

**RESOLUTION NO. 2023-118**

**BOROUGH OF BAY HEAD  
COUNTY OF OCEAN, STATE OF NEW JERSEY**

**UPDATING THE STORMWATER POLLUTION PREVENTION PLAN OF THE  
BOROUGH OF BAY HEAD**


**WHEREAS**, the NJPDES MS4 permit by the New Jersey Department of Environmental Protection to the Borough of Bay Head dated 01/01/2023 requires the adoption of an updated Pollution Prevention Plan.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Bay Head, County of Ocean, State of New Jersey, as follows:

1. That the updated SPPP, dated July 11, 2023, as prepared for Bay Head Borough by Van Cleef Engineering Associates, LLC, be and is hereby adopted.
4. That notice of this action be printed once in the official newspaper of the Borough of Bay Head.
5. That this resolution shall take effect immediately.
6. That a certified copy of this resolution shall be provided by the Borough Clerk, the NJDEP, the Ocean County Planning Department and be posted on the Borough's website.

**CERTIFICATION**

I, Antoinette Jones, RMC, CMR, Deputy Clerk, do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Borough of Bay Head at a meeting held on the 10<sup>th</sup> day of July 2023.

  
\_\_\_\_\_  
Antoinette Jones, RMC, CMR  
Deputy Borough Clerk, Borough of Bay Head

**Vote: Motion: Shaning; Second: Barnes; Yes: Shaning, Barnes, Gates, MacPherson, Jones; Absent: Cornell**

# Stormwater Pollution Prevention Plan

*(Borough of Bay Head)*

*(Ocean County)*

*(Permit Number(NJG0149381)*

*Annual Review Date: (July 10, 2023)*

*Stormwater Program Coordinator: (Adam Curtis)*

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## Form 1 – Team Members

<b>Stormwater Program Coordinator (SPC)</b>			
Name and Title	Adam Curtis		
Phone	732-688-2978	Email	acurtis@bayheadnj.us
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>			
Name and Title	Paul E. Pogorzelski, P.E. Van Cleef Engineering Associates, Consulting Engineer		
Phone	609-658-1932	Email	ppogorzelski@vancleefengineering.com
Name and Title	Nevien Valenzuela, P.E., C.M.E..		
	732-704-5923	Email	nevien.valenzuela@collierseng.com
<b>Other Municipal Stormwater Team Members</b>			
Name and Title	Richard McGoey		
Phone	201-602-8270	Email	mcgoeybayhead@gmail.com
Name and Title	Thomas S. Charlton		
Phone	973-454-7352	Email	tscharlton@gmail.com
Name and Title	Darren Erbe		
Phone	732-330-1342	Email	derbe@bayheadnj.us
<b>Shared/Contracted Service Providers</b>			
Provider Name	Service Provided	Term of Service	
<i>Brick MUA</i>	<i>Closed Circuit Television and pipe cleaning</i>	<i>Annual</i>	
<i>Pt. Pleasant Boro</i>	<i>Street Sweeping</i>	<i>Annual</i>	
<i>True Green</i>	<i>Turf Management</i>	<i>Project Specific</i>	
<i>On-Site</i>	<i>PW Vehicle Maintenance</i>	<i>Annual</i>	



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

1. Provide the link to the dedicated stormwater webpage for your municipality.
<a href="https://www.bayheadnj.us/bay-head-environmental-commission-bhec/pages/stormwater-resources">https://www.bayheadnj.us/bay-head-environmental-commission-bhec/pages/stormwater-resources</a>
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Darren Erbe,
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.
<i>Tax bill inserts, Earth Day events, Municipal bulletin board, Environmental Commission agenda items (noticed meetings), Ocean Star Newspaper- Happenings section, partnerships with NGOs such as Save Barnegat Bay</i>

