

Stormwater Pollution Prevention Plan

Township of Hamilton
Mercer County
NJG0150258

Annual Review Date: September 13, 2024
Stormwater Program Coordinator: Samantha Brown, P.E.

Table of Contents

Form 1 – Team Members	3
Form 2 – Revision History	5
Form 3 – Public Announcements.....	6
Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment ...	7
Form 5 – Ordinances	9
Form 6 – Street Sweeping.....	11
Form 7 – MS4 Infrastructure	13
Form 8 – Community-wide Measures	18
Form 9 – Municipal Maintenance Yards & Other Ancillary Operations	20
Form 10 – Training.....	25
Form 11 – MS4 Mapping	28
Form 12 – Watershed Improvement Plan	29

Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Samantha Brown, Municipal Engineer	
Phone	(609) 890-3636	Email	SaBrown@hamiltonnj.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Samantha Brown, PE/ Municipal Engineer	
Phone	(609) 890-3636	Email	SaBrown@hamiltonnj.com
Name and Title		Douglas Johnson, PE /Senior Associate/Remington & Vernick Eng.	
Phone		Email	
Name and Title		Doug White, PE/ Group Manager/ T&M	
Phone		Email	
Name and Title		Jeff Richter, PE/ ACT Engineers Director of Engineering	
Phone		Email	
Other Municipal Stormwater Team Members			
Name and Title		Chuck Thomas/Director of Public Works/Township of Hamilton	
Phone	(609) 890-3568	Email	
Name and Title		Carrie Feuer/Director of Water Pollution/Township of Hamilton	
Phone	(609) 890-4139	Email	
Name and Title		Kathleen Fitzgerald/Director of Health/Township of Hamilton	
Phone	(609) 890-3504	Email	
Name and Title		Environmental Commission/Township of Hamilton	
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
Traiser, LLC	GIS mapping services	Year to year	
Rutgers University	Training, public outreach, outfall, illicit and catch basin inspections, watershed imp. plan and asse. report	Year to year	

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.hamiltonnj.com/243/Stormwater-Management-Efforts
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Samantha Brown Township Engineer
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.
Direct mailings by post, Hamilton Post, Facebook.com/HamiltonTwpNJ, Twitter @hamiltontwpnj, https://www.hamiltonnj.com/ , https://www.hamiltonnj.com/243/Stormwater-Management-Efforts , http://water.rutgers.edu/Projects/Hamilton/Hamilton.html

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>Any development that provides for ultimately disturbing one or more acres of land or increases the impervious surface by ¼ acre or more. "Disturbance" for the purpose of this chapter is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting or removing of vegetation.</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 same</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>
<ul style="list-style-type: none"> ◆◆ Application Submitted <ul style="list-style-type: none"> ▶ Completion Review <ul style="list-style-type: none"> ▶ If application is incomplete, Applicant advised must correct and resubmit ▶ If application is still incomplete, returned to Applicant for corrections and resubmittal ▶ Application Deemed Complete <ul style="list-style-type: none"> ■ Technical Review ■ Plans/Reports reviewed for compliance ■ Check against Township Ordinance and RSIS ■ Comments sent to Applicant ■ Planning/Zoning Meeting <p>Township (and Consultants as needed) Reviews final plan for complianc</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>Yes, the mitigation plan will be updated to comply with the revised Stormwater Management Regulations (N.J.A.C. 7:8) Township of Hamilton Land Use Office 2090 Greenwood Ave. Hamilton, NJ 08609</p>

5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
Chapter 577 Stormwater Control Adopted on 01/05/2006, Amended 03/16/2021, Amended 07/11/2024
6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
Hamilton Township Watershed and Stormwater Management Implementation Plan, developed by Rutgers Cooperative Extension Water Resources Program, on 02/14/2012

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	12/6/2005	<i>More in depth</i> https://ecode360.com/27579354	Health Dept.	\$2,000
2. Wildlife Feeding	12/6/2005	<i>More in depth</i> https://ecode360.com/27606466	Health Dept.	\$2,000
3. Litter Control	12/6/2005	<i>More in depth</i> https://ecode360.com/27606344	Health Dept.	\$2,000
4. Improper Disposal of Waste	12/6/2005	<i>More in depth</i> https://ecode360.com/27607701	Health Dept.	\$2,000
5. Yard Waste	12/6/2024	<i>More in depth</i> https://ecode360.com/27523003	Health Dept.	\$2,000
6. Private Storm Drain Inlet Retrofitting	1/8/20219	<i>More in depth</i> https://ecode360.com/34792299	Engineering Div. & Public Works Dept.	\$2,000
7. Illicit Connections	12/6/2005	<i>More in depth</i> https://ecode360.com/27607724#27607724	Health Dept & Public Works Dept	\$2,000
8. Privately-Owned Salt Storage	12/19/2023	<i>Same</i> https://ecode360.com/44879261#44879261	Police Dept & other municipal officials	\$2,000
9. Tree Removal-Replacement	<i>Should be adopted by the end of 2024</i>	<i>Extension was granted to the end of 2024</i>		
10. Refuse Container/ Dumpster	12/22/1993	<i>More in depth</i> https://ecode360.com/27522750#27522750	Division of Health Dept. of Public Work Dept. of Public Safety	\$2,000
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.				
Refuse Container/ Dumpster, 12/22/1993, https://ecode360.com/27522750#27522750 , Division of Health, PW, and Safety, \$2,000				

