Stormwater Pollution Prevention Plan

Belmar Borough
Monmouth County
Permit Number: NJG0150771
Annual Review Date: *June 30th, 2023*
Stormwater Program Coordinator: *Terence Vogt, P.E.*

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	Terence Vogt, P.E./Stormwater Program Coordinator		
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Individual(s) Responsible for Major Development Project Stormwater Management Review			
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Name and Title	Charles Vanderlinde, DPW Stormwater Supervisor		
	(732)-681-0452	Email	cvanderlinde@belmar.com
Other Municipal Stormwater Team Members			
Name and Title	Kevin Kane/Business Administrator		
Phone	732-681-3700	Email	kkane@belmar.com
Name and Title	April Claudio/Borough Clerk, Public Notice Coordinator		
Phone	732-681-3700	Email	aclaudio@belmar.com
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Shared/Contracted Service Providers		
Provider Name	Service Provided	Term of Service

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
1/6/2020	P.A.	Update #1, #2, and #3. (Website URLs and most current date of SPPP)
1/6/2020	P.A.	Update #1. (Link to most current outfall pipe)
1/6/2020	P.A.	Update #1. (Annual TMDL review)
5/27/2021	P.A.	Update SPPP team members
5/27/2021	P.A.	Update date of most current SPPP
5/27/2021	P.A.	Update adoption date of stormwater control ordinance and website URLs
5/27/2021	P.A.	Update definition of “major development”
5/27/2021	P.A.	Update revision date of most current outfall pipe map
5/27/2021	P.A.	Update annual TMDL review date
5/27/2021	P.A.	Provide adoption date of Refuse/Dumps
2/28/2022	P.A.	Update SPPP team members
2/28/2022	P.A.	Update date of most current SPPP
2/28/2022	P.A.	Update details of catch basin and storm drain inlet inspection, cleaning, and maintenance

2/28/2022	P.A.	Update revision date of most current outfall pipe map
2/28/2022	P.A.	Update details of catch basin and storm drain inlet cleaning, operation and maintenance, TMDL review date
6/30/2023	T.V.	Prepare 2023 MS4 permit version SPPP report

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://belmar.com/content.php?npid=121&npid1=352&pid=352&menu_id=20
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Kevin Kane, Borough Administrator
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
Meeting agendas and minutes of public meetings are posted on the municipal website at https://belmar.com/agendacenter.php

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

1. How does the municipality define "major development"? If it is different from the definition in N.J.A.C. 7:8, explain the difference.
Major development shall mean any development that provides for ultimately disturbing one (1) or more acres of land or would create one-quarter (1/4) acre or more of new impervious surface (after February 2, 2004).
2. Is the municipality's stormwater control ordinance (SCO) the same as or more stringent than NJDEP's model SCO? If more stringent, explain the difference.
No, both residential and non-residential projects must comply with the Residential Site Improvement Standards for stormwater management and N.J.A.C. 7:8 concurrently. The primary difference is that most non-residential projects are privately maintained. All privately owned and operated major development nonresidential projects have stormwater maintenance plans prepared per NJAC 7:8 which outlines private maintenance requirements.
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
The applicant's site development project shall be reviewed as a part of the subdivision or site plan review process by the municipal board or official from which municipal approval is sought (the review agency). That review agency shall consult the engineer retained by the Planning and/or Zoning Board (as appropriate) to determine if all of the checklist requirements have been satisfied and to determine if the project meets the standards set forth in this chapter.
4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
Yes, mitigation shall mean an action by an applicant providing compensation or offset actions for on-site stormwater management requirements where the applicant has demonstrated the inability or impracticality of strict compliance with the stormwater management requirements set forth in N.J.A.C. 7:8, in an adopted regional stormwater management plan, or in this local ordinance, and has received a waiver from strict compliance from the municipality. Mitigation, for the purposes of this chapter, includes both the mitigation plan detailing how the project's failure to strictly comply will be compensated, and the implementation of the approved mitigation plan within the same HUC-14 within which the subject project is proposed (if possible and practical), or a

contribution of funding toward a regional stormwater control project, or provision for equivalent treatment at an alternate location, or other equivalent water quality benefit.
5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.
Initial Ordinance adopted by Borough (2005-2006), updated/current ordinance adopted 8-11-2020 by Borough Ordinance No. 2020-32
6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
Initial MSWMP prepared by Birdsall Services Group March 2005, adopted by Belmar Borough May 2009.

