

Stormwater Pollution Prevention Plan

Borough of North Caldwell

Essex County

NJG0148687

Annual Review Date: December 28, 2023

Stormwater Program Coordinator: Glenn Domenick, Administrator

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Glenn Domenick
Borough Administrator

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		<i>Glenn Domenick, Administrator</i>	
Phone	973-228-6410, x-101	Email	gdomenick@northcaldwell.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		<i>Paul Ferriero, Borough Engineer</i>	
Phone	908-879-6209	Email	paul.ferriero@ferrieroengineering.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		<i>Tami Michelotti, Borough Clerk</i>	
Phone	973-228-6410 ext.100	Email	tmichelotti@northcaldwell.org
Name and Title		<i>Bill Stickles, DPW Director</i>	
Phone	973-228-6414	Email	bstickles@northcaldwell.org
Name and Title			
Phone		Email	
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.)
12/30/2004	ALL	Creation of SPPP
06/01/2009		Revision of SPPP
12/31/2017		Revision of SPPP
12/28/2023	ALL	Update Stormwater Pollution Prevention Plan (SPPP) pursuant to NJPDES Tier A MS4 Permit NJ0141852 effective 1/1/2023

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.northcaldwell.org/stormwater-management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<i>Tami Michelotti, Borough Clerk</i>
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.
<p><i>The Borough will undertake the following activities to meet the revised educational requirements:</i></p> <ul style="list-style-type: none"> - <i>Social Media: Stormwater page on municipal website, Instagram, and Facebook page (Category 1, 3 pts.)</i> - <i>Promotion Item: Pencils with the saying “Be the solution to water pollution” were distributed to the community (Category 2, 2 pts.)</i> - <i>Mailing Campaign: Direct postal mailings went out to educate all residents and businesses on easy things to do to protect our water (Category 2, 2 pts.)</i> - <i>Community Event: A community clean-up (Category 5, 3 pts.)</i> <p><u><i>= Total 3 categories and 10 points</i></u></p>

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

Part IV.E.

<p>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.</p>
<p><i>North Caldwell Borough uses the N.J.A.C 7:8 definition for “major development”, which states;</i></p> <p><i>A. An individual development, as well as multiple developments that individually or collectively result in:</i></p> <p><i>(1) The disturbance of one or more acres of land since February 2, 2004;</i></p> <p><i>(2) The creation of 1/4 acre or more of regulated impervious surface since February 2, 2004;</i></p> <p><i>(3) The creation of 1/4 acre or more of regulated motor vehicle surface since March 2, 2021;</i></p> <p><i>or</i></p> <p><i>(4) A combination of Subsection A(2) and (3) above that totals an area of 1/4 acre or more. The same surface shall not be counted twice when determining if the combination area equals 1/4 acre or more.</i></p> <p><i>B. Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of Subsection A(1), (2), (3) or (4) above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered major development.</i></p>
<p>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.</p>
<p><i>The municipality has adopted a SCO that is more stringent than the NJDEP’s model SCO in terms of the requirements to regulate minor development.</i></p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p><i>The Board ensures that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards (RSIS) for stormwater management (including the NJDEP Stormwater Management Rules, N.J.S.A. 7:8, referenced in these standards) are in compliance with said standards. The Planning Board and Zoning Board ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. Projects that are not subject to board approval are reviewed by the Borough Engineer.</i></p>

<p>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.</p>
<p><i>No, the Borough of North Caldwell does not have a mitigation plan included in their Municipal Stormwater Management Plan (MSWMP) or Stormwater Control Ordinance (SCO), however, a plan in is progress to include a mitigation plan in the updated MSWMP. Records will be submitted to NJDEP and the Essex County Planning Board upon approval. Copies will be kept in the Borough Clerk's office.</i></p>
<p>5. Indicate the dates of each iteration of the borough's Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>
<p><i>Initial adoption - August 22, 2006</i> <i>Initially Amended – April 14, 2020</i> <i>Second Amended – February 23, 2021</i></p>
<p>6. Indicate the dates of each iteration of the borough's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>
<p><i>Initial adoption – September 19, 2005</i></p>

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	04/19/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
2. Wildlife Feeding	04/19/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
3. Litter Control	04/19/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
4. Improper Disposal of Waste	04/19/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
5. Yard Waste	04/19/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
6. Private Storm Drain Inlet Retrofitting	10/27/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
7. Illicit Connections	04/19/2005	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
8. Privately-Owned Salt Storage	11/28/2023	Yes	Code enforcement officers and local police	Min. not exceeding \$2,500 or max. not exceeding \$10,000
9. Tree Removal-Replacement	04/14/2020	More Stringent	Code enforcement officers and local police	Fines between \$200-\$1,000 depending on offense

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.

