

Stormwater Pollution Prevention Plan

City of Cape May

Cape May County

NJPDES #: NJG0141852

(Tier A)

Last Revision Date

December 2004

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Joseph Picard: Storm Water Coordinator
Office Phone # and eMail	609-884-9570 Publicworks@capemaycity.com
Signature/Date	Joseph A. Picard 12/14/ 2018
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	<p>PLANNING BOARD</p> <p>Clarence F. Lear, III, Mayor Class I</p> <p>Harley Shuler, Vice Chairperson Class IV</p> <p>Joseph Picard Class II Member</p> <p>Patricia Gray Hendricks Class III Member</p> <p>William Bezaire, Chairperson Class IV Member</p> <p>Robert Elwell Class IV Member</p> <p>Gerald France Class IV Member</p> <p>Jerome Inderwies, Jr. Class IV Memeber</p> <p>Michael Jones Class IV (Cross Member with Environmental Commission)</p> <p>John Macciocchi Alternate I</p> <p>Scott Maslow Alternate II</p> <p>Craig R. Hurless, PE PP, CME Board Engineer</p> <p>Richard M. King, Jr., Esquire Board Attorney</p>
Print/Type Name and Title	<p>ZONING BOARD</p> <p>Virginia Hensel</p> <p>Diane Hutchinson, Chairperson</p> <p>Peter Iurato, Vice Chairperson</p> <p>Claire McAlinden</p> <p>William Murray</p> <p>John Van De Vaarst</p> <p>Theresa Werner</p>

	Dillon Mullock Deborah Lukens Craig Hurless, PE, PP, CME Richard M. King., Jr., Esquire	Alternate I Alternate II Board Engineer Board Attorney
Print/Type Name and Title	Clarence F. Lear III Shaine P. Meier Patricia Gray Hendricks Stacey Sheehan Zack Mullock	Mayor Deputy Mayor Councilmember Councilmember Councilmember
Print/Type Name and Title	Tom Thornton	City Engineer
Print/Type Name and Title	Lou Vito	Construction Official
Other SPPP Team Members		
Print/Type Name and Title		
Print/Type Name and Title		
Print/Type Name and Title		
Print/Type Name and Title		

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.				
2.				
3.				
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

<p>1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:</p>	<p>City of Cape May Web Site Capemaycity.com</p>
<p>2. Date of most current SPPP:</p>	<p>December 2004</p>
<p>3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:</p>	<p>Capemaycity.com</p>
<p>4. Date of most current MSWMP:</p>	<p>October 18, 2005</p>
<p>5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:</p>	<p>Cape May City Hall 643 Washington Street, Cape May, NJA 08204</p>
<p>6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:</p>	
<p>The Planning and Zoning Boards require developers to notify residents within 500 feet of the project area. The planning and Zoning agenda is posted on the city website for everyone.</p> <p>Public Notices are of all meeting are also advertised in the local paper.</p>	

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.
The Public Works Department participates at events ie; National night out, Audubon Weekend, National Environmental Day, each year with DEP brochures and other educational materials which relates to litter, pet waste, and keeping the ocean clean available at our table during these events. Copies are available in the municipal building, and library.
2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.
A DEP brochure on Storm Water Pollution is mailed to our residents and businesses, with the quarterly Water / Sewer Bill. Copies are available in the municipal building, and library.
3. Indicate where public education and outreach records are maintained.
All information on community events and cleanup programs as well as educational information are kept at the Public Works Office.

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?
MAJOR DEVELOPMENT — Any development that provides for ultimately disturbing more than 5,000 square feet of land or 5,000 square feet of impervious coverage. This rule also applies to redevelopment and infill projects. At the discretion of the Cape May City Planning Board or Zoning Board of Adjustment, whichever is applicable, and on a case-by-case basis, stormwater management for major development projects can be waived to meet the minimum stormwater control requirements as defined in the Stormwater Rule (N.J.A.C. 7:8) due to site-specific hardships, and that it can be demonstrated that such a waiver would still provide for the protection of local water quality. Projects that qualify from this requirement are as follows: 1) development that provides for ultimately disturbing land from 5,000 square feet to one acre; and 2) development that provides for ultimately increasing impervious coverage from 5,000 square feet to 1/4 acre. Otherwise, compensatory stormwater mitigation measures for noncompliant projects will required in accordance with N.J.A.C. 7:8. "Disturbance" for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation.

