

# Stormwater Pollution Prevention Plan

The College of New Jersey  
2000 Pennington Road  
Ewing, NJ 08628

NJG 0153435

Annual Review Date: June 2024  
Stormwater Program Coordinator: Amanda Radosti

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## Form 1 – Team Members

| <b>Stormwater Program Coordinator (SPC)</b>   |   |   |  |
|---|---|---|--|
| Name and Title  |   | Amanda Radosti, Director of EHS   |  |
| Phone   | 609-771-2881  | Email   | <a href="mailto:radosti@tcnj.edu">radosti@tcnj.edu</a>   |
| <b>Individual(s) Responsible for Major Development Project<br/>Stormwater Management Review</b> |   |   |  |
| Name and Title  |   | Maggie Greco, Campus Architect/Sr Dr of Planning, Design and Construction |  |
| Phone   | 609-771-3234  | Email   | <a href="mailto:grecoma@tcnj.edu">grecoma@tcnj.edu</a>   |
|   | Qualified consultants are hired for stormwater design review on a per project basis |   |  |
| Name and Title  |   | Sin Thach, Assistant Campus Architect                                     |  |
| Phone   | 609-771-3234  | Email   | <a href="mailto:thachs@tcnj.edu">thachs@tcnj.edu</a>     |
| <b>Other Stormwater Team Members</b>  |   |   |  |
| Name and Title  |   | Shawn Sarver, AVP for Facilities Management                               |  |
| Phone   | 609-771-2353  | Email   | <a href="mailto:sarvers@tcnj.edu">sarvers@tcnj.edu</a>   |
| Name and Title  |   | Padraig Fagan, Sr Dr of Maintenance and Grounds                           |  |
| Phone   | 609-771-2353  | Email   | <a href="mailto:faganp@tcnj.edu">faganp@tcnj.edu</a>     |
| Name and Title  |   | Mitchell Mbachu, Director of Building Services                            |  |
| Phone   | 609-771-2286  | Email   | <a href="mailto:mbachum@tcnj.edu">mbachum@tcnj.edu</a>   |
| Name and Title  |   | Dan Davila, Director of Central Utilities Plant Operations                |  |
| Phone   | 609-771-2225  | Email   | <a href="mailto:davilad@tcnj.edu">davilad@tcnj.edu</a>   |
| Name and Title  |   | Audrey Perrotti, Director of Auxiliary Services §                         |  |
| Phone   | 609-771-2254  | Email   | <a href="mailto:perrotti@tcnj.edu">perrotti@tcnj.edu</a> |
| Name and Title  |   | Bill Rudeau, Director of Design and Construction                          |  |
| Phone   | 609-771-3234  | Email   | <a href="mailto:rudeau@tcnj.edu">rudeau@tcnj.edu</a>     |
| Name and Title  |   | Chris Nitti, Associated Director/Captain of Campus Police Services        |  |
| Phone   | 609-771-2167  | Email   | <a href="mailto:nittic@tcnj.edu">nittic@tcnj.edu</a>     |
| <b>Shared/Contracted Service Providers</b>  |   |   |  |
| Provider Name   |   | Service Provided  | Term of Service  |

|  |                      |   |
|--|----------------------|---|
| <i>PRC Group</i>   | <i>Cleans inlets</i> | <i>PPP</i>  |
| Dublin Street Sweeping<br>(may change as work is<br>bid out) | Sweeps all roads     | Grounds hold the contract and will<br>re-bid as necessary |



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

|  |
|--|
| 1. Provide the link to the dedicated stormwater webpage for your Public Complex.   |
| <a href="https://ehs.tcnj.edu/stormwater/">https://ehs.tcnj.edu/stormwater/</a>  |
| 2. List the name and title of person(s) responsible for stormwater webpage postings/updates.   |
| <i>Amanda Radosti, Director of EHS</i>   |
| 3. Only for colleges, universities, and military bases with dependents living on base: 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. |
| <a href="https://trustees.tcnj.edu/meeting-agendas-minutes/">https://trustees.tcnj.edu/meeting-agendas-minutes/</a><br><br><a href="https://ehs.tcnj.edu/stormwater/">https://ehs.tcnj.edu/stormwater/</a>   |