Form 5 – Ordinances

Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	4/13/2005		Code Enforcement	$___
2. Wildlife Feeding	9/4/2013		Code Enforcement	$___
3. Litter Control	1/1/1991	No – predates, meets DEP ordinance requirements	Code Enforcement	$__
4. Improper Disposal of Waste	5/25/2005		Code Enforcement	$__
5. Yard Waste	1/23/2008		Code Enforcement	$___
6. Private Storm Drain Inlet Retrofitting	5/21/2009		Code Enforcement	$___
7. Illicit Connections	5/25/2005		Code Enforcement	$___
8. Privately-Owned Salt Storage	Pending (by 1/1/2024)		Code Enforcement	$___
9. Tree Removal-Replacement	Pending (by 1/1/2024)		Code Enforcement	$___

List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.

Prior to 1/1/2024, Borough of Belmar will adopt Private Salt Storage and Private Tree Removal Ordinances as per Model Ordinances to be provided by the NJDEP (based on forthcoming model ordinances to be provided by NJDEP and modified by Borough of Belmar).

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

Belmar Municipal Building, 601 Main Street Belmar, NJ 0771

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:
   - Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
   - Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 times each year)

   Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

Belmar Borough continues to use the **pre-existing, current MS4 municipal street sweeping requirements** (from previous permit cycles) **until January 1, 2026 (see below).**

Belmar Borough sweeps, at a minimum of once per month (weather and street surface conditions permitting), all streets (including roads or highways) that meet all of the following criteria: ♣ The street is owned or operated by Belmar Borough; ♣ The street is curbed and has storm drains; ♣ The street has a posted speed limit of 35 miles per hour or less; ♣ The street is not an entrance or exit ramp; and ♣ The street is in a predominantly commercial area.

Streets that are required to be swept by the NJPDES permit are swept weekly from March 1st to October 31st weather permitting.

Beginning January 1, 2026 - Borough of Belmar will initiate (permit minimum) Triannual Street Sweeping of all segments of concrete and/ or asphalt roads that are owned or operated by Borough of Belmar and have storm drain inlets that discharge to surface water. Sweeping is not required for gravel, dirt, or tar and chip roads.

Beginning January 1, 2026 - Borough of Belmar will initiate (permit minimum) Annual Street Sweeping of all segments of concrete and/ or asphalt roads that are owned or operated by Borough of Belmar and do not have storm drain inlets that discharge to surface water. Sweeping is not required for gravel, dirt, or tar and chip roads.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

All other Borough Streets (at Borough discretion).

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

All pre-existing municipally owned and operated inlets have been labelled or have "no dumping -drains to waterway" type labels casted or imprinted on the inlets. The Borough inspects and maintains these inlets as part of its MS4 maintenance responsibilities.

Belmar inspects all municipally owned and operated storm drains at least once per year. Belmar developed, updated, and implemented a storm drain inlet cleaning and maintenance program. The program shall establish the conditions under which a storm drain inlet must be cleaned, and maintenance performed. Cleaning and maintenance shall be conducted, at a minimum, as frequently as necessary to ensure that sediment, trash, or other debris is removed as necessary to restrict it from entering the waters of the State; to eliminate recurring problems. and maintain proper function.

Belmar inspects all storm drains that it owns or operates. At a minimum, Belmar shall inspect a minimum of 20% of the total per year, rotating the schedule in such a way that all catch basins are inspected at least once every five years on approximately the same frequency.

Finally, private inlets are required, per Borough and/or Board development reviews to comply with current MS4 standards. **All Borough owned and maintained inlets will be retrofitted by or before the December 2027 MS4 deadline.**

2. Municipal Catch Basins

a. Describe when and how you conduct inspections of catch basins.
b. Describe the criteria used to determine when catch basins need to be cleaned.