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

### Part IV.E.

<p>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.</p>
<p><i>An individual “development,” as well as multiple developments that individually or collectively result in:</i></p> <ul style="list-style-type: none"> <li><i>A. The disturbance of one or more acres of land since February 2, 2004;</i></li> <li><i>B. The creation of one-quarter acre or more of “regulated impervious surface” since February 2, 2004;</i></li> <li><i>C. The creation of one-quarter acre or more of “regulated motor vehicle surface” since March 2, 2021; or</i></li> <li><i>D. A combination of B and C 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.</i></li> </ul> <p><i>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 A, B, C, or D 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.”</i></p>
<p>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.</p>
<p><i>Same as NJDEP.</i></p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p><i>Major development projects are reviewed by the Planning Board. Compliance with the SCO and RSIS is ensured through professional engineer consultant review of SCO and RSIS.</i></p> <p><i>Major developments not required to submit to Planning Board for review are reviewed by the Borough Engineer to determine if major development compliance is required. If required, the Borough Engineer will review any major development not required to obtain Planning Board approval.</i></p>

<p>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.</p>
<p><i>Bay Head does not have a Mitigation Plan and has not granted any variances.</i></p>
<p>5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>
<p><i>Initial Adoption was on 3-21-2006 by Ordinance No. 2006-6 which was repealed and replaced by Ordinance No. 2021-03 on April 5, 2021.</i></p>
<p>6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>
<p><i>Municipal Stormwater Management Plan for the Borough of Bay Head was prepared March 2005 and last revised February 2007.</i></p>



**Form 5 – Ordinances**  
*Part IV.F.1.*

<b>Ordinance</b>	<b>Date Adopted</b>	<b>Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.</b>	<b>Entity Responsible for Enforcement</b>	<b>Fees &amp; Fines</b>
1. Pet Waste	09/19/2006	Ordinance 2006-11	Code Enforcement	N.J.S.A. 40:49-5
2. Wildlife Feeding	07/06/2015	Ordinance 2015-16	Code Enforcement	\$50-500
3. Litter Control	09/19/2006	Ordinance 2006-12	Code Enforcement	N.J.S.A. 40:49-5
4. Improper Disposal of Waste	12/21/2009	Ordinance 2009-11	Code Enforcement	\$250-\$1,000
5. Yard Waste	09/19/2006	Ordinance 2006-15	Code Enforcement	N.J.S.A. 40:49-5
6. Private Storm Drain Inlet Retrofitting	05/07/2012	Ordinance 2012-05	Code Enforcement	\$
7. Illicit Connections	09/19/2006	Ordinance 2006-16	Code Enforcement	\$
8. Privately-Owned Salt Storage		Pending 2023 adoption	Code Enforcement	\$
9. Tree Removal- Replacement		Pending 2023 adoption	Code Enforcement	\$
<b>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.</b>				
<i>None.</i>				
<b>Indicate the location of records associated with ordinances and related violations and enforcement actions below.</b>				
<i>Municipal Clerk's Office.</i>				

## 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.*

*Street sweeping on all municipal streets is normally performed once every 4 months unless more frequent sweeping is required due to large storm events. Scheduled street sweeping takes place over a 2-3 day period.*

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

*Street sweeping is performed by Bay Head Public Works Department using Bay Head owned equipment. However, an annual shared service for street sweeping is in place with Pt. Pleasant Borough to provide street sweeping services as a contingency.*

## 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.

- a. *Municipal inlets without permanent wording cast into the design have been labeled using metal plates affixed to the inlet.*
- b. *Municipal storm drain inlets have been or will be retrofitted. Private storm drain owners are being educated regarding storm drain inlet retrofit requirements and annual communication between Bay Head and private owners will ensure retrofitting occurs.*
- c. *Newly installed storm drain inlets are required to include corresponding catch basins or other BMPs to collect solids as a design element of the each project.*
- d. *Inspections of storm drain inlets will take place at whatever frequency is required by our permit. When an inlet has a blockage or there is no flow through the inlet, the conditions will be noted and further study will be undertaken to determine the cause and if flow is restricted, it will be cleaned..*