Indicate the location of records associated with ordinances and related violations and enforcement actions below.
Municipal Clerk and Community & Economic Development

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.

Hamilton Township 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: (1) the street is owned or operated by the Township; (2) the street is curbed and has storm drains; (3) the street has a posted speed limit of 35 miles per hour or less; (4) the street is not an entrance or exit ramp; and (5) the street is in a predominantly commercial area. Attached is a map of the streets that are swept. The street sweeping program divides the municipality in different zone. These zones are also shown on the attached map.

Hamilton Township does not sweep that: (1) are not owned or operated by the Township; (2) do not have curbs and storm drains; (3) have a posted speed limit over 35 miles per hour; (4) are an entrance or exit ramp; or (5) are not in a predominantly commercial area.

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

Hamilton Township does not outsource any sweeping.

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 township owned storm drain inlets are labeled in our GIS system.

Prior to a township roadway being paved, it is inspected for non-compliant storm drains and are retrofitted as needed.

All Township storm drain inlets, headers, catch basins or other BMP's to collect solids shall comply with Hamilton Township Stormwater ordinance and Hamilton Township construction details.

All Township storm drain inlets are inspected using a NJDEP inspection checklist. If the visual inspection determines a storm drain inlet needs to be cleaned, then the inlet is cleaned.

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.

All Township storm drain inlets are inspected using a NJDEP inspection checklist. If the visual inspection determines a storm drain inlet needs to be cleaned, then the inlet is cleaned.

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 Township storm drain inlets are inspected using a NJDEP inspection checklist. If the visual inspection determines a storm drain inlet needs to be cleaned, then the inlet is cleaned. The equipment/techniques are a combination of the Township's jet-vac truck, flashlights, and visual inspections.

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.

Stream scouring is detected during the outfall inspections. Outfalls where stream scouring is occurring will be prioritized for repairs by the Township. Records for outfall pipe scouring will be maintained at 240 Tampa Avenue. The equipment and techniques used vary from each job as designed by the Engineering Office.

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.

Rutgers has assisted the Township with inspection of outfalls. There are 358 outfalls in the Township. Rutgers inspected all the outfalls over the last five years. Rutgers will continue to inspect outfalls during the five-year permit cycle to ensure that all outfalls are inspected at

least once during the five-year permit cycle. Outfalls will be inspected by zone/s each year records will be maintained at Public Works, 240 Tampa Avenue.

Rutgers has developed an illicit discharge detection and elimination program for Hamilton Township. 102 outfalls were tested in 2022, and continue to test per requirements of MS4. If an illicit discharge is detected, procedures outlined in the Illicit Discharge Detection and Elimination Program will be followed to eliminate the illicit discharge. Records will be kept for this program and provided in the Annual Report to 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.

N/A

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.

The Township has passed an ordinance requiring privately owned stormwater management facilities to be inspected and maintained. Reports are being filed with the municipality annually. Spot inspections by the Township will be conducted to confirm that the private maintenance reports are accurate. The Township will review the maintenance plan for the specific basin and direct the basin owner to conduct proper maintenance. If private stormwater facility owners do not file an inspection report, they will be fined. The Township has identified basins that are owned by private individual residents. The Township will inspect these basins on an annual basis to ensure they are receiving basic maintenance (such as mowing and trash removal).

The Township will conduct significant maintenance and repairs (such as repairing inlet and outlet structures).

8. Infrastructure Records

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

Public Works, 240 Tampa Avenue & Township of Hamilton Engineering Office

2090 Greenwood Ave.

Hamilton, NJ 08609

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 Township of Hamilton complies with current statutory/regulatory requirements as per the applicator's licenses.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
Visual inspections on roadways are completed and excess salt piles are removed with hand tools at that time.
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.).
Combination of: materials are collected curbside by Township crews and brought to the Township's recycling center/materials are brought directly by residents to the Township's recycling center. Then the materials are stored and processed as per the Township's permit with NJDEP for the facility.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
When conditions are found through visual inspection or reported by a citizen, the repairs are then completed by Public Works under the design/supervision of the Engineering Office.