Ordinance 13-09 Refuse Container/Dumpsters: adopted 10/27/2009

Ordinance 20-2008 Fertilizer Management: adopted 10/28/2008

The Borough Code Enforcement Officer and Police Department are responsible for enforcing the above ordinances. Written warnings will be issued for first offenses and summons for failure to correct outstanding violations or for a second violation.

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

Records are found in the Clerk's office. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses.

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 time 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.

Under the new Tier A Municipal Stormwater General Permit, all of the Borough's streets are required to be swept a minimum of 3 times a year.

A program that includes a sweeping schedule and inspection retention requirement is currently under development for compliance with the Tier A permit. The Borough will additionally pursue street sweeping service options with neighboring communities such as Verona Township.

A formal schedule with map outlining the sweeping routes is pending at this time. A street map is included in this plan for reference. It is anticipated that street sweeping schedules will follow a quadrant-by-quadrant pattern for municipal roads.

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

No, the Borough of North Caldwell does not outsource the street sweeping as of now. It is anticipated that the Borough will create a shared services arrangement with neighboring communities, such as Verona Township for street sweeping services.

Under any shared services arrangement, the Borough would maintain a current inventory of streets/areas requiring sweeping that includes service dates and the volume of material collected (in cubic yards). The Borough would be responsible to collect data from Verona Township regarding street sweeping services under the Tier A permit.

Street sweeping inventory records shall be maintained in the DPW Supervisor's office, and annually submitted to the SPC, or as needed, upon request.

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.

a. Storm drain labeling is performed by the DPW and private contractors. All storm drains along municipal streets with sidewalks and within municipal parking areas and maintenance yards are labeled. Additionally, all storm drain curb pieces replaced for paving projects will have labeling cast into the piece.

b. For paving and roadway improvement projects, the Borough of North Caldwell will replace existing inlet castings with NJDOT bicycle safe grates and Type 'N' Eco Curb Pieces.

c. The Borough Engineer checks the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with or downstream of the affected storm drain inlets.

d. A licensed contractor will perform inspections of all storm drain inlets annually as they drive the roads of the Borough. The inspector will then make a note of the location and notify the SPC, who will, in turn, arrange to have DPW clean the inlet as soon as feasibly possible. Areas that historically clog and flood during storms are inspected and cleaned more regularly. In addition, these areas are inspected and cleaned, if necessary, prior to large, forecasted storms.

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.

The Borough of North Caldwell does not have any municipally owned catch basins at this time. Therefore, there will be no inspections performed.

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.

All MS4 conveyance system obligations are met via the annual inspection activities. If maintenance or repairs of the systems are required, the Borough of North Caldwell will be notified and asked to restore the system to its proper working conditions.

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.

When conducting illicit connection inspections, the Borough will check all of municipal outfall pipes for signs of scouring. All sites will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits for those repairs may be done first.

Each repair site will be inspected annually to assure scouring has not reoccurred.

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.

All initial physical inspection of all municipal outfall pipes was performed during the mapping process. The DEP Illicit Connection Inspection Report Form was used to conduct inspections. Completed forms are kept with SPPP records and uploaded to the system. Outfall pipes that are found to have dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked again to locate an illicit connection. If an illicit connection is located and is within the Borough of North Caldwell, the responsible party will be cited for violation of the Illicit Connection Ordinance and the connection will be eliminated. If, after the appropriate amount of investigation, the source of the illicit connection is not located, a Closeout Investigation Form will be submitted with the Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, North Caldwell will report to connection to the NJDEP.

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.

The Borough of North Caldwell will implement a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Borough function properly. The Borough of North Caldwell operates the following:

- detention facilities*
- swales*

These stormwater facilities are and will be inspected quarterly to ensure that they are functioning properly.

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.