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

*Part IV.E.*

|  |
|--|
| <p>1. How does the permittee define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p>   |
| <p>We define “major development” as a disturbance of 0.75 acres of land. All other criteria match the updated definition from the March 2, 2021 Stormwater Management Rules at N.J.A.C. 7:8-1.2</p>  |
| <p>2. Describe the process for reviewing and approving major development project applications for compliance with the Stormwater Management Rules at N.J.A.C. 7:8.</p>   |
| <p>The Engineer is responsible for designing the projects and are reviewed and approved by a different certified engineer. The Plans are reviewed to ensure they are in compliance with the water quality, water quantity, groundwater recharge and green infrastructure design standards in accordance with N.J.A.C. 7:8.</p> |
| <p>3. Did the permittee request a variance from the design and performance standards for the stormwater measures? Describe the process of developing a mitigation plan.</p>  |
| <p>No variances have been requested; however, if they are, records will be submitted to NJDEP and the Stormwater County Planning Board upon approval and copies will be kept for reference.</p>  |
| <p>4. Indicate the physical location of approved applications for major development projects and Major Development Summary Sheets.</p>   |
| <p>The location of approved applications for major development projects and Major Development Summary Sheets are kept in the Design and Construction files associated with each project.</p>   |

**Form 5 – Regulatory Mechanisms**  
*Part IV.F.1.*

| <b>Regulatory Mechanism</b>  | <b>Date Adopted</b> | <b>Was the DEP model adopted without change? If not, explain how the Public Complex's Regulatory Mechanism is more stringent.</b> | <b>Entity Responsible for Enforcement</b> | <b>Fees &amp; Fines</b> |
|--|---------------------|---|---|-------------------------|
| 1. Pet Waste Control   | 9/14/2005           | <a href="https://ehs.tcnj.edu/stormwater/">https://ehs.tcnj.edu/stormwater/</a>   | TCNJ Campus Police                        | \$___                   |
| 2. Wildlife Feeding Control  | 9/14/2005           | <a href="https://ehs.tcnj.edu/stormwater/">https://ehs.tcnj.edu/stormwater/</a>   | TCNJ Campus Police                        | \$___                   |
| 3. Litter Control  | 9/14/2005           | <a href="https://ehs.tcnj.edu/stormwater/">https://ehs.tcnj.edu/stormwater/</a>   | TCNJ Campus Police                        | \$200                   |
| 4. Improper Disposal of Waste  | 9/14/2005           | <a href="https://ehs.tcnj.edu/stormwater/">https://ehs.tcnj.edu/stormwater/</a>   | TCNJ Campus Police                        | \$100                   |
| 5. Yard Waste  | <i>NA</i>           | <i>NA</i>   | <i>NA</i>                                 | <i>NA</i>               |
| List any additional stormwater-related regulations the permittee has adopted that address issues beyond the scope of the MS4 permit, if applicable. Include adoption date, entity responsible for enforcement, and related fees and fines. |                     |   |   |                         |
| <i>NA</i>  |                     |   |   |                         |
| Indicate the location of records associated with regulations and related violations and enforcement actions below.   |                     |   |   |                         |
| <i>A log of enforcement actions will be kept with Campus Police Services and shared with the Stormwater Program Coordinator.</i>   |                     |   |   |                         |



## Form 6 – Monthly Street Sweeping

### *Part IV.F.2.c.*

1. Provide a written description and/or attach a map outlining all paved parking lots and streets on your property that have storm drain inlets that direct stormwater runoff into an MS4 or discharge directly to surface water.

*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.*

*All parking areas and roads owned or operated are swept once a month.*

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

*Sweeping work is outsourced to a contractor to sweep our parking areas and roads in compliance with the permit. They complete a log every time they sweep.*

## Form 7 – MS4 Infrastructure

*Part IV.F.2.d-f. and Part IV.F.3.*

### **1. Storm Drain Inlets**

- a. Describe how inlets owned or operated by the permittee that do not have a permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that Public Complex owned 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.* Inlets that do not have a permanent wording cast into the design have been labelled by using stickers to ensure it is known that the storm drain leads to a waterway.