Belmar inspects all municipally owned and operated storm drains at least once per year. Belmar developed, updated, and implemented a storm drain catch basin cleaning and maintenance program. The program shall establish the conditions under which a storm catch basin must be cleaned, and maintenance performed.

Cleaning and maintenance shall be conducted, at a minimum, as frequently as necessary to ensure that sediment, trash, or other debris is removed as necessary to restrict it from entering the waters of the State; to eliminate recurring problems. and maintain proper function.

Belmar inspects all catch basins that it owns or operates. At a minimum, Belmar shall inspect a minimum of 20% of the total per year, rotating the schedule in such a way that all catch basins are inspected at least once every five years on approximately the same frequency.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

Belmar has developed, implemented and updates an MS4 conveyance system inspection, cleaning and maintenance program including municipally-owned and operated ditches and pipes.

Belmar inspects all stormwater infrastructure excluding storm drain inlets, catch basins, piping and other conveyances at least four (4) times per year and after each rainstorm exceeding 1" of rainfall.

Belmar performs necessary maintenance of all stormwater infrastructure excluding storm drain inlets, catch basins, piping and other conveyances per approved maintenance plans or more frequently as needed to ensure proper function and operation.

Conventional stormwater conveyance system inspections are visual, at a frequency above and as-needed periodic inspections. At the discretion of the Borough, video of underground conveyance systems may be performed on a case-by-case basis to determine the cause(s) of malfunction drainage infrastructure.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

Belmar has developed and implemented a Stream Scouring program which includes the following measures:

i. Inspect each MS4 outfall that discharges to a stream, and the surrounding area in the vicinity of the MS4 outfall, for localized scouring of the stream banks or bottom caused by the outfall. Each outfall shall be inspected at least once every five years, with a minimum of 20% of the total number of outfalls.

ii. Inspect, within 30 days of identification, any new and/or newly identified outfalls as required in i. above for localized scouring of the stream banks or bottom caused by the outfall;

iii. Investigate, within 30 days of receipt, all complaints and reports of stream scouring;

iv. When localized stream scouring is detected, identify sources of stormwater that contribute to the scouring from the outfall within 3 months;

v. Where identified sources are located on property owned or operated by the permittee, corrective action shall be taken by the permittee to reduce stormwater rate or volume when feasible;

vi. Where identified sources are within the jurisdiction of the permittee, but not located on property owned or operated by the permittee, the permittee shall ensure that proper operation and maintenance of stormwater facilities is performed by the entity responsible for the facility as required in Part IV.F.4;

vii. Prioritize, schedule and complete remediation of identified localized stream scouring as soon as possible, taking action based upon the requirements above. If not able to be completed within 12 months, a schedule for completion shall be submitted to the MS4 Case Manager before the 12 month deadline. (See https://www.nj.gov/dep/dwq/msrp_managers.htm). This schedule of completion shall be maintained with updated information and provided to the MS4 Case Manager on a quarterly basis until completion as required in Part IV.F.3 and IV.F.4;

viii. All stream scouring restoration shall be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey at N.J.A.C. 2:90-1 (e.g., Conduit Outlet Protection 12-1) and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13;

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination
Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form from the Department's main stormwater webpage.

Belmar Borough implemented the following program to detect investigate and enforce an ongoing Illicit Discharge Detection and Elimination Program in accordance with Belmar's MS4 permit. This program shall be documented in the written SPPP). As part of this program, Belmar Borough shall perform the following tasks:

1. Belmar will conduct visual dry weather inspection of all outfall pipes owned or operated by the Borough at least once every five years to determine if dry weather flow or other evidence of illicit discharge is present. Dry weather flow is flow occurring 72 hours after a rain event.

2. Belmar Borough will investigate the source if evidence of illicit discharge is found and;

    a. Eliminate non-stormwater discharges that are traced to their source and found to be illicit connections;
    b. Document investigations and actions taken using the Department's Illicit Connection Inspection Report Form;
    c. Inspect any outfall pipes newly identified in compliance with Part IV.B.6.a for illicit discharges;
    d. Investigate dry weather flows discovered during routine inspection and maintenance of other elements of the MS4; and
    e. Investigate, within three months of receipt, complaints and reports of illicit connections including those from operating entities of interconnected MS4s.