2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?	
No	
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?	
<p><i>We are already ensuring that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, NJAC 7:8, referenced in those standards) are in compliance with those standards. Our planning and zoning boards ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.</i></p> <p><i>City ordinances ensure adequate long-term operation and maintenance of BMP's for that project by requiring a project maintenance plan, and by requiring and funding the implementation of that plan. In addition, any storm drain inlets we install for such projects will comply with that ordinance's standards for such inlets.</i></p> <p><i>. For any BMP that is installed with the requirements of our post-construction program, Cape May City will ensure adequate long-term operation, as well as preventative and corrective maintenance (including replacement) of BMPs. For BMPs on private property that we do not own or operate, Cape May City intends to do this by adoption and enforcement of provisions in the municipal control ordinances to provide necessary operations and maintenance.</i></p>	
4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.	
<p>All plans for any development project include storm water controls and site improvements. They are submitted to the planning board for review by their engineer. Upon review the engineer issues a compliance letter to the developer.</p>	
5. Does the Municipal Stormwater Management Plan include a mitigation plan	Yes
7. What is the physical location of approved applications for major development projects, Major Development	Cape May City Hall 643 Washington Street Cape May NJ 08204

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	10/18/05	Capemaycity.com	YES	Code Enforcement
2. Wildlife Feeding permit cite IV.B5.a.ii	10/18/05	Capemaycity.com	YES	Code Enforcement
3. Litter Control permit cite IV.B5.a.iii	3/18/97	Capemaycity.com	YES	Code Enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	10/18/05	Capemaycity.com	YES	Code Enforcement
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	10/18/05	Capemaycity.com	YES	Code Enforcement Public Works
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	12/9/09	Capemaycity.com	YES	Public Works
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	10/18/05	Capemaycity.com	YES	Public Works S.W. Coordinator
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	10/18/05	Capemaycity.com	YES	Code Enforcement S.W. Coordinator
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	12/9/09	Capemaycity.com	YES	Code Enforcement Public Works

Indicate the location of records associated with ordinances and related enforcement actions:

**Cape May City Hall
643 Washington Street Cape May NJ 08204
Clerks Office**

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

There are 29 lane miles of streets which are on a weekly program for sweeping.

Street Sweeping is conducted from March to December,. All streets are swept on a weekly basis, weather permitting

A sweeping log is kept daily showing which streets are swept.

The miles and hour meter are recorded as well as the number of loads of debris collected..

2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

N/A

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

No

4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.

Cape May City Public Works

830 Canning House Lane

Cape May , NJ 08204

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
Public Works conducts catch basin cleaning during the spring & fall each year. We also respond before and after storm events to maintain catch basin function and efficiency
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
There are 652 catch basins in the city
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
All catch basins will be inspected once each year and maintained, if necessary, by DPW personnel.
4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
During Spring & Fall storm basin cleaning if labels are missing it is noted for a replacement label.
5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
Cape May City Public Works 830 Canning House Lane Cape May , NJ 08204

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

<p>1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.</p>
<p>During Spring & Fall storm basin cleaning if labels are missing it is noted for a replacement label.</p>
<p>2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.</p>
<p>P.W. Supervisor inspects storm drains for compliance and completes a re-inspection of storm drain.</p>
<p>3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.</p>
<p>Private subdivisions are required to submit an annual inspection of their drains and this is inspected by the Storm Water Inspector.</p>
<p>4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.</p>
<p>Private subdivisions are required to submit an annual inspection of their drains and this is inspected by the Certified Storm Water Inspector.</p>

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:

Cape May City Public Works
830 Canning House Lane
Cape May, NJ 08204

List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:

Raw materials – clean stone, top soil, mulch, cold patch

Intermediate products – None

Final products – None

Waste materials – N/A

By-products – None

Machinery – Municipal vehicles

Fuel – None

Lubricants – None

Solvents – None

Detergents related to municipal maintenance yard or ancillary operations – None

Other –

<p>For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.</p> <p>Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.</p>
<p>1. Fueling Operations</p>
<p><i>Fueling facilities are located at the Public Works Facility and (includes one (1) 2,000 gallon gasoline and one (1) 2,000 gallon diesel AST), which were installed in 2018.</i></p>
<p>2. Vehicle Maintenance</p>
<p>The city has a fleet of over 70 vehicles and various equipment. All maintenance is completed in house and monthly inspections will be held to ensure that the SOP is being met.</p>
<p>3. On-Site Equipment and Vehicle Washing</p>
<p>There is a vehicle washing station at the public works facility as required by the DEP And the waste water is collected into a separator then into the sanitary sewer system.</p>
<p>4. Discharge of Stormwater from Secondary Containment</p>
<p>N/A</p>
<p>5. Salt and De-Icing Material Storage and Handling</p>

DPW constructed a salt storage building 25' x 40' in 2018. The structure is a fully enclosed structure with an impermeable floor.

Cape May City has an Co-Op agreement with the county to purchase salt. at the County (airport) facility through the Cape May County co-op Shared Services Program.