*b.* If there is major development project construction, the Design and Construction staff ensure inspections inspections and ensures all retrofits are proper.

*c.* It is confirmed that the plans for newly constructed storm drain inlets include a catch basin or some sort of BMP to collect solids and floatables.

*d.* Engineers are hired to complete the annual inspection. When debris is blocking flow or close to blocking flow they will get cleaned.

### **2. 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. Include a description of the equipment and techniques used.

*a.* Engineers are hired to complete the annual inspection.

*b.* When debris is blocking flow or close to blocking flow they will get cleaned.

### **3. Conveyance System**

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

- a. Engineers are hired to complete the annual inspection.
- b. When debris is blocking flow or close to blocking flow they will get cleaned.

**4. Outfall Inspections**

- a. Structural Integrity – Describe the program in place to check the overall condition of stormwater outfalls. Include a description of the equipment and techniques used.
- b. 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.
- c. Illicit Discharge Detection and Elimination – Describe the program in place for conducting visual dry weather inspections of Public Complex 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.

*a.* We hire engineers to inspect our outfalls annually and check for the overall structural integrity during our inspections. This can include looking at the outfall and noting any cracks, points of weakness, etc. We use the Departments Outfall Inspection Form and check off whether the outfall is in proper condition, needs maintenance, or needs repair.

*b.* First, we check to see if stream scouring is present, if it is, we note it on the Outfall Inspection Form. If there are instances of scouring, then we use vegetative stabilization or other approved means to offset the velocity of the water from the outfall pipes.

*c.* We conduct visual dry weather inspections to see if there are any instances of illicit discharge. We see if there is any flow coming out of the outfall 72 hours or more after a rain event. We also look for signs of dry weather flows that may have occurred before the inspection such as staining of the outfall pipes, odors, or deterioration of the outfall structure.

**5. Other Infrastructure**

List the types of MS4 infrastructure on the Public Complex property that requires inspection but are not noted above in items 1-4. 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.

a. Qualified contractors are hired to complete the annual inspection. When debris is blocking flow or close to blocking flow they will get cleaned.

#### **6. Infrastructure Records**

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

The EHS office with the Stormwater Coordinator.

## Form 8 – Good Housekeeping

### *Part IV.F.2.g-l.*

|   |
|---|
| <p><b>1. Herbicide Application Management</b><br/>Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.</p>  |
| <p>The Grounds Supervisor will manage the contractor who applies herbicides to the campus.</p>  |
| <p><b>2. Excess De-icing Material Management</b><br/>Describe your program for ensuring that excess piles of salt and de-icing/anti-icing materials are removed in a timely manner after storm events.</p>  |
| <p>Within 72 hours of a rain or snow event, we remove any piles of leftover salt or other de-icing materials that were deposited during spreading operations.</p>   |
| <p><b>3. Vegetative Waste Management</b><br/>Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated at the Public Complex, such as trimming trees, mowing, etc.</p>                                     |
| <p>Yard trimmings are collected using mower bag and disposed of properly at a maintenance yard. This is the same for any wood waste such as tree branches.</p>  |
| <p><b>4. Tree Replacement Management</b><br/>Describe your program for ensuring the proper removal and replacement of trees at your Public Complex.</p>   |
| <p>We only remove trees when said tree is considered a hazard tree. If in the future, we need to remove a healthy tree, we will replace it with one in accordance with the table provided by the Department.</p>  |
| <p><b>5. Roadside Erosion Control</b><br/>Describe your program to detect and repair erosion along Public Complex owned driveways, streets, and parking areas.</p>  |
| <p>Inspections are done throughout the day as staff drive around the facility. Any instances of roadside erosion is immediately address and repairs start as soon as possible, but no later than 30 days after discovery. The Grounds Supervisor will complete this task.</p> |

**6. Outdoor Refuse Containers and Dumpsters**

Describe your program to ensure that outdoor dumpsters and refuse containers on Public Complex property are covered and not discharging pollutants to stormwater or surface water.

