

MS4 STORMWATER POLLUTION PREVENTION PLAN (SPPP) UPDATE

October 2023

BOROUGH OF FRANKLIN

**46 Main Street
Franklin, NJ 07416
www.franklinborough.org**

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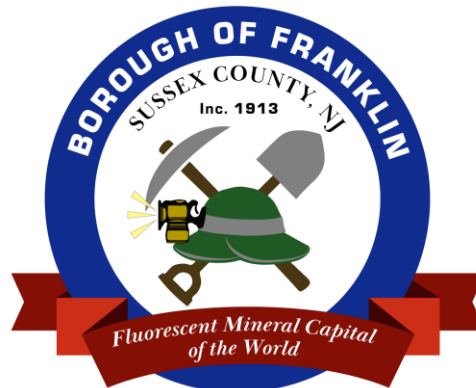


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SPPP Form 1 – Team Members			
Stormwater Program Coordinator (SPC)			
Name and Title		<i>Brian VanDenBroek, Superintendent of Public Works</i>	
Phone	<i>973-827-7060 x 100</i>	Email	bvandenbroek@franklinborough.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		<i>Jessica Caldwell, Jessica Caldwell and Associates, Franklin Borough Board Planner</i>	
Phone	<i>973-300-5060</i>	Email	jcaldwell@jcaldwellassociates.com
Name and Title		<i>Thomas Knutelsky Harold Pellow and Associates Franklin Borough Board Engineer</i>	
Phone	<i>973-948-6463</i>	Email	TKnutelsky@hpellow.com
Other Municipal Stormwater Team Members			
Name and Title		<i>John Sowden, Mayor</i>	
Phone	<i>973-827-9280</i>	Email	mayor@franklinborough.org
Name and Title		<i>Stefanie Williams, PE, CME, Project Engineer</i>	
Phone	<i>908-850-0977</i>	Email	Stefanie.Williams@FPAEngineers.com
Name and Title		<i>Darlene Tremont, Borough Clerk</i>	
Phone	<i>973-827-9280 x 101</i>	Email	dtremont@franklinborough.org
Name and Title		<i>Mike Vreeland, VanCleaf Engineering</i>	
(908) 454-3080		Email	mvreeland@vancleefengineering.com
Shared/Contracted Service Providers			
Provider Name	Service Provided		Term of Service
<i>VanCleaf Engineering</i>	<i>Mapping Services</i>		<i>Annual, appointed Engineers</i>
<i>TSS Street Sweeping</i>	<i>Street Sweeping Services</i>		<i>Annual per bid for services</i>
<i>Prism Street Sweeping</i>	<i>Street Sweeping Services</i>		<i>Annual per bid for services</i>

SPPP Form 2 – Revision History

	Revision Date	SPPP Form Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
1.	10/30/2023		Document Created
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

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

1. Provide the link to the dedicated stormwater webpage for your municipality.	https://www.franklinborough.org/index.php/departments/public-works/stormwater-management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates	Colleen Little, Deputy Clerk
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.	
<p><i>The Borough of Franklin provides public notice of meetings as required by the Open Public Meetings Act ("Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. The Borough has also provided public notice for municipal actions taken, such as the adoption of the stormwater management plan, as outlined by the Municipal Land Use Law (N.J.S.A. 40:55D-1 et. Seq.). Written Notice is provided in The New Jersey Herald and posted on the bulletin board and on the doors of the Municipal Building.</i></p> <p><i>The Borough has various ways they reach out to the public to provide information on stormwater program information. Franklin Borough ran a mailing campaign to include a stormwater flier with every mailed tax bill on July 20, 2023 for 1,926 mailers. The town reaches out to the School and Youth group through the annual pond Scout Clean-up day, April 19, 2023 Pack 90 Troop 90. Stormwater information was on display at the local Franklin Day Celebrations July 1, 2023 at the recreation table. A stormwater display is displayed at the Municipal Building with posters and fliers. Franklin Borough also posted the stormwater page to both the Municipal Facebook page as well as to the Franklin Recreation page May 25, 2023. Franklin Borough also provided a copy of the pet waste brochure to all residents renewing their cat and dog licenses when the new licenses were issued at Borough Hall.</i></p>	

SPPP 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 Borough has the same definition as the 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 Borough follows the same standards as the NJDEP’s Model SCO.

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

The Borough has adopted its Municipal Stormwater Management Plan and Stormwater Control Ordinance. The Borough’s Engineer reviews the application accordance with N.J.A.C. 7:8, the Borough’s SCO, and RSIS. The application is then reviewed by the appropriate board.

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.

No.

5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.