6. Aggregate Material and Construction Debris Storage

All materials are stored on Concrete floors and block walls to prevent runoff onto ground.

7. Street Sweepings, Catch Basin Clean Out and Other Material Storage

All material collected is disposed of at the county facility located at the airport.

8. Yard Trimmings and Wood Waste Management Sites

Dumpsters are used for vegetation and branches and are removed by recycling contractor.

9. Roadside Vegetation Management

Public Works maintains all vegetation along city properties and right-away areas which affect pedestrian and vehicle traffic.

All vegetation is disposed of in dumpsters located at the public works facility.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>A. Municipal Employee Training: Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Cert. Storm Water Inspector
2. Stormwater Facility Maintenance	Every year	Cert. Storm Water Inspector
3. SPPP Training & Recordkeeping	Every year	Cert. Storm Water Inspector
4. Yard Waste Collection Program	Every 2 years	Cert. Storm Water Inspector
5. Street Sweeping	Every 1 years	Cert. Storm Water Inspector
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Cert. Storm Water Inspector
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Cert. Storm Water Inspector
8. Waste Disposal Education	Every 1 years	Cert. Storm Water Inspector
9. Municipal Ordinances	Every 2 years	Cert. Storm Water Inspector
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Cert. Storm Water Inspector Construction Official
<p>B. Municipal Board and Governing Body Members Training: 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. Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.</p>		
<p>C. Stormwater Management Design Reviewer Training: All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.</p>		

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.



Queen Street
Outfall.pdf



Ocean street outfall
a.pdf



Ocean street outfall
b.pdf

Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

**The city has 2 outfall pipes.
Ocean street which is submerged
Queen street – Forced Storm main**

Records are kept at: Cape May City Public Works
830 Canning House Lane
Cape May , NJ 08204

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

N/A

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

The city has a pump station with a force main storm water system which pumps into the ocean. The station is located at 921 Benton Avenue and it services the lowest lying area of cape may city.

It has 1-16” force main and 2- 30” force mains all cast iron pipes

The city has contracted all maintenance service for this station and this is done yearly.

All records are kept at the public works office.

2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each storm water facility NOT owned or operated by the municipality.

Private subdivisions are required to submit an annual inspection of their retention basins and maintenance to the Public Works Supt.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

Cape May City Public Works
830 Canning House Lane
Cape May , NJ 08204

Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see <https://hydro.rutgers.edu>. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

Municipality and County

Cape May City
Cape May County

Total Maximum Daily Load(TMDL) Information for Selected Municipality:

Applicable Stream TMDL(s)

None

Applicable Lake TMDL(s)

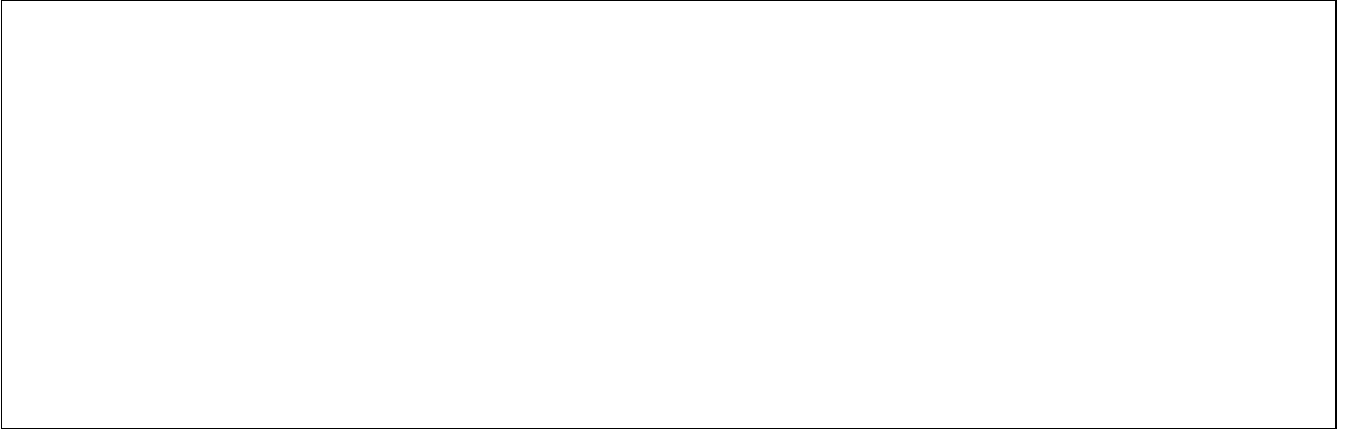
None

Applicable Shellfish TMDL(s)

- Ten Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 16

Total coliform - 2006 : Jarvis Sound-B :

2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.



SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.

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2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?

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