TCNJ ensures that all dumpsters or other refuse containers throughout the campus are kept covered when not in use to prevent any accidental spilling or leaking.

## Form 9 – Best Management Practices at Maintenance Yards & Other Ancillary Operations

### Part IV.F.4.

*Please see the Stormwater Program Coordinator for each location's details.*

*Indicate the number of yards/sites the Public Complex owns or operates: \_*

|  |                               |
|--|-------------------------------|
| <b>1. Site Name and Address</b>  |                               |
| <i>Various Locations - Should you need access to your Maintenance Yard Form, please contact the Stormwater Program Coordinator</i>   |                               |
| <b>2. Monthly Site Inspections</b>   |                               |
| Describe the nature of inspections conducted at this site and the location of inspection logs.   |                               |
| <p>The operation crews work out of the Maintenance Building and various other areas on campus and use the exterior for various storage, including fueling areas. The crews are present for daily inspections however, a more in depth site inspection is done once a month to ensure everything is being stored properly and it's organized. Remedial actions are taken during the inspection, if needed and if possible. We make notes in our inspection logs and keep them in the grounds crew office.</p> |                               |
| <b>3. Inventory List</b>   |                               |
| List all materials and machinery that are potentially exposed to stormwater.   |                               |
| <b>Materials</b>   | <b>Machinery/Equipment</b>    |
| Fuel Oil   | Lawn mowers                   |
| Electrical Structures  | Dumpster                      |
| Equipment/Vehicle Washing Area   | Various Shop Exterior Storage |
| De-icing material equipment  | Cooking Grease containers     |
| General Outdoor Storage  |                               |
|  |                               |
|  |                               |
| <b>4. Discharge of Stormwater from Secondary Containment</b>   |                               |
| Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.   |                               |

When discharge from a secondary containment is needed, this activity is documented on the discharge form.

**5. Fueling Operations**

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

Yes, we do fuel on site. A spill kit is located at or near each fuel tank.

**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 maintenance and repairs are done onsite; however, they are conducted indoors.

**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.

We either use a car wash for washing vehicles or we use the area off the auto shop bay, which is tied into sewer.

**8. Salt and Other Granular De-icing/Anti-icing Materials**

Do you store salt and other granular de-icing/anti-icing 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 or other de-icing materials are stored on site; however, they are covered under a small 3- sided shed at ASB.

**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.



A permanent aggregate materials storage bay is used for these materials.

**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.

We do store these materials on site; however, they are stored indoors and in bags and therefore do not come into contact with stormwater.

**11. Street Sweepings and Storm Clean-out 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 stored onsite temporarily in a dumpster which is covered when not in use. Whenever the dumpster is full, it is sent for proper disposal.

**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.

Yes, these materials are stored on site, temporarily for no longer than 60 days, covered with a tarp, and at least 50 feet away from any storm drain inlets or surface water.

**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 stored on site; however, they are typically stored indoors. If they are stored outdoors, then they will be covered with a tarp to prevent any contact with stormwater.

**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.

We do not currently have any inoperable vehicles or equipment; however, they would be stored indoors as to minimize contact with stormwater.

**Form 10 – Training**  
*Part IV.F.5-8.*

| <b>Stormwater Program Coordinators</b>   |
|--|
| Describe the training provided for the Stormwater Program Coordinator.   |
| The SPC attends the Departments SPC training every permit cycle. It covers the responsibilities of the SPC, resources, permit conditions, etc. |