### 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. *Inspections of catch basins take place at whatever frequency is required by our permit or more frequently if deemed appropriate to insure the basin is functioning properly.*
- b. *Catch basins will need to be cleaned more frequently when, during the routine inspection, they are noted to be filled to capacity with collected material. They will then be inspected more frequently. Also, if stormwater flow through the basin is blocked and basin is surcharging, it will be cleaned. Once inspections note that the basin is filled less than capacity with collected material that will become the new inspection interval.*

**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.

*Stormwater pipe systems are presumed to have self-cleaning velocities. Bay Head stormwater pipe systems are subject to routine tidal submergence and are subject to high groundwater conditions. Stormwater pipe systems will be visually inspected during routine inlet/basin inspections.*

*When blockages or settlement of pavement surfaces are observed above a stormwater pipe, the pipe will be further investigated by closed circuit television and pipe flushing will be performed as warranted to determine the cause and the pipe shall be repaired.*

**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.

*All Bay Head stormwater pipe outfalls are subject to routine tidal submergence and are subject to high groundwater conditions. Inspections will be performed annually during very low tide events. Scour conditions observed will be noted and scheduled for repair.*

**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.

*All Bay Head stormwater pipe outfalls are subject to routine tidal submergence and are subject to high groundwater conditions. Inspections will be performed annually during very low tide events. Observed discharges will be documented and inspections will take place upstream until the source is located, evaluated and deemed illicit or not illicit.*

**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.

*None.*

**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.

*Stormwater facilities within the Borough of Bay Head and not owned or operated by the Borough of Bay Head will be identified on Bay Head's MS4 mapping. Property owners with facilities not owned or operated by the Borough of Bay Head will be communicated with and the Borough's obligations under its MS4 permit requirements will be provided to with the private system owner. Training will be offered to the private system owner and annual reviews of the logs associated with inspection of facilities not owned or operated by the Borough of Bay Head will be reviewed and copied for record keeping purposes.*

**8. Infrastructure Records**

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

*The Municipal Clerk will be copied on all records related to Stormwater infrastructure inspection, cleaning, maintenance, and repair activities*

## 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.

*The application of herbicides requires approval by the Borough. Herbicides shall be applied by state licensed contractors using an authorized herbicide management plan. All herbicides used, their application rates and locations shall be documented. As part of its approval of any herbicide management plan, the Borough shall review how herbicides will be prevented from being washed into waters of the State and will prevent erosion caused by de-vegetation.*

#### 2. Excess Deicing Material Management

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

*All salt used in deicing by Bay Head Public Works is stored within a storage building. There are no excess salt piles of deicing materials. Should excess salt piles be experienced, they will be removed manually or by street sweeper.*

#### 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.).

*All wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.) are collected daily by the Public Works Department and placed in designated containers in the Public Works yard for regular removal and disposal.*

#### 4. Roadside Erosion Control

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

*The majority of the Borough of Bay Head has curbed roads. For the six roads/alleys that are not curbed, when roadside erosion it shall be documented repaired as required.*

# 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: 2*

<b>1. Site Name and Address</b>	
<i>Bay Head Public Works Department, 214 Park Avenue, Bay Head, NJ 08742</i>	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<i>Uses on this site include above-ground fuel storage; recycling containers for bottles, cans, brush, and leaves; DPW equipment and a garage for work activities:</i>	
<ul style="list-style-type: none"> <li><i>• Above ground fuel storage – follow safety instructions for accidental spillage at the tank farm</i></li> <li><i>• Recycling containers are refuse containers that are constructed to prevent leakage.</i></li> <li><i>• DPW Equipment stored on impervious surface.</i></li> <li><i>• Deicing material stored inside a “lean-to” structure with 3 sides enclosed, a roof and a curbed pad to contain runoff. Fourth (4<sup>th</sup>) side is a flexible tarp used to prevent rainfall intrusion</i></li> </ul>	
<i>Perform monthly walk-around inspections of site:</i>	
<ul style="list-style-type: none"> <li><i>• Above ground fuel storage – walk around area, document any spillage, ensure that spillage is contained and reported and that rainfall runoff is appropriately contained.</i></li> <li><i>• Recycling containers are refuse containers that are constructed to prevent leakage.</i></li> <li><i>• DPW Equipment stored on impervious surface shall be inspected and any runoff from storage area shall be appropriately contained with treatment as required.</i></li> <li><i>• Deicing material is inspected by a walk around of the storage facility</i></li> </ul>	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
<i>Deicing material (salt)</i>	<i>Street Sweeper</i>
	<i>Above-Ground Fuel Storage</i>
	<i>Dump Trucks</i>
	<i>Recycling Containers</i>



