STORMWATER POLLUTION PREVENTION PLAN

PREPARED BY
LAWRENCE GONNELLO, P.E.
TOWNSHIP ENGINEER

March 9, 2005
Rev. October 15, 2007
Rev. March 30, 2009
Rev: December 1, 2019
Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.

For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law," N.J.S.A. 10:4-6 et seq.), Fairfield Township provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, Fairfield Township provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), Fairfield Township complies with those requirements.
Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event.

For our annual distribution, we will mail the DEP brochure to our residents and businesses. The brochure will be distributed to our residents in January with our township’s recycling newsletter. Extra copies will be available at our municipal library and at our municipal building.

Our annual event will be held each year in coordination with Fairfield’s Town Day Celebration. We will make the DEP brochure and other educational materials available at our table. We will also distribute pencils, magnets, and key chains with environmental messages related to the required BMP topics.

In addition, we will invite the Passaic River Coalition and other environmental groups to set up their own booths during this event.
Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map?

The Fairfield Township Engineering Department will use a GPS Unit to map out the location of the end of all outfall pipes operated by Fairfield Township. They will initially identify, map and investigate (see Illicit Connection Elimination Program and Outfall Pipe Stream Scouring Remediation Program) each outfall pipe that is located.

Fairfield Township has been divided into Target Areas 1-4 as shown on the Municipal Stormwater Pollution Plan. Township records will be reviewed to identify and establish the location of each known outfall. Each outfall will be field verified and condition noted. Areas North of Rt.46 which drain to the Big Piece Meadow and ultimately to the Passaic River will be mapped in 2006; areas immediately adjacent to the Deepavaal brook will follow in 2007,2008 and the remaining areas in 2009.

As the outfall pipe locations are identified, a topographic map will be developed displaying these outfall pipe locations, with an alphanumeric identifier at a scale of 1 inch = 100 feet.
**SPPP Form 8 - Illicit Connection Records**

<table>
<thead>
<tr>
<th>Municipality Information</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Municipality: Township of Fairfield</td>
<td>County: Essex</td>
</tr>
<tr>
<td>NJPDES#: NJG 0150835</td>
<td>PI ID #: 191118</td>
</tr>
<tr>
<td>Team Member/Title: Steve Bury</td>
<td>Township Engineer</td>
</tr>
<tr>
<td>Effective Date of Permit Authorization (EDPA): April 1, 2004</td>
<td></td>
</tr>
<tr>
<td>Date of Completion:</td>
<td>Date of Most Recent Update: October 15, 2007</td>
</tr>
<tr>
<td></td>
<td>January 15, 2019</td>
</tr>
</tbody>
</table>

**Prior to May 2, 2006**

**Note:** Attach a copy of each illicit connection report form for all outfalls found to have dry weather flows.

- Total number of inspections performed this year?
- Number of outfalls to have dry weather flows?
- Number of outfalls to have illicit connection?
- How many illicit connections were eliminated?
- Of the illicit connections found, how many remain?

**May 2, 2006 - May 1, 2007**

**Note:** Attach a copy of each illicit connection report form for all outfalls found to have dry weather flows.

- Total number of inspections performed this year?
- Number of outfalls to have dry weather flows?
- Number of outfalls to have illicit connection?
- How many illicit connections were eliminated?
- Of the illicit connections found, how many remain?

**May 1, 2007 - May 1, 2008**

**Note:** Attach a copy of each illicit connection report form for all outfalls found to have dry weather flows.

- Total number of inspections performed this year?
- Number of outfalls to have dry weather flows?
- Number of outfalls to have illicit connection?
- How many illicit connections were eliminated?
- Of the illicit connections found, how many remain?
For each ordinance, give the date of adoption. If not yet adopted, explain the development status:

Pet Waste: October 17, 2005

Is information sheets regarding pet waste distributed with pet licenses? Y (X) N ( )

Litter: October 17, 2005

Improper Waste Disposal: October 17, 2005

Wildlife Feeding: October 17, 2005

Yard Waste: October 17, 2005

Illicit Connections: October 17, 2005

Fertilizer Management: August 25, 2008

Refuse Container/Dumpster:

Private Storm Drain Inlet Retrofitting:

How will these ordinances be enforced?