Initial Adoption March 28, 2006 –Ord. 05-2006

Amended 7/16/2019 – Ord. 13-2019

Final Amended-2021- Ord.02-2021- 03/09/21

6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.

4/1/2004

SPPP 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	Sept. 26, 2023	YES	Animal Control Officer	\$1,000
2. Wildlife Feeding	Sept. 26, 2023	YES	Animal Control Officer	\$1,000
3. Litter Control	Oct. 10, 2023	YES	Zoning Officer	\$100
4. Improper Disposal of Waste	Oct. 10, 2023	YES	Zoning Officer or an employee designated by the Borough Council in cooperation of the Recycling Coordinator	\$25 1 st offense, \$50 Subsequent offense
5. Yard Waste	Sept. 26, 2023	YES	Zoning Officer or an employee designated by the Borough Council in cooperation of the Recycling Coordinator	\$25 1 st offense, \$50 Subsequent offense
6. Private Storm Drain Inlet Retrofitting	Oct. 24, 2023	YES	Police Department, Zoning Official, Municipal Engineer, or DPW Superintendent of the Borough of Franklin	\$100, Max \$2,000
7. Illicit Connection	Oct. 24, 2023	YES	Police Department, Zoning Official, Municipal Engineer, or DPW Superintendent of the Borough of Franklin	\$100, Max \$2,000
8. Privately-Owned Salt Storage	Oct. 24, 2023	--	Police Department, Zoning Official, Municipal Engineer, or DPW Superintendent of the Borough of Franklin	\$2,000
9. Tree Removal-Replacement	--	--	--	--

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

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

Municipal Building
46 Main Street
Franklin NJ 07416

SPPP Form 6 – Street Sweeping

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.

See attached sweeping map. The town currently sweeps the streets annually each spring every May through an outsourced company and then as needed with Borough equipment.

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

The sweeping work is outsourced. See most recent voucher and invoice. Companies are sought for quotes for the following parameters:

*Broom Sweeping for 46 lane miles in Franklin Borough. Including: *providing mechanical broom sweeper with operator *sweep designated roads and curbs *Sweep up debris, grit, and gravel *estimated five (5) full days of sweeping (Monday-Friday)*

SPPP Form 7 – MS4 Infrastructure (1 of 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.

- a. During inspection, inspector will either create a work order to for a label to be installed on the inlet or will install a label.

- b. During reconstruction of roads, milling and paving of roadways or reconstruction of inlets, the Borough retrofits inlets using Campbell Foundry's 6" Type N-ECO curb piece or approved equal. Municipal owned storm drain inlet retrofits are inspected by the Borough Engineer during final inspection of a road project before project closeout.

The Borough's Ordinance requires that when an owner of a private storm drain repaves, repairs, reconstructs, or resurfaces or alters their facilities, the owner is required to retrofit the private inlet. Construction Code Official ensures that Private Storm Drain inlets are retrofitted as part of the permit issuance process.

- c. As part of the Planning Board/Board of Adjustment review process, all storm drainage is reviewed against N.J.A.C. 7:8 and the SCO for compliance with Solids and floatable materials controls standards. During the construction phase, the Borough Engineer's inspector will ensure the correct grates are being installed.

- d. All municipally owned storm drain inlets are inspected at least once per year by the DPW and cleaned as necessary. Inlets within flood prone areas are inspected before, during and after each significant rainfall event.

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.

- a. Catch basins are inspected annually and before/after significant rain events.

- b. Catch basins are cleaned when the amount of collected debris affects the flow capacity of the storm system.

SPPP Form 7 – MS4 Infrastructure (2 of 3)**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.

MS4 conveyance systems inspected by the Borough's DPW annually and before/after significant rainfall and in flood prone areas. Debris is removed by hand and disposed of in accordance with applicable regulations. The Borough's DPW uses an outsourced vac truck to clean debris within the inlets. The Borough uses an outside vendor to jet clean the sewer lines, and tv the lines to ensure the MS4 conveyance system functions properly on a as needed basis.

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 Engineer will use NJDEP's Stream Scouring Investigation Recordkeeping Form to investigate and assess stream scouring from outfalls. Each outfall will be inspected once every 5-years to document the condition of the pipe, headwall, flared end section and any bank or discharge area erosion. Due to the location of majority of the outfalls discharge point, no scouring is typically noted.

Outfall pipes showing signs of scouring will be reported to the Borough Engineer for evaluation and prioritization for repair and repaired in accordance with the Standard for Soil Erosion and Sediment Control in New Jersey and requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13. Repairs not requiring NJDEP Permits will be addressed first.