| <b>Topic</b>   | <b>Public Complex Employees</b><br>Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos  |
|--|--|
| Describe the training provided for staff.                        |  |
| SPPP   | Anyone who assists with our stormwater program is trained on the SPPP. They are trained on the requirements of the permit as well. Any resources that we use during training are made available to them at any point for re-review   |
| Construction Site Stormwater Runoff                              | Those responsible for inspections of construction projects that are considered “major development” are trained annually on related MS4 permit conditions.  |
| Post-Construction Stormwater Management in New and Redevelopment | Those responsible for implementing stormwater permit requirements are trained annually on the fundamentals on the post construction stormwater management program. We review what our definition of major development is and an overview of the Stormwater Management Rules. |
| Regulatory Mechanisms  | Staff responsible for approving or enforcing regulatory mechanisms receive annual training on the related MS4 permit conditions and the purpose of each regulatory mechanism.  |
| Good Housekeeping  | Staff responsible are trained annually to discuss the MS4 conditions and measures that need to be taken to ensure we are in compliance with all requirements.  |

|  |   |
|--|---|
| Stormwater Facilities Maintenance                | Staff responsible for conducting inspections are trained annually on the related MS4 permit requirements. The training details what infrastructure needs to be inspected at what frequency, and what to do when remedial action needs to be taken. We touch on all infrastructure such as inlets, catch basins, outfalls, MS4 conveyance systems, MTD's, etc.     |
| Maintenance Yards and Other Ancillary Operations | Employees are trained annually to discuss the related MS4 permit conditions, current BMPs, safety equipment, remedial procedures, etc. They are also trained to keep detailed and accurate records of work.   |
| MS4 Mapping                                      | TCNJ uses engineers for creating our electronic MS4 map. These individuals are trained by their company to review the permit conditions for mapping.  |
| Outfall Stream Scouring                          | TCNJ uses engineers to conduct inspections and suggest repairs for outfalls are trained on how to identify instances of stream scouring and how to remediate the issue and document cases of stream scouring as described in the MS4 permit. This also includes BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work. |
| Illicit Discharge Detection and Elimination      | Those who conduct inspections and repairs for outfalls are trained on how to identify instances of illicit discharge and how to remediate the issue and document instances of illicit discharge. This also includes BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work.   |

| <b>Stormwater Management Design Reviewers</b>   |
|---|
| Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs and any amendments to N.J.A.C. 7:8 if applicable.   |
| Those who review and approve stormwater management designs for major development projects must complete this course every 5 years to stay certified. They also need to attend another training if any amendments are made to the 7:8 rules. |

| <b>Training Records</b> |
|-------------------------|
|-------------------------|

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

|   |
|---|
| Training records are located in the EHS office with other training records. |
|---|

## Form 11 – MS4 Mapping

### *Part IV.G.1.*

|  |                   |
|--|-------------------|
| 1. Provide a link to the most current MS4 outfall/infrastructure map.  |                   |
| Request this from the Stormwater Program Coordinator.  |                   |
| 2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).   |                   |
| a. MS4 outfalls  | 32                |
| b. MS4 ground water discharge points (basins or overland flow infiltration areas)  |                   |
| c. MS4 interconnections  |                   |
| d. MS4 storm drain inlets  | 668               |
| e. MS4 manholes  |                   |
| f. Length of conveyance (channels, pipes, ditches, etc.)   | <i>Many miles</i> |
| g. MS4 pump stations   |                   |
| h. MS4 stormwater facilities (any that are not listed above)   | 13                |
| i. Maintenance yard(s) and other ancillary operations  | 8                 |
| 3. Describe how the Public Complex’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).                           |                   |
| <p>We coordinate with those responsible for our mapping once a year to discuss any new major development projects happening- if a major development project is happening on property, then that newly constructed stormwater infrastructure will be included on future maps.</p> |                   |

## Form 12 – Watershed Improvement Plan

### *Part IV.H.*

|   |
|---|
| <p>1. Describe how your Public Complex is developing or helping to develop a Watershed Improvement Plan.</p>  |
| <p>SWCCC is part of the WIP discussion with the town we are located in. We both agreed to do a combined WIP and will be part of the entire process. We are in the process of gathering data for Phase 1 of the WIP.</p> |
| <p>2. Describe any regional projects or collaboration efforts with municipalities.</p>  |
| <p>We are working with Ewing Twp, which is the township we are located in.</p>  |
| <p>3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.</p>   |
| <p>All records are kept in the Campus Planning office and will include the agenda and minutes of meetings as well as comments received from public information sessions.</p>  |