For BMPs on private property that are not owned or operated by the Borough, a provision has been included in the Municipal Stormwater Control Ordinance that requires the private property entity to perform all operation and maintenance. The Borough will implement an annual reminder program to property owners for this reporting requirement in order to maintain compliance under the regulations. Property owners are additionally advised that failure to conduct annual inspections and maintenance may result in the Borough performing and billing for the work. The Borough will accept and upload inspection reports annually into the electronic database upon receipt.

8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

The Borough of North Caldwell 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 should be filed with the Borough Engineer and uploaded to the system.

Form 8 – Community-wide Measures
Part IV.F.2.

<p>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.</p>
<p><i>A contractor sprays herbicides that attack the invasive phragmites plants. The contractor is licensed to spray such herbicides, and only sprays directly on the plant to avoid the herbicides from going into stormwater runoff and waterbodies.</i></p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p><i>Contracted snow plows crews are instructed to implement appropriate salt application practices. Any unintended accumulation of salt piles is shoveled into dump trucks and returned to the public works site.</i></p>
<p>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.).</p>
<p><i>Section 78-3 of the Code of the Borough of North Caldwell requires that leaves be placed at curbside in biodegradable paper bags at times established by the Borough. This regulation has been in effect since 1991. Furthermore, Section 73-18 of the Code specifically prohibits the placement of leaves or other vegetative materials along the curbside.</i></p> <p><i>Notification is made annually to residents on the Borough website and mailings.</i></p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p><i>The Borough of North Caldwell will monitor municipal streets and roads for erosion problems during normal activities. All identified road erosion problems will be reported to the DPW Director. The DPW will prioritize needed repairs and make those repairs in accordance with the Standard for Soil Erosion and Sediment Control in New Jersey. All maintenance personnel will maintain an inspection log, and the DPW will maintain a list of all repairs and the dates completed. The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification.</i></p>

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

1. Site Name and Address	
141 Gould Ave, Caldwell, NJ 07006	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>Monthly inspection of the maintenance yard will be held to ensure that the standard operating procedures (SOP) is being met.</p> <p>Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month, even during the off-season, to ensure that all materials and machinery are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Silt traps and catch basins are inspected in the yard regularly to ensure that they are clean and functioning properly. Remedial actions are noted in the inspection log.</p> <p>The DPW Supervisor will check the condition of the salt dome to ensure that materials are protected from exposure to rain, snow, and stormwater running across the paved surfaces. The inspector checks the condition of salt loaders and spreaders and addresses any material spillage from loading and unloading operations.</p>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
55-Gal Drum Hydraulic Fluid	2020 Ford F550 #62-Water Truck & 14' Water trailer
55-Gal 15-40 Oil	2023 Caterpillar Model 930 Wheel Loader
5 – 55 Gal Drums for Recycling of Used Oil/With Spill Pads	2019 Case Tractor 55c
1–2200-Gal Pre Fab Garage Brine Holding Tank	2008 Bandit /Wood chipper
3–250-Gal Pre Fab Garage Brine Holding Tank	2011 John Deere Backhoe 310sj
1–2000-Gal Pre Fab Garage Brine Holding Tank	2019 Caterpillar Model: 305.5E2 Mini Hydraulic Excavator
1 Pallet Salt Melt Pellets	2021 International CV515SFA #58
	2021 International CV515SFA #55
	2016 Ford F350 #50
	2015 Ford F550 #53

	2016 Ford F550 #56
	2017 Mack Granite #65
	2020 Mack Granite #66
	2023 Mack Granite #67
	2023 Cat Roller
	2001 Harben /Sewer Jet
	2018 Wachs Valve Trailer
	2017 John Deere Gator 855D
	2022 Gravely JSV-3400
4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
<i>There is a 3,000-gallon secondary containment for the municipal pool that is held from 7-10 days before being discarded.</i>	
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.	
<i>The Borough of North Caldwell fuels all municipal vehicles at a local gas station and no bulk storage of motor fuels occurs on municipal property.</i>	
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.	
<i>Conduct vehicle maintenance operation only in designated areas. When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor. Always use drip pans when performing maintenance on vehicles and equipment. Absorbent spill clean-up materials are available in all maintenance areas and shall be disposed of properly after use. Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream drainage facilities and watercourses. Larger repairs are sent out to mechanics off-site.</i>	
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.	
<i>All vehicles and equipment is washed indoors on site with documentation. The wash areas have silt traps that will collect all runoff from the wash bay, and are cleaned on a biweekly schedule.</i>	