All repairs will be followed up with an annual inspection to determine if further mitigation of scouring will be required.

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

The Department of Public Works will conduct illicit connection inspections of each outfall during the MS4 Outfall mapping process. Outfall inspections for Illicit Connection will then be put on a 5 year review cycle. The DPW will utilize the DEP provided Illicit Connection Inspection Report Form to conduct the inspections and file the forms with the SPPP Plan. Outfalls that are found to have dry weather flow or evidence of an intermittent non-stormwater flow will be re-inspected.

If an illicit connection has been identified and located, the responsible party would be cited for being in violation of the Borough's Illicit Connection Ordinance and the connection would be required to be removed. If after three (3) investigation attempts, an illicit connection had not been found, a closeout investigation form would be prepared and submitted along with the Borough Annual Inspection and recertification Report. Illicit Connections found to originate from another public entity would be reported by the Borough to the affected entity and the DEP.

SPPP Form 7 – MS4 Infrastructure (3 of 3)**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.

The Borough maintains approximately 1 detention basin. Visual inspections, cleaning and monitoring of the facilities are done on a quarterly basis to ensure the systems are functioning properly. An inspection form will be completed.

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 Borough will require that the owners of stormwater facilities submit annually, the reports and cleaning records of their systems. The Borough will send out letters out to all the owners of known privately owned and operated stormwater facilities requesting copies of inspection reports to be submitted. All new stormwater facilities for Planning Board and Board of Adjustment are required to submit an Operation and Maintenance Manual.

8. Infrastructure Records

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

Franklin Borough Department Of Public Works
40 Church Street
Franklin, NJ 07416

SPPP Form 8 – Community-Wide Measures

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.

Not applicable. The Borough does not use herbicide to manage vegetation.

2. Excess Deicing Material Management

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

DPW crew leaders inspect all salt applications after storm events and direct removal of any excess deicing material within 72-hrs after application.

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.).

The Borough takes yard trimmings and wood waste generated by municipal roads and on municipal properties to the local Sussex County Landfill SCMUA. The Borough has vegetative waste periodically removed through a contract with a contracted disposal company which is currently contracted with Blue Diamond. The pickup dates are advertised on the Borough's calendar.

4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

Borough of Franklin will use the Public Works Department to monitor all their roads and streets for erosion problems during normal patrols. All identified road erosion problems will be reported to the Public Works Department Supervisor or through a generator work order. During SPPP Team meetings, identified areas of erosion will be discussed and repairs prioritized. All maintenance personnel will then be assigned to the areas of concern, and the areas identified to have road erosion problems will be repaired in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey.

SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 1) (1 of 3 Sheets)

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 2

1. Site Name and Address

The Borough of Franklin DPW Street and Roads Facility
75 Corkhill Road
Franklin, NJ 07416

2. Monthly Site Inspections

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

Fueling areas and tanks are inspected weekly during the refilling process.
General visual inspections and cleaning are done daily within the facility to ensure no spillage of debris and liquids occurs.
The vehicle garage is regularly cleaned and inspected daily.
Logs for this facility can are on site.

3. Inventory List

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

Material	Machinery/Equipment
Aggregates	Borough Vehicles
Rip Rap	Snow Plows
Mulch	Storage Sheds
Catch Basin Blocks	Heavy Machinery Excavator/ Loader
Frames and Grates	Tractors
Tanks	Wood Chipper
	Salters

SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 1) (2 of 3 Sheets)

4. Discharge of Stormwater from Secondary Containment

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

Not Applicable.

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 occurs off site at Hardyston for pickup trucks. Construction equipment and small equipment is filled at the garage. A spill kit is available for the immediate cleanup of any fuel spills (absorbent powder available). The staff is trained yearly during bulk transfer of the fuel, spill prevention and fuel cleanup.

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.

Vehicle and Equipment Maintenance and Repair is done in the Borough's Garage. No repairs or maintenance operations are conducted outside.

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.

Franklin Borough maintains an account with a vehicle wash facility in the area.

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

Salt Shed is stored in a permanent structures. The Borough is currently engineering a long term better solution for the storage of salt which will be larger and more modern.

SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 1) (3 of 3 Sheets)

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.

Franklin Borough does not compost leaves. The Borough is investigating storage for wood chips.

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.

Cold patch is stored in a 3-sided concrete bin and covered with a tarp.

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.

These materials are temporarily stored in a 3-sided containment bay and then directly disposed of at the Sussex County landfill facility.

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.

Materials are placed in a dumpster and then sent to the Sussex County landfill facility.

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.

Scrap Tires are transported to Tire King for disposal.