Our code enforcement officers and local police officers will enforce these ordinances. First time offenses will be issued warning notices. Subsequent violations will be issued municipal summonses.
SPPP Form 12- Street Sweeping and Road Erosion Control Maintenance

<table>
<thead>
<tr>
<th>Municipality Information</th>
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<tbody>
<tr>
<td>Municipality: Township of Fairfield</td>
<td>PI ID #: 191118</td>
</tr>
<tr>
<td>NJIDES #: NJG 0150825</td>
<td>Fairfield Township DPW Director</td>
</tr>
<tr>
<td>Team Member/Title: Robert Payne</td>
<td>Effective Date of Permit Authorization (EDPA): April 1, 2004</td>
</tr>
<tr>
<td>Date of Completion:</td>
<td>Date of Most Recent Update: October 15, 2007</td>
</tr>
<tr>
<td></td>
<td>December 1, 2019</td>
</tr>
</tbody>
</table>

Street Sweeping

Please describe the street sweeping schedule that you will maintain.

Street sweeping: we have determined that residential sections must be swept three times annually. Commercial sections are on a monthly basis due to the fact we do not use grit or aggregate therefore debris from salting are kept to a minimum. Due to Northern climate no sweeping is done from December until April.

Our Street Sweeping Log is attached.

Road Erosion Control Maintenance

The Township of Fairfield will be using Public Works Personnel to inspect and repair areas of roadside erosion. All identified problems will be reported to the Director of Public Works, Michael deMontaigne. The appropriate method for repairs will be determined and will be done in accordance with the Standards for Soil Erosion and Sedimentation Control.

As most Township roads are curbed erosion is kept to a minimum.

During normal daily activities erosion detection will be directed to the Public Works Director for repairs. A log of repairs will be kept and included in the annual report. The areas of particular concern are:

- Park Avenue section
- Lane Road section
- Beverly Road section
- Martins Lane
Describe your stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control active, localized stream and stream bank scouring.

Outfall pipes will be inspected for signs of scouring at the same time our illicit connection program inspections take place. At the conclusion of the inspection phase, a prioritized list of areas to be remediated will be developed with a recommended methods and cost estimate. All repairs will be done in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey.

Permits where required will be obtained, and a record of all repairs be kept

Follow up inspections will be made to ensure scouring has not resumed.
<table>
<thead>
<tr>
<th>BMP</th>
<th>DATE SOP Went into effect</th>
<th>Describe your inspection schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fueling Operations</strong> (including the required practices listed in Attachment D of the permit)</td>
<td>March, 2005</td>
<td>Monthly</td>
</tr>
<tr>
<td><strong>Vehicle Maintenance</strong> (including the required practices listed in Attachment D of the permit)</td>
<td>March 2005</td>
<td>Monthly</td>
</tr>
<tr>
<td><strong>Good Housekeeping Practices</strong> (including the required practices listed in Attachment D of the permit)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attach inventory list required by Attachment D of the permit</td>
<td></td>
<td></td>
</tr>
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</table>
FAIRFIELD TOWNSHIP
STANDARD OPERATING PROCEDURES
VEHICLE & EQUIPMENT FUELING
FUELING AND STORAGE LOCATIONS

FUELING LOCATIONS
- Fairfield Road Department of Public Works Yard

STORAGE LOCATIONS
- Fairfield Road – Dept. of Public Works Generator
- Fairfield Road – Dept. of Public Works Waste Oil
- Fairfield Road – Police Department Generator
- Big Piece Road – Sewer Lift Station
- Madison Road – Sewer Lift Station
- Ray Place – Sewer Lift Station
- River Edge Drive – Sewer Lift Station

Introduction and Purpose

Vehicle and equipment fueling procedures and practices are designed to minimize surface or ground waters. Understanding the procedures for delivering fuel into vehicles, mobile fuel tanks and storage tanks is critical for this purpose. Safety is always the priority.

Scope

These procedures are to be implemented at all maintenance yards with fueling. Including mobile fueling operations.

- Shut the engine off.
- Ensure that the fuel is the proper type of fuel (for vehicle and equipment fueling)
- Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.
- Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut-off to prevent overfill.
- Fuel tanks shall not be” topped off”.
- Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
• Clearly post, in a prominent area of the facility, instructions for safe operation of
fueling equipment, and appropriate contact information for the person(s)
responsible for spill response.

Standards and Specifications for bulk fueling

• Drip pans or absorbent pads shall be used under all hose and pipe connections and
other leak-prone areas during bulk fueling. Block storm sewer inlets, or contain
tank trucks used for bulk transfer, with temporary berms or temporary absorbent
booms during the transfer process. If temporary berms are being used instead of
blocking the storm sewer inlets, all hose connection points associated with the
transfer of fuel must be within the temporary berms during the loading / un
loading of bulk fuels

• Protect fueling areas with berms and or dikes to prevent run-on, runoff, and to
contain spills.

• A trained employee must always be present to supervise during the bulk transfer.

• Spill Response – Conduct cleanups of any fuel spills immediately after discovery.

• Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall
be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and
absorbent materials shall be swept up.

• Collected waste is to be disposed of properly.
• Contact the Fairfield Township Spill Response Team at (# 973-227-1405 )

Maintenance and Inspection

• Fueling areas and storage tanks shall be inspected monthly.
• Keep an ample supply of spill cleanup materials on the site.
• Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be
leaking or in disrepair must be repaired or replaced immediately.

• The valve on the discharge pipe from the secondary containment area of the
aboveground fuel storage tank in the Fairfield Road maintenance yard shall
remain closed at all times except as described below. Visual inspections shall be
performed before discharging stormwater through that valve, to ensure that fuel in
that tank has not come into contact with the stormwater to be discharged.
Standard Operating Procedure  
Vehicle Maintenance

Introduction and Purpose  
This SOP contains the basic practices of vehicle maintenance to be implemented at all maintenance yards including maintenance activities at ancillary operation in Fairfield Township. The purpose of this SOP is to provide a set of guidelines for the Fairfield Township vehicle maintenance yards including maintenance activities at ancillary operations.

Scope  
This SOP applies to all maintenance yards including maintenance activities at ancillary operations within the Township of Fairfield

Standards and Specifications
- Conduct vehicle maintenance operation only in designed areas. When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor. Always use drip pans

- Absorbent spill clean-up materials shall be available in maintenance areas and shall be disposed of properly after use.

- Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream drainage facilities and watercourses.

- Use portable tents or construct a roofing – device over long term maintenance areas and for projects that must be performed outdoors.

- Do not dump or dispose oils, grease, fluids, and lubricants onto the ground.

- Do not dump or dispose batteries, used oils, antifreeze and other toxic fluids into a storm drain or watercourse.

- Do not bury tires.

- Collect waste fluids in properly labeled containers and dispose properly.
Spill Response and Reporting

- Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).

- Conduct cleanups of any fuel spills immediately after discovery.

- Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust etc.) and the rest of the area is to be swept.

- Collected waste is to be disposed of properly.

- Contact the Fairfield Township Spill Response Team at (# 973-882-2733).

- Maintenance and Inspection – Periodically checks for leaks and damaged equipment and make repairs as necessary.

Standard Operating Procedure

Good Housekeeping

Goals:

- Proper Recycling
- Proper Waste
- Disposal
- Pollution Prevention

Introduction and Purpose

This SOP contains the basic practices of good housekeeping to be implemented at maintenance yards including maintenance activities at ancillary operations in Fairfield Township. The purpose of this SOP is to provide a set of guidelines for the employees of Fairfield Township for Good Housekeeping Practices at their maintenance yards including maintenance yards at ancillary operations.

Scope

This SOP applies to all maintenance yards including maintenance activities at ancillary operations in Fairfield Township.

Standards and Specification (General)

- All containers should be properly labeled and marked, and the labels must remain clean and visible.

- All containers must be kept in good condition and tightly closed when not in use.

- When practical, chemicals, fluids and supplies should be kept indoors.
Standards and Specification (General) Con’t.

- If containers are stored outside, they must be covered placed on spill platforms.

- Keep storage areas clean and well organized.

- Spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall.

- Absorbent spill clean-up materials must be available in maintenance areas and shall be disposed of properly after use.

- Place trash, dirt and other debris in the Dumpster.

- Collect waste fluids in properly labeled containers and dispose of them properly.

- Establish and maintain a recycling program by disposing, papers, cans, bottles and trash in designated bins.

Standards and Specifications (Salt and Deicing Material Handling)

- During loading and unloading of salt and de-icing materials, prevent and/or minimize spills. If salt or de-icing materials are spilled, Remove the materials using dry cleaning methods. All collected materials shall be either reused or properly discarded.

- Sweeping should be conducted once a week to get rid of dirt and other debris. Sweeping should also be conducted immediately following loading / unloading activities, when practical.

- Minimize the distance that salt and de-icing materials are transported during loading / unloading activities.

- Any materials that are stored outside must be tarped when not actively being used.

- If interim seasonal tarping is being implemented, de-icing materials may be stored outdoors only between October 15 through April 30th.

Spill Response and Reporting

- Conduct clean up of any spill(s) immediately after discovery. Spills are to be cleaned using dry cleaning methods only. Contact the Fairfield Township Spill Response Team at (#973-882-2733 or 973-227-1400).
Standards and Specifications (Salt and Deicing Material Handling) Con’t.

- Maintenance and Inspection – Periodically check for leaks and damaged equipment and make repairs as necessary.

- Perform monthly inspections of all (indoor and outdoor if applicable) storage locations.