<p>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.</p>
<p><i>The Borough of North Caldwell owns and operates a 500-ton salt storage dome. The dome is adequate to store all of the Borough's de-icing salt requirements. The facility is periodically inspected to assure it remains functional.</i></p> <p><i>The Borough of North Caldwell does not use sand as part of its de-icing program.</i></p> <p><i>During loading and unloading of salt and de-icing materials, practices are put in place to prevent/minimize spills. If salt or deicing materials are spilled, remove the materials immediately after discovery using dry cleaning methods only. All collected materials shall be either reused or properly discarded.</i></p>
<p>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.</p>
<p><i>A dumpster for vegetative brush is stored on site that gets recycled periodically.</i></p>
<p>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.</p>
<p><i>Cold patch asphalt is not stored on site. It is ordered on an as-needed basis. If there is any extra material, it is stored in buckets on a pallet for short term use.</i></p>
<p>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.</p>
<p><i>The Borough of North Caldwell does not store these materials on site.</i></p>

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.

The Borough of North Caldwell does not store these materials on site.

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.

The Borough of North Caldwell does not store these materials on site. When tires are being changed during repairs of equipment and vehicles, they are collected by the county and recycled.

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.

The Borough of North Caldwell does not store these materials on site. Inoperable vehicles and equipment are auctioned off or sold.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
<p><i>The Stormwater Program Coordinator (SPC) for the Borough of North Caldwell attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.</i></p>

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	<i>In-person group</i>
Construction Site Stormwater Runoff	<i>In-person group/field training Public Works Employees</i>
Post-Construction Stormwater Management in New and Redevelopment	<i>Virtual group Public Works Employees</i>
Community-wide Ordinances	<i>In-person group Code Enforcement, Police Department and Public Works Employees</i>
Community-wide Measures	<i>In-person group Public Works Employees</i>
Stormwater Facilities Maintenance	<i>Field training Public Works Employees</i>

Municipal Maintenance Yards and Other Ancillary Operations	<i>Field training Public Works Employees</i>
MS4 Mapping	<i>Field Training Engineering Employees</i>
Outfall Stream Scouring	<i>Field training</i>
Illicit Discharge Detection and Elimination	<i>Field Training Engineering Employees</i>

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<i>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.</i>

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
<i>Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.</i>
<i>Within 6 months of commencing duties, watch Asking the Right Questions in Stormwater Review Training Tool. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management.</i>

Training Records
Indicate the location of training records for the above required training.
<p><i>Training records that include the type of training, date conducted, attendees, and trainers are maintained by the SPC and located in the Borough Clerk's office and uploaded to the system.</i></p>

Form 11 – MS4 Mapping
Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.northcaldwell.org/sites/g/files/vyhlf7596/f/uploads/north_caldwell_sw_outfall_map_2023.pdf	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	80
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	TBD
c. MS4 interconnections	TBD
d. MS4 storm drain inlets	1054
e. MS4 manholes	TBD
f. Length of conveyance (channels, pipes, ditches, etc.)	TBD
g. MS4 pump stations	TBD
h. MS4 stormwater facilities (any that are not listed above)	7
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.).	
<i>All new infrastructure built are mapped by Stormwater Compliance Solutions annually. Updated maps and reports are submitted to the NJDEP MS4 Case Manager.</i>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<i>The Borough has contracted with Stormwater Compliance Solutions to complete the MS4 Infrastructure Map. Upon completion, all data will be converted into Shape files and submitted to the MS4 Case Manager in advance of the mapping requirement deadline (January 1, 2026).</i>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
<i>The Borough of North Caldwell is currently collecting data required to develop the Phase 1 Watershed Inventory Report (due and required for posting by 01/01/2026).</i>
2. Describe any regional projects or collaboration efforts with other municipalities.
N/A
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
<i>Minutes of all proceedings for public meetings and public information sessions will be maintained by the Borough of North Caldwell Clerk and posted on the dedicated stormwater page on the Borough website when the meetings are held.</i>