3. Belmar Borough has adopted and will enforce an ordinance that prohibits illicit connections to the municipal separate storm sewer system operated by the Borough.

4. Belmar Borough shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for MS4 Outfall Pipe Mapping, and Illicit Discharge and Scouring Detection and Control specified for Existing Permittees (Measurable Goals and Implementation Schedule).

6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

Where existing/proposed – Belmar Borough shall inspect and maintain "other" municipal infrastructure as follows:

Infiltration Basins – DPW staff will perform inspections according to maintenance plans that were approved by the Borough for major development projects. If an approved maintenance plan is not available, we typically adopt the suggested maintenance plan from the Department's BMP Manual.

Updates may be made to the maintenance plan based on the Department's online guidance and in-person observations of the BMP's functionality over time. Any trash or debris gets cleaned up on the spot.

Manufactured Treatment Devices (MTDs) – DPW staff will perform MTD inspections according to the manufacturer's maintenance plans that were approved by the Borough for the major development. Maintenance is conducted more frequently as needed if the functionality of the MTD declines. MTD inspections involve removal of the covering to examine the interior of the structure.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

Belmar Borough maintains a GIS database of the location of each non-municipal stormwater facility and the associated inspection/maintenance records. For stormwater basins, Belmar Borough will institute a licensing program where we charge a fee to the owner of each basin. Fees are used for municipal staff to conduct annual inspections and review maintenance records.

For all other stormwater infrastructure, each December, Belmar Borough will send out a form to all private stormwater facility owners for them to complete and return to the Borough by January 15th for the previous year. The form requires the location and type of each stormwater facility on the property and the dates and details of inspections, maintenance, cleaning, and repairs that were performed.

The form requires certification by the property owner that the stormwater facilities are functioning as designed, approved maintenance plans were followed (where appropriate) and has an area to explain if this is not the case. In instances where the owners do not perform the necessary maintenance, Belmar may perform the maintenance and bill the owner.
8. Infrastructure Records Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.
Belmar Borough keeps an inventory list of all stormwater infrastructure (municipal and private) with records of inspections, cleanings, routine maintenance work, investigations of illicit connections and scouring near outfalls, and repairs that have been done as well as those projected for completion each year. These records are kept in the DPW office.

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management

Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.

The Borough does not use herbicides at this time.

If Belmar elects to use herbicides in the future, the Borough shall restrict the application of herbicides to prevent herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation. At a minimum, the permittee shall: (1) not apply herbicides on or adjacent to storm drain inlets, or on steeply sloping ground; (2) only apply herbicides along curb lines and unobstructed shoulders that contain unwanted vegetation; and (3) only apply herbicides within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.

2. Excess Deicing Material Management

Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.

Belmar Borough DPW staff are trained to shovel up excess salt piles that remain on all **municipally-owned or operated** roadways and parking areas within three days (72 hours) after a storm is over, conditions permitting. The salt is collected in a covered trash bin on the truck and the salt is reused during the next storm.

3. Roadside Vegetative Waste

Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).

Where municipal maintenance occurs, DPW staff use mower bags to collect grass clippings in most areas. The clippings are dumped on a paved surface temporarily at the maintenance yard and covered. Tree branches that result from trimming activities are also collected and brought back to the maintenance yard.

4. Roadside Erosion Control
Describe your program to detect and repair erosion along municipal roadways.

As DPW staff perform annual storm drain inlet inspections as noted above, they also check for erosion of shoulders, embankments, ditches, and soils along roads. If they notice any such erosion or sedimentation collecting in areas, including in the waters near the road, they log it in the maintenance schedule and fix the issue within three months. We either plant vegetation or use other methods, such as riprap in areas prone to erosion along roads to promote soil stabilization as described in the Standards for Soil Erosion and Sediment Control. We will contact our Borough engineer for guidance for cases where planting will not remedy this issue.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: _____

1. Site Name and Address

Belmar Borough DPW, 805 13th Avenue
Belmar, NJ 07719

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

Beginning January 1, 2023, Belmar shall implement Best Management Practices (BMPs) at municipal maintenance yard (MMY).

Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions taken during inspection, as well as those that are still needed, are noted in the inspection log. Follow-up actions are scheduled for completion within one week. Specifically, we check if outdoor containers are covered and placed on spill platforms or clean pallets and labels are in good condition. We check that spill kits are accessible near liquid transfer areas. We check if bulk liquids are protected with secondary containment and that all accessories (hoses, valves, etc.) are in good condition and within the containment area. We check that all outdoor refuse containers and dumpsters are always covered. We keep all inspection records in the DPW office.

Borough of Belmar ensures dumpster and refuse containers that are exposed to stormwater are covered at all times.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	**Machinery/Equipment**
Raw materials – None	DPW vehicles, employee vehicles
Intermediate products – None	
Final products – None	
Waste materials – Dumpsters with tarp	
By-products – None	
Fuel, lubricants, solvents – None	
Detergents, other - None	

4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
None	
5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.	
There are no fueling operations at the Belmar DPW Municipal Yard.	
6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.	
Vehicle maintenance is conducted at the Public Works Garage located at 805 13th Avenue. Records and SOPs associated with vehicle maintenance are kept on site.	
7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.	
N/A.	
8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.	
Storage is at the Municipal yard. Borough of Belmar shall remove, within 72 hours after the end of the storm event, conditions permitting, piles of excess salt and de-icing materials that have been deposited during spreading operations (e.g., piles resulting from accidental spillage or when spreading equipment is started or stopped) on all streets and parking areas owned or operated by the permittee. Excess de-icing material removed from streets and parking areas may be returned to storage or properly managed if unsuitable for reuse.	

9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
No aggregate materials or construction debris are stored at the Municipal Yard. Yard trimmings and wood waste ae collected and temporarily stored until final disposal at Mazza Recycling in Tinton Falls.
10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
If/when proposed, The Borough of Belmar shall store asphalt in a permanent structure or on an impervious surface and cover in a manner that minimizes stormwater run-on and pollutant run-off.
11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
Street sweeping and catch basin cleanout material is collected and stored in a watertight container. All other materials are either stored indoors or tarped. The dumpster is regularly checked for damage or leaks. Materials are disposed of at the Monmouth County Reclamation Center.
12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
Wood waste is stored more than 50 feet from any stormwater inlets and surface water. Materials are hauled away when the containers/areas get full or every 4 months, whichever is sooner. Yard trimmings and wood waste ae collected and temporarily stored until final disposal at Mazza Recycling in Tinton Falls.

13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
All scrap tires are stored indoors (or covered with tarp to prevent contact with stormwater) until removed and disposed/recycled offsite.
14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.
When Belmar Borough stores inoperable vehicles onsite, we utilize drip pans and tarps to prevent stormwater run-on or run-off. Any equipment or vehicles that are stored are also inspected monthly.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The Stormwater Program Coordinator (SPC) for Belmar Borough attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.

Topic	**Municipal Employees** Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	Belmar Borough trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via combined in-person/virtual training. This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that takes on new responsibilities prior to the next training session.
Construction Site Stormwater Runoff	Staff who are responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan.
Post-Construction Stormwater Management in New and Redevelopment	Staff who are responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality's postconstruction stormwater management program to address stormwater runoff. Training explains the municipality's definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, Belmar Borough's SCO, stormwater permit conditions, the Department's BMP Manual, and Guidance Documents. For example, we identify where the Department's maintenance guidance is available on the website for DPW staff reference when an approved maintenance plan does not exist.

Community-wide Ordinances	Staff who are responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and to review the purpose of each ordinance and what steps to take if violations are reported.
Community-wide Measures	Staff who are responsible for conducting activities associated with communitywide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Stormwater Facilities Maintenance	Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4 related permit requirements. This training details what infrastructure is to be maintained according to approved manufacturers' maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP's BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work. All types of stormwater infrastructure in the Borough are addressed in the training, which includes but is not limited to storm drain inlets, catch basins, piped and open swale MS4 conveyances, stormwater infiltration basins, and manufactured treatment devices.
Municipal Maintenance Yards and Other Ancillary Operations	Staff who are responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
MS4 Mapping	Our Borough Engineer (RVE) who prepares and submits3 our electronic mapping of stormwater infrastructure attend State of the Art (SOTA) training to review the MS4 permit requirements for electronic mapping.