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

Stored vehicles are strategically placed far from any local streams or inlets. Inoperable vehicles are removed and sold to the junk yard for scrap or sold at government auctions. Any damaged cars are tarped and vehicles found to be leaking will utilize a pan underneath.

SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 2) (1 of 3 Sheets)

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 2

1. Site Name and Address

The Borough of Franklin DPW Water and Sewer Facility
40 Church Street
Franklin, NJ 07416

2. Monthly Site Inspections

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

General visual inspections and cleaning are done daily within the facility to ensure no spillage of debris and liquids occurs.

The vehicle garage is regularly cleaned and inspected daily.

Logs for this facility can are on site.

3. Inventory List

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

Material	Machinery/Equipment
Aggregate Material	Borough vehicle
Pipe	

SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 2) (2 of 3 Sheets)

4. Discharge of Stormwater from Secondary Containment

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

Not applicable.

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 occurs off site at Hardyston for pickup trucks.

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.

Vehicle and Equipment Maintenance and Repair is done in the Borough's Garage.

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.

Vehicles are not washed on site. Franklin Borough maintains an account with a vehicle wash facility in the area.

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

Salt is not stored on site.

SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 2) (3 of 3 Sheets)

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.

Aggregate Material is stored on site and Franklin Borough plans to utilize any funding received from Highlands to engineer and accommodate this measure of compliance.

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.

No cold patch is stored on site.

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 materials are stored on site.

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.

No materials are stored on site.

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.

Scrap tires are disposed of at Tire King.

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

No inoperable vehicles or equipment are stored on site.

SPPP Form 10 – Training (Sheet 1 of 2)

Stormwater Program Coordinators

Describe the training provided for the municipal Stormwater Program Coordinator.

The Stormwater Program Coordinator (SPC) for Storm 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	At least once per year the SPC provides training to municipal staff whose job duties support the stormwater program via video and in-person 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	Borough inspectors observe all project construction activities. Borough inspectors review the approved Soil Erosion and Sediment Control Plans and notify the Borough Engineer of any potential violations.
Post-Construction Stormwater Management in New and Redevelopment	The SPC provides video training for personnel on the construction and operation of municipal stormwater management facilities. Training explains the municipality's definition of major development and the requirements thereof.
Community-wide Ordinances	Staff who are responsible for enforcing stormwater-related ordinance receive annual training on the purpose and what steps to take if a violation is reported.
Community-wide Measures	At least once per year the SPC provides training to municipal staff on SPPP requirements via videos and field training.
Stormwater Facilities Maintenance	At least once per year the SPC provides training to municipal staff on SPPP requirements via field training.
Municipal Maintenance Yards and Other Ancillary Operations	Staff 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	The contractors from VanCleaf Engineering who prepare and submit our electronic mapping of stormwater infrastructure attend annual training to review the MS4 permit requirements for electronic mapping
Outfall Stream Scouring	Staff responsible for conducting inspections and repairs of stormwater outfalls will attend annual in-house training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training will also include current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work through in house training.
Illicit Discharge Detection and Elimination	Staff responsible for conducting inspections and repairs of stormwater outfalls will attend annual inhouse training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training will be done with conjunction with outfall stream scouring as in house training.

SPPP Form 10 – Training (Sheet 2 of 2)**Stormwater Management Design Reviewer**

Describe the training provided for the municipal Stormwater Program Coordinator.

The Planning Board Engineer attends the Stormwater Management Design Review Course as required by NJDEP.

Municipal Board of Governing Body Members

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

Within 6 months of joining Borough 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>

Training Records

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

Logs of all training including the type of training, date conducted, attendees and trainers are kept in the SPPP Report, which is located at the Department of Public Works building with the DPW Superintendent.

SPPP Form 11 – MS4 Mapping

1. Provide a link to the most current MS4 outfall/ infrastructure map

2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).

a. MS4 outfalls	TBD
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	1
c. MS4 interconnections	TBD
d. MS4 storm drain inlets	TBD
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)	0
i. Maintenance yard(s) and other ancillary operations	2

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.)

To Be Determined.

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

We plan to continue working with VanCleaf to update 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. VanCleaf staff will submit to our MS4 Case Manager before the mapping deadline of 01 Jan 2026.

SPPP Form 12 – Watershed Improvement Plan**1. Describe how your municipality is developing its Watershed Improvement Plan.**

The Borough is currently under phase 1 of developing its Watershed Improvement Plan. The first step will be to prepare a Watershed Inventory Report. This will include an updated MS4 Mapping System.

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

To be determined.

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

The information will be located in the Borough of Franklin's Clerk Office and on Borough's website.