Stormwater Pollution Prevention Plan

(Borough of High Bridge)
(Hunterdon County)
(Permit Number NJG0153656)
Annual Review Date: *(September 18, 2024)*
Stormwater Program Coordinator: *(Terence Vogt, PE)*

REMINGTON & VERNICK ENGINEERS
BY

Terence M. Vogt, PE, PP, CME
Principal, Regional Manager

Table of Contents

Form 1 – Team Members **3**
Form 2 – Revision History **4**
Form 3 – Public Announcements **5**
Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment ... **6**
Form 5 – Ordinances **8**
Form 6 – Street Sweeping **9**
Form 7 – MS4 Infrastructure **10**
Form 8 – Community-wide Measures **16**
Form 9 – Municipal Maintenance Yards & Other Ancillary Operations **18**
Form 10 – Training **23**
Form 11 – MS4 Mapping **26**
Form 12 – Watershed Improvement Plan **28**

Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	Terence Vogt, PE, PP, CME Borough Stormwater Engineer		
Phone	(732) 955-8000	Email	Terry.Vogt@rve.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title	John Ruchske, PE Planning Board Engineer		
Other Municipal Stormwater Team Members			
Name and Title	Public Notice Coordinator Adam Young – Borough Clerk Phone # (908) 638-6455		
Name and Title	Post Construction Stormwater Management Coordinator William H. Burr, IV, PE – Borough Engineer Phone # (908) 238-0900		
Name and Title	Local Public Education Coordinator Adam Young – Borough Clerk Phone # (908) 638-6455		
Name and Title	Ordinance Coordinator Wendy Rubinstein Quiroga, Esq. – High Bridge Borough Attorney Phone #(973) 348-6215		
Name and Title	Public Works Coordinator Charles Metz – Public Works Manager Phone # (908) 638-6588		
Name and Title	Employee Training Coordinator Charles Metz – Public Works Manager Phone # (908) 638-6588		
Name and Title	High Bridge Borough Municipal Engineer William H. Burr, IV, PE Phone # (908) 238-0900		

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
4/30/21	ALL	Updated SPPP per current NJDEP Municipal Stormwater Permit.
7/31/2023	1-12	Updated SPPP per 2023 MS4 Permit requirements
10/24/24	1-12	Annual (2024) SPPP updates
9/18/2025	1-12	Annual (2024) SPPP updates (incorporating 8/14/2025 NJDEP inspection comments)

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
Stormwater – Borough of High Bridge
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Brett Bartman, Borough Administrator
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
Hunterdon County Democrat and the Express Times

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

Part IV.E.

1. How does the municipality define "major development"? If it is different from the definition in N.J.A.C. 7:8, explain the difference.

"Major development" means an individual "development," as well as multiple developments that individually or collectively result in:

1. The disturbance of one or more acres of land since February 2, 2004;
2. The creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004;
3. The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2, 2021; or
4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more.
5. 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 paragraphs 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."

2. Is the municipality's stormwater control ordinance (SCO) the same as or more stringent than NJDEP's model SCO? If more stringent, explain the difference.

No, both residential and non-residential projects must comply with the Residential Site Improvement Standards for stormwater management and N.J.A.C. 7:8 concurrently.

The primary difference is that most non-residential projects are privately maintained. All privately owned and operated major development nonresidential projects have stormwater maintenance plans prepared per NJAC 7:8 which outlines private maintenance requirements.

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

The applicant's site development project shall be reviewed as a part of the subdivision or site plan review process by the municipal approval is sought (the review agency).

That review agency shall consult the engineer retained by the Planning and/or Zoning Board (as appropriate) to determine if all the checklist requirements have been satisfied and to determine if the project meets the standards set forth in this chapter.
4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
Yes, mitigation shall mean an action by an applicant providing compensation or offset actions for on-site stormwater management requirements where the applicant has demonstrated the inability or impracticality of strict compliance with the stormwater management requirements set forth in N.J.A.C. 7:8, in an adopted regional stormwater management plan, or in this local ordinance, and has received a waiver from strict compliance from the municipality. Mitigation options are detailed in Chapter 11 of High Bridge's 2005 Municipal Stormwater Management Plan (MSWMP).
5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.
Original SCO was adopted February 9, 2006. Existing SCO is Borough Ordinance 2024-035, adopted (after Hunterdon County review and approval September 12, 2024.
6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
Original MSWMP was adopted January 12, 2006. MSWMP was re-examined and adopted by the Planning Board in March, 2021.