Outfall Stream Scouring	Staff who are responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Illicit Discharge Detection and Elimination	Staff who are responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
Within 6 months of joining town council or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html. Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage: Stormwater Management Rules Applicability https://nj.gov/dep/stormwater/training.htm

Stormwater Management Rules Planning https://nj.gov/dep/stormwater/training.htm

Stormwater Management Rules Design & Performance https://nj.gov/dep/stormwater/training.htm

Stormwater Management Rules Safety https://nj.gov/dep/stormwater/training.htm

Training Records
Indicate the location of training records for the above required training.
Logs of all training including the type of training, date conducted, attendees and trainers are kept in the DPW Director's office.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.belmar.com/useruploads/DPW/Belmar_Stormwater_Outfall_Map_12.pdf	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	44
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	To be determined (TBD)
c. MS4 interconnections	TBD
d. MS4 storm drain inlets	326
e. MS4 manholes	TBD
f. Length of conveyance (channels, pipes, ditches, etc.)	TBD
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	TBD
i. Maintenance yard(s) and other ancillary operations	1

3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).

By January 1, 2026, Borough of Belmar shall develop and maintain an MS4 Infrastructure Map which delineates the location of the following stormwater features that are owned or operated by the Borough, including their associated attributes noted in parentheses:

- MS4 outfalls (receiving surface water name, type of outfall);
- MS4 groundwater discharge points (type);
- MS4 Interconnections (type into/from, entity);
- Storm Drain inlets (type, catch basin present, label presented, retrofitted);
- MS4 manholes;
- MS4 conveyances (type, direction of flow);
- MS4 pump stations;
- Stormwater facilities (type); and
- Property boundaries of maintenance yards and other ancillary operations (and type).

DPW staff shall coordinate with the Borough Engineer every year to discuss any new major development projects happening around town throughout the year. All infrastructure being built for those projects are then mapped by the Borough Engineer (RVE), and the corresponding data is submitted to our MS4 Case Manager.

4. Describe how the municipality will create and update its MS4 Infrastructure Map.

We plan to continue working with our Borough Engineer, RVE to complete the MS4 Infrastructure Map. Their staff will work with our DPW staff to locate and map all stormwater infrastructure around town until all infrastructure is mapped. RVE staff will then convert all data into Shape files and submit to our MS4 Case Manager before the mapping deadline of 01 Jan 2026.

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.

Belmar Borough is gathering data to meet the requirements for the phase 1, Watershed Inventory Report, which is due and will be posted on our stormwater webpage by January 1, 2026. The Borough is completing its stormwater infrastructure map (due January 1, 2026 per its MS4 permit obligations) to include these requirements.

Belmar Borough will include the Belmar Borough Environmental Commission and other stakeholders in our discussions to identify opportunities for public participation and education sessions.

a. The Borough of Belmar shall develop a Watershed Improvement Plan in the three phases specified below that describes what actions the permittee will take to:

i. Improve water quality by reducing the contribution of pollutant parameters for all receiving waters within and bordering the town that have percent reductions listed for stormwater in the Total Maximum Daily Loads (see the TMDL Look-up Tool at https://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm);

ii. Improve water quality by reducing the contribution of pollutant parameters for all receiving waters within and bordering the town that have water quality impairments as per the Department's Integrated Report.
(See the 303(d) list portion of the Department's Integrated Report at https://www.epa.gov/sites/default/files/2020-01/documents/2016_final_integrated_report_appendix_b.pdf); and

iii. Reduce and/or eliminate stormwater flooding in the municipality, prioritizing the areas of flooding for corrective actions based on threat to human health and safety, environmental impacts, and frequency of occurrence.

