

Stormwater Pollution Prevention Plan

Estell Manor City

Atlantic County

Permit Number NJG0155179

Annual Review Date: December 2023

Stormwater Program Coordinator: Stephen Nardelli

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Stephen Nardelli, PE, PP, CME, Fralinger Engineering	
Phone	856-451-2990	Email	snardelli@fralinger.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		J. Michael Fralinger Jr., PE	
Phone	856-451-2990	Email	jmfjr@fralinger.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		Jeff Cornew, Public Works Foreman	
Phone	609-476-2692 ext. 106	Email	publicworks2@estellmanor.org
Name and Title		Lisa Marcolongo, RMC, CMR	
Phone	609-476-2692 ext. 2	Email	cityclerk@estellmanor.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.)

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
http://www.estellmanor.org/publicworks/stormwatermanagement.html
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Lisa Marcolongo, RMC, CMR
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.
Electronic – Township’s website, RAVE Alert. Physical – letters, handouts, fliers, display at town hall building, Historical Society newsletter. Community Events – handouts, fliers, displays, Community cleanups

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.
The municipality defines major development the same as it is found in NJAC 7:8
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.
The SCO is the same as the NJDEP’s model.
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 stormwater plan is submitted and reviewed by the municipal board or officials. The board officials will consult with the township’s engineer to determine if all checklist requirements have been satisfied.
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 Estell Manor City Hall 148 Cumberland Avenue Estell Manor, NJ 08319
5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
02/12/2008
6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
02/07/2007

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		<i>To be adopted prior to May 1, 2024</i>		\$ ____
2. Wildlife Feeding		<i>To be adopted prior to May 1, 2024</i>		\$ ____
3. Litter Control		<i>To be adopted prior to May 1, 2024</i>		\$ ____
4. Improper Disposal of Waste		<i>To be adopted prior to May 1, 2024</i>		\$ ____
5. Yard Waste		<i>To be adopted prior to May 1, 2024</i>		\$ ____
6. Private Storm Drain Inlet Retrofitting		<i>To be adopted prior to May 1, 2024</i>		\$ ____
7. Illicit Connections		<i>To be adopted prior to May 1, 2024</i>		\$ ____
8. Privately-Owned Salt Storage		<i>To be adopted prior to May 1, 2024</i>		\$ ____
9. Tree Removal-Replacement		<i>To be adopted prior to May 1, 2024</i>		\$ ____
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.				
<i>N/A</i>				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Estell Manor City Hall 148 Cumberland Avenue Estell Manor, NJ 08319				

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.

The triannual and annual street sweeping programs will be adopted prior to EDPA + 36 months.

There are no roads within the city that have storm drain inlets. Roads that do not have inlets but discharge to surface water will be swept at least once per year.

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

Street sweeping will be outsourced through shared service agreement or partnership with neighboring townships.

Form 7 – MS4 Infrastructure
Part IV.F.2-4. and Part IV.G.2-3.

<p>1. Municipal Storm Drain Inlets</p> <ul style="list-style-type: none"> 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.
<p>Not applicable. The city does not have any storm drain inlets. Any applicant that is approved for a development plan that requires storm drain inlets will be required to include catch basins or other BMPs.</p>
<p>2. Municipal Catch Basins</p> <ul style="list-style-type: none"> 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.
<p>Not applicable. The city does not have any storm drain inlets.</p>
<p>3. Municipal Conveyance System</p> <p>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.</p>
<p>Not applicable. The city does not have any storm drain inlets, therefore no conveyance system to inspect.</p>
<p>4. Municipal Outfall Inspections – Stream Scouring</p> <p>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.</p>
<p>Not applicable. The city does not have any outfall structures.</p>

<p>5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination</p> <p>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.</p>
<p>Not applicable. The city does not have any outfall structures.</p>
<p>6. Other Municipal Infrastructure</p> <p>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.</p>
<p>N/A</p>
<p>7. Stormwater Facilities Not Owned or Operated by the Municipality</p> <p>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.</p>
<p>The township performs drive-by inspections of facilities not owned or operated by the municipality no less than once per year.</p> <p>In the event of an issue, the township’s enforcement officer will notify the owner. Any negligence will result in citation by the township to owner.</p> <p>Records will be kept on when correspondence is made with these private entities</p>
<p>8. Infrastructure Records</p> <p>Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.</p>
<p>Estell Manor City Hall 148 Cumberland Avenue Estell Manor, NJ 08319</p>

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.
N/A. Not licensed.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
The township inspects and removes all excess salt piles after snowstorms. Front loaders or hand shoveling into trucks is done.
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.).
Wood waste is chipped down and taken to an appropriate facility. The city does not collect grass clippings and they are blown away from any type of stormwater/body of water.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
All roadways owned and operated by the township are inspected weekly. Any erosion issues are addressed and fixed less than ninety (90) days from date of detection.