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	2/9/2006	Yes	Police, Zoning Officer, DPW	*$___*
2. Wildlife Feeding	2/9/2006	Yes	Police, Zoning Officer, DPW	*$___*
3. Litter Control	2/9/2006	Yes	Police, Zoning Officer, DPW	*$__*
4. Improper Disposal of Waste	2/9/2006	Yes	Police, Zoning Officer, DPW	*$__*
5. Yard Waste	2/9/2006	Yes	Police, Zoning Officer, DPW	*$___*
6. Private Storm Drain Inlet Retrofitting	5/28/2009	Yes	Municipal Engineer/DPW	*$___*
7. Illicit Connections	2/9/2006	Yes	Police, Zoning Officer, DPW	*$___*
8. Privately-Owned Salt Storage	5/26/2023	Yes	Police, Zoning Officer, DPW	*$___*
9. Tree Removal-Replacement	2/8/2024	Yes	Police, Zoning Officer, DPW	*$___*

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.

All applicable MS4 ordinances adopted as of September, 2024.

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

High Bridge Borough Hall, 97 West Main Street, High Bridge, NJ 08829

Form 6 – Street Sweeping

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

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

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

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

High Bridge Borough sweeps, at a minimum of once per month (weather and street surface conditions permitting), all streets (including roads or highways) that meet all of the following criteria:

- The street is owned or operated by High Bridge Borough.
- The street is curbed and has storm drains.
- The street has a posted speed limit of 35 miles per hour or less.
- The street is not an entrance or exit ramp.
- The street is in a predominantly commercial area.

Washington Avenue, Center Street and McDonald Street are required to be swept (per existing MS4 permit street sweeping requirements).

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

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

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

Additional streets swept at Borough discretion on quarterly schedule (curbed roads first month, non-curbed roads second month, miscellaneous roads third month).

Form 7 – MS4 Infrastructure

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

1. Municipal Storm Drain Inlets

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

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

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

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

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

2. Municipal Catch Basins

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

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

Cleaning and maintenance shall be conducted, at a minimum, as frequently as necessary to ensure that sediment, trash, or other debris is removed as necessary to

restrict it from entering the waters of the State; to eliminate recurring problems and maintain proper function.

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

3. Municipal Conveyance System

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

The Borough of High Bridge has developed, implemented, and updated an MS4 conveyance system inspection, cleaning and maintenance program including municipally owned and operated ditches and pipes.

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

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

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

4. Municipal Outfall Inspections – Stream Scouring

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

The Borough of High Bridge has developed and implemented a Stream Scouring program which includes the following measures:

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

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

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

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

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

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

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

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

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

High Bridge Borough implemented the following program to detect, investigate, and enforce an ongoing Illicit Discharge Detection and Elimination Program in accordance with High Bridge's MS4 permit. This program shall be documented in the written SPPP). **As part of this program, High Bridge Borough performs the following tasks (per each permit cycle):**

1. High Bridge will conduct visual dry weather inspection of all outfall pipes owned or operated by the Borough at least once every five years to determine if

dry weather flow or other evidence of illicit discharge is present. Dry weather flow is flow occurring 72 hours after a rain event.

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

a. Eliminate non-stormwater discharges that are traced to their source and found to be illicit connections;

b. Document investigations and actions taken from using the Department's Illicit Connection Inspection Report Form;

c. Inspect any outfall pipes newly identified in compliance with Part IV.B.6.a for illicit discharges;

d. Investigate dry weather flows discovered during routine inspection and maintenance of other elements of the MS4; and

e. Investigate, within three months of receipt, complaints and reports of illicit connections including those from operating entities of interconnected MS4s.

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

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

6. Other Municipal Infrastructure

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

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

Infiltration Basins – DPW staff will perform inspections according to maintenance plans that were approved by the Borough for major development projects. If an

approved maintenance plan is not available, we typically adopt the suggested maintenance plan from the Department's BMP Manual.

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

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

7. Stormwater Facilities Not Owned or Operated by the Municipality

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

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

For all other stormwater infrastructure, each December, High Bridge Borough will send out a form to all private stormwater facility owners for them to complete and return to the Borough by January 15th for the previous year. The form requires the location and type of each stormwater facility on the property and the dates and details of inspections, maintenance, cleaning, and repairs that were performed. The form requires certification by the property owner that the stormwater facilities are functioning as designed, approved maintenance plans were followed (where appropriate) and has an area to explain if this is not the case. In instances where the owners do not perform the necessary maintenance, High Bridge may perform the maintenance and bill the owner.

8. Infrastructure Records

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

High Bridge Borough keeps an inventory list of all stormwater infrastructure (municipal and private)with records of inspections, cleaning, routine maintenance work, investigations of illicit connections and scouring near outfalls, and repairs that have been done as well as those projected for completion each year. These records are kept in the DPW office.

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management

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

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

2. Excess Deicing Material Management

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

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

3. Roadside Vegetative Waste

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

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

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

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

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

1. Site Name(s) and Address(es)

High Bridge Borough Department of Public Works
26 West Main Street
High Bridge, NJ 08829

Ancillary DPW storage areas and recycling facility (near Grounds for Art, west of Washington Avenue)

2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

High Bridge Borough implemented Best Management Practices (BMPs) at municipal maintenance yard (MMY) and ancillary operation owned or operated by High Bridge.

Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions taken during inspection, as well as those that are still needed, are noted in the inspection log. Follow-up actions are scheduled for completion within one week. Specifically, we check if outdoor containers are covered and placed on spill platforms or clean pallets and labels are in good condition.

We check that spill kits are accessible near liquid transfer areas. We check if bulk liquids are protected with secondary containment and that all accessories (hoses, valves, etc.) are in good condition and within the containment area. We check that all outdoor refuse containers and dumpsters are always covered. We keep all inspection records in the DPW office.

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

3. Inventory List

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

Materials	Machinery/Equipment
Calcium Chloride, Sodium Hypochlorite (liquid)	Loader, Backhoe, Sweeper, Lawn Mowers (3)
Diesel Fuel, High Test Premium Fuel	Dump Trucks (4), Pickup Trucks (3)
Case of Lubricant, 55 Gal. Drum of Hydraulic Fluid, 55 Gal. Drum of Motor Oil	Chipper, Lawn Mowers (3)
Car washing soap	

4. Discharge of Stormwater from Secondary Containment

Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

None

5. Fueling Operations

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

Fueling contractor is hired to fill double lined fuel tanks, so a trained professional is present during tank refueling operations. Spills are contained by utilizing spill pads located in drum adjacent to fueling area.

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.

Outside vendors are utilized for vehicle repairs and maintenance, most of which are handled off-site. Oil drums are used for waste resulting from on-site, ancillary repairs.

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.

The Public Works staff utilize a wash water recycler for on-site vehicle washing.

Maintenance logs for this equipment are kept in the office of the Director of Public Works. A plan is in place to upgrade the overflow connection from the recycler to the sanitary sewer to prevent clogs.

The Department of Public Works has a plan in place to install an oil water separator on the outlet of the on-site stormwater collection system to prevent possible contaminants from leaving the site.

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.

Liquid Calcium containment is always locked closed and inspected regularly. The salt shed has a concrete slab floor and a water-tight barn door. The rear of the salt shed is regularly cleaned of debris from the hill side; however, the Department of Public Works has plans to install formal drainage along the rear of the structure to prevent ponding or direct runoff contact.

Beginning January 1, 2023, Borough of High Bridge removes, within 72 hours after the end of the storm event, conditions permitting, piles of excess salt and de-icing materials that have been deposited during spreading operations (e.g., piles resulting from accidental spillage or when spreading equipment is started or stopped) on all streets and parking areas owned or operated by the permittee. Excess de-icing material removed from streets and parking areas may be returned to storage or properly managed if unsuitable for reuse.

9. Aggregate Material, Wood Chips, and Finished Leaf Compost (Recycling Center)

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 High Bridge stores aggregate materials, wood chips, and finished leaf compost in a manner that minimizes stormwater run-on and pollutant run-off.

Contractors utilize this area for temporary material staging. Debris is required to be hauled out at the end of the week and piles are maintained with silt fence around their perimeter.

10. Cold Patch Asphalt

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

If/when stored, High Bridge shall store asphalt in a permanent structure or on an impervious surface and cover in a manner that minimizes stormwater run-on and pollution run-off.

11. Street Sweepings and Storm Sewer Cleanout Materials

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Temporary storage of this material for one week until hauling company is contracted to remove stockpiles.

Street sweeping is collected and stored in a watertight container. All other materials are either stored indoors or tarped.

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.

High Bridge Borough stores construction and demolition waste, wood waste, and yard trimmings temporarily. Demolition waste is stored in a dedicated dumpster, which is covered when not in use and hauled for proper disposal when the container is full or every 4 months, whichever is sooner.

Contractors utilize this area for temporary material staging. Debris is required to be hauled out at the end of the week and piles are maintained with silt fence around their perimeter.

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.

If/when stored, all scrap tires are stored indoors (or covered with tarp to prevent contact with stormwater) until removed and disposed/recycled offsite.

14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.
If/when High Bridge Borough stores inoperable vehicles onsite, we stabilize drip pans and tarps to prevent stormwater run-on and run-off. Any equipment vehicles that are stored are also inspected monthly.

Form 10 – Training

Part IV.F.6-10.

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

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

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

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

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

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

Training Records
Indicate the location of training records for the above required training.
High Bridge Borough Hall, 97 West Main Street, High Bridge, NJ 08829

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://highbridge.org/documents-and-forms/forms	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	117
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	To be determined (TBD)
c. MS4 interconnections	TBD
d. MS4 storm drain inlets	500
e. MS4 manholes	TBD
f. Length of conveyance (channels, pipes, ditches, etc.)	TBD
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	TBD
i. Maintenance yard(s) and other ancillary operations	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.).	

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

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

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

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

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

Form 12 – Watershed Improvement Plan

Part IV.H.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

and

- Delaware River Basin Commission.

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

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

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

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

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

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

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

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

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

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

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