b. The Borough of Belmar shall solicit input from stakeholders, including residents, business owners, owners of private stormwater facilities (as per b.xiii below), and other municipalities and/or dischargers to the subwatershed(s) to be involved in the Plan development process.

c. The Borough of Belmar shall conduct semi-annual public information sessions (in-person or virtual) beginning on or before January 1 2026, throughout the development of the Plan. These sessions could be included on the agenda for town council (or equivalent) meetings.

d. The Borough of Belmar shall prepare and submit to the Department, on or before January 1, 2026, the Watershed Inventory Report, as the first step of the Watershed Improvement Plan, which shall summarize and include an electronic map of the items listed below. The permittee may use any information available from the Department's GIS database at https://gisdata-njdep.opendata.arcgis.com/ to assist with the preparation of this Report, except for items ii. through vi. For i., existing permittees shall use the outfall pipe map as the base map:

i. All stormwater outfalls owned/operated by the permittee;
ii. The drainage area for each outfall(s);
iii. The receiving waterbodies of those outfalls;
iv. The water quality classification of all receiving waterbody segments;
v. All stormwater interconnections from the municipality into another entities' storm or sanitary sewer system;
vi. The drainage area for each interconnection into another entities' storm or sanitary sewer system;
vii. All stormwater connection points into the municipality from another entities' storm sewer system;
viii. All storm drain inlets owned/operated by the permittee;
ix. Area associated with each TMDL for waters that lie within or bordering the municipality;
x. Area associated with each water quality impairment for waters that lie within or bordering the municipality;
xi. Overburdened communities;
xii. Impervious areas; and
xiii. The location and ownership of all stormwater outfalls and basins/infrastructure not owned/operated by the permittee.

e. The Borough of Belmar shall prepare and submit to the Department, on or before January 1, 2027, the second phase Watershed Assessment Report, which shall include, but not be limited to:

i. An assessment of potential water quality improvement projects by sub-watershed and parameter;
ii. An estimate of the percent reduction in loading of the TMDL/impaired parameters due to project(s) in i. above;
iii. A summary of feedback from public information sessions;
iv. An estimate of funding needs for each project, and identification of potential funding sources, including the New Jersey Water Bank (NJWB); the formation of an SWU, using 319 grants, FEMA BRIC grants; and
v. An estimate of an implementation schedule.

f. The Borough of Belmar shall post the Watershed Assessment Report, along with an announcement of a 60-day comment period for formal public input on its municipal website.

g. The Borough of Belmar shall prepare and submit to the Department, on or before December 1, 2027, the final Watershed Improvement Plan Report, which shall include:

i. A summary of proposed locations and load reductions of water quality improvement projects, both public and private, to be implemented;

ii. A summary of the public comments received, and the changes made to the Final Plan;

iii. A summary of how the projects will be coordinated with other regulatory requirements, such as:

- flood protection;
- endangered habitat/species;
- surface & ground drinking water protection;
- climate change/resiliency;
- green infrastructure/SWM requirements;
- wildlife corridors;
- green acres;
- environmental justice;
- wetlands;
- riparian buffers;
- forest corridors;
- related ongoing projects;

and

- Delaware River Basin Commission.

iv. The proposed implementation schedule for the water quality improvement projects;

v. A schedule of the public information sessions to be held;

vi. Problems identified that are outside the jurisdiction of the permittee, if any. These can be related to pollutant loading due to agricultural properties, or other lands not under the jurisdiction of the municipality, and opportunities to address them;

vii. Costs, broken down by project and year, the funding opportunities that will be sought; and

viii. This plan shall describe how stormwater related problems in overburdened communities have been prioritized.

h. The Borough of Belmar shall begin implementation of the Watershed Improvement Plan in accordance with the schedule set forth in the Plan.

i. The Borough of Belmar shall update this Plan, when necessary, based upon the biennial (every 2 years) review of the revisions to the impairments of the permittee's waterbodies as per the Department's Integrated Report and newly adopted TMDLs.

2. Describe any regional projects or collaboration efforts with other municipalities.

No regional projects or collaborative efforts are proposed at this time.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

Logs of all comments received during public information sessions and minutes from meetings will be kept in the municipal clerk's office.