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	
148 Cumberland Avenue Estell Manor, NJ 08319	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
Site inspections are performed daily Monday – Friday as public works employees are on site. Documentation is done monthly. All aspects of the site are inspected to ensure no stormwater related issues are present.	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
N/A	Two (2) double barrel fuel tanks
	Three (3) plow attachments
4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
N/A. No secondary containers.	
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.	
Yes. Double barrel containers. Signage is posted on site regarding proper fueling process. Inspection performed prior to fueling. Drip pans are placed under the leak prone areas. Oil-dri is available on site should a spill/leak occur.	
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.	
Any maintenance is done indoors.	

<p>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.</p>
<p>No. vehicles are taken to an appropriate vehicle washing facility.</p>
<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>No. Salt is acquired from the county as needed.</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>No storage of this material. The city holds a “Dumpster Day” twice per year where the county supplies dumpsters for residents to drop off such material. The next day, the county takes away the dumpsters.</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>Cold patch purchased on an as needed basis. Bags are indoors.</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>N/A. No sweeper and no infrastructure to clean out.</p>
<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>No storage of this material. The city holds a “Dumpster Day” twice per year where the county supplies dumpsters for residents to drop off such material. The next day, the county takes away the dumpsters.</p>

<p>13. Scrap Tires</p> <p>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>Scrap tires are not stored on site. Residents can bring on “Dumpster Day”</p>
<p>14. Inoperable Vehicles and Equipment</p> <p>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>Not applicable. All vehicles are operating.</p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The townships SPC will attend the online webinar offered by NJDEP.

Topic	Municipal Employees Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	In-person hard copy and e-learning electronic copy SPPP available to municipal staff. Annual review of SPPP.
Construction Site Stormwater Runoff	In-person and e-learning training to municipal staff for knowledge of construction site stormwater runoff.
Post-Construction Stormwater Management in New and Redevelopment	In-person and e-learning training to municipal staff for knowledge of post-construction stormwater management.
Community-wide Ordinances	In-person and e-learning to municipal staff for knowledge of adopted/existing ordinances and notices of violation.
Community-wide Measures	In-person and e-learning to municipal staff for knowledge of community-wide measures.
Stormwater Facilities Maintenance	In-person by public works.
Municipal Maintenance Yards and Other Ancillary Operations	In-person by public works.

MS4 Mapping	In-person and e-learning. Hard copy and electronic copy of mapping available to municipal staff.
Outfall Stream Scouring	In-person by field training and e-learning.
Illicit Discharge Detection and Elimination	In-person by field training and e-learning.

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
Training is done with course supplied by NJDEP. At least once every five (5) years.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
<p>Training is done with videos supplied by NJDEP. They are available in the following links:</p> <p>https://dep.nj.gov/stormwater/stormwater-training/#municipal-boards-and-governing-body-training</p> <p>https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training</p> <p>Logs are kept for when individuals have watched the training.</p>

Training Records
Indicate the location of training records for the above required training.
<p>148 Cumberland Avenue Estell Manor, NJ 08319</p>

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
N/A. Township Infrastructure Map currently in development and to be complete prior to January 2026 deadline.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	N/A
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	N/A
c. MS4 interconnections	N/A
d. MS4 storm drain inlets	N/A
e. MS4 manholes	N/A
f. Length of conveyance (channels, pipes, ditches, etc.)	N/A
g. MS4 pump stations	N/A
h. MS4 stormwater facilities (any that are not listed above)	N/A
i. Maintenance yard(s) and other ancillary operations	N/A
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>Map to be completed prior to January 2026 deadline.</p> <p>When projects that take place in the township involve stormwater, it will be noted with the township. Newly installed infrastructure will be located and added to map with a revision date.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>Map to be completed prior to January 2026 deadline.</p> <p>Initial creation of map to be done by township's engineer by importing data collection points and symbolized based on point attributes. Will continue to be updated as necessary.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
Watershed Improvement Plan is underway and to be complete by deadline.
2. Describe any regional projects or collaboration efforts with other municipalities.
Watershed Improvement Plan is underway and to be complete by deadline.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
Watershed Improvement Plan is underway and to be complete by deadline.