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: 3

1. Site Name and Address	
<p>Hamilton Township maintenance yard is located at 240 Tampa Ave, Hamilton, NJ 08610 Hamilton Township Veterans Park maintenance yard at 2206 Kuser Road, Hamilton, NJ 08690 Hamilton Township Ecological Facility located at 1360 Kuser Road, Hamilton, NJ 08619</p>	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>Catch basins and inlets at these locations are inspected in the same manner as the assets located along roadways.</p>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Raw materials- stored undercover	Pick up trucks
Lubricants- stored inside	Small dump trucks
Solvents- stored inside	Miscellaneous equipment
Fuel- underground storage tanks	

Yes, at the 240 Tampa Avenue location. The system is self-contained. Solids are captured and disposed of as solid waste.

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.

Yes, at the 240 Tampa Avenue location. Materials are stored in a conventional covered salt barn. Barriers are set up at ground level to capture any residue during periods of inclement weather that may materialize during the loading process.

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.

Yes, at the 1360 Kuser Road location. The materials are all stored in compliance with the site's permit with NJDEP.

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.

Yes, at the 240 Tampa Avenue location. The materials are stored bagged, on pallets, in an enclosed structure.

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.

No, these materials are disposed of at the end of shift.

<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.</p>
<p>Wood waste and yard trimmings that meet the Town’s NJDEP permit requirements for the site are stored at the 1360 Kuser Road location following the permit guidelines.</p>
<p>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.</p>
<p>The Town allows residents to drop-off passenger vehicle tires off-rim at the 1360 Kuser Road facility. The tires are stored in a weatherproof enclosed container.</p>
<p>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.</p>
<p>Yes, at the 240 Tampa Avenue facility. The inoperable vehicles are stored outdoors until they are sold at public auction.</p>



Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
Rutgers Stormwater Maintenance, NJDEP Stormwater Management Design Review Courses, CRS Workshops

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	Rutgers Stormwater Maintenance, NJDEP Stormwater Management Design Review Courses, CRS Workshops
Construction Site Stormwater Runoff	Rutgers Stormwater Maintenance Review in person annual training
Post-Construction Stormwater Management in New and Redevelopment	Rutgers Stormwater Maintenance Review in person annual training
Community-wide Ordinances	Rutgers virtual trainings open to the public
Community-wide Measures	Rutgers virtual trainings open to the public

Stormwater Facilities Maintenance	Rutgers Stormwater Maintenance Review in person annual training
Municipal Maintenance Yards and Other Ancillary Operations	In the field, on the job, and Rutgers Stormwater Maintenance Review in person annual training
MS4 Mapping	Rutgers Stormwater Maintenance, NJDEP Stormwater Management Design Review Courses, CRS Workshops
Outfall Stream Scouring	Rutgers Stormwater Maintenance, NJDEP Stormwater Management Design Review Courses, CRS Workshops
Illicit Discharge Detection and Elimination	Rutgers Stormwater Maintenance, NJDEP Stormwater Management Design Review Courses, CRS Workshops

Stormwater Management Design Reviewers

Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.

Rutgers Stormwater Maintenance, NJDEP Stormwater Management Design Review Courses, CRS Workshops, in person and virtual

Municipal Board and Governing Body Members

Describe the training provided for members of the planning/zoning board and municipal council.

Training is 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/de12/stormwater/training.htm.

Within six (6) months of commencing duties, watching *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.

Training Records

Indicate the location of training records for the above required training.

Hamilton Township Municipal Building, 2090 Greenwood Ave, Hamilton, NJ 08609

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.hamiltonnj.com/243/Stormwater-Management-Efforts	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	358
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	408
c. MS4 interconnections	242
d. MS4 storm drain inlets	12,098
e. MS4 manholes	2269
f. Length of conveyance (channels, pipes, ditches, etc.)	1,542,876
g. MS4 pump stations (sanitary)	6
h. MS4 stormwater facilities (any that are not listed above)	-
i. Maintenance yard(s) and other ancillary operations	3
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.).	
<p>Hamilton Township Engineering Division and Public Works Division work with Rutgers University Stormwater Cooperative Program and Traisr to inspect MS4 infrastructure and update maps.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>The infrastructure map is created by Rutgers University Stormwater Cooperative Program. The Hamilton Township Engineering and Public Works Divisions work with Rutgers and Traisr to have GIS maps updated.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

<p>1. Describe how your municipality is developing its Watershed Improvement Plan.</p>
<p>Rutgers has completed the first section of the Watershed Inventory Report, dated 01/31/2024 and is continuing to work on the Watershed Improvement Plan.</p>
<p>2. Describe any regional projects or collaboration efforts with other municipalities.</p>
<p>None.</p>
<p>3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.</p>
<p>https://www.hamiltonnj.com/243/Stormwater-Management-Efforts</p>