<p><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.</p>
<p><i>Recycling containers are refuse containers that are constructed to prevent stormwater from entering the containers and from leakage should any stormwater enter the containers. Secondary containment for recycling containers are not provided.</i></p>
<p><b>5. Fueling Operations</b> 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.</p>
<p><i>The Municipal Maintenance yard does conduct fueling operations for Municipal vehicles. There is above ground fuel storage. Refueling occurs on a concrete impervious slab and only occurs when the operator is present. Should spillage occur, the operator is present to stop any spillage during refueling operations to greatly minimize any leakage. Should leakage occur, refueling stops immediately and the spillage is immediately contained and absorbed for removal. Spillage, if it occurs, is reported.</i></p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> 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.</p>
<p><i>Maintenance provided by contractor, On-Site Maintenance. Maintenance take place both inside garage and outdoors. All outdoor maintenance is observed allowing rapid detection, containment and removal to prevent/limit possible transportation to stormwater runoff.</i></p>
<p><b>7. Wash Wastewater Containment</b> Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p><i>There is no washing of vehicles on-site.</i></p>

<p><b>8. Salt and Other Granular De-icing Materials</b>  Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Deicing material stored inside a "lean-to" structure with 3 sides enclosed, a roof and a curbed pad to contain runoff. The fourth (4<sup>th</sup>) side is a flexible tarp used to prevent rainfall intrusion. Monthly inspections minimize risk of Stormwater contamination from these materials.</i></p>
<p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b>  Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>None stored on-site.</i></p>
<p><b>10. Cold Patch Asphalt</b>  Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Cold Patch is stored inside storage bags within Public Works Garage. There is no stormwater runoff inside Public Works Garage.</i></p>
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b>  Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>Street sweeping materials are temporarily stored at the Public Works site until removed for disposal.</i></p>

**12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings**

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

*There is no storage of construction and demolition waste, wood waste and yard trimmings 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.

*There is no storage of scrap tire on-site.*

**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.

*There is no storage of inoperable vehicles and equipment on-site.*

# 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: 2*

<b>1. Site Name and Address</b>	
<i>Bay Head Municipal Building, 83 Bridge Avenue, Bay Head, NJ 08742</i>	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs. <i>Monthly walk-around inspections of vehicles and equipment stored at this second site are performed and conditions are recorded that may allow transport of contaminated runoff from the storage area. The report is forwarded to the Program Coordinator when found.</i>	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
	<i>Police Vehicles</i>
	<i>Portable Motorized Police Equipment</i>
	<i>Municipal Office Vehicles</i>
	<i>Municipal Building Generator</i>

<p><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.</p>
<p><i>There are no outside containers at this site.</i></p>
<p><b>5. Fueling Operations</b> 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.</p>
<p><i>There are no fueling operations at this site.</i></p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> 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.</p>
<p><i>There is no vehicle/equipment maintenance or repairs at this site.</i></p>
<p><b>7. Wash Wastewater Containment</b> Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p><i>There is no washing of vehicles on-site.</i></p>
<p><b>8. Salt and Other Granular De-icing Materials</b> Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p><i>There are no de-icing materials stored at this site.</i></p>
<p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b></p>

<p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> <p><i>There are no Aggregate Materials, Wood Chips or Finished Leaf Compost stored at this site.</i></p>
<p><b>10. Cold Patch Asphalt</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> <p><i>There is no Cold Patch Asphalt stored at this site.</i></p>
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> <p><i>There are no Street Sweepings or Storm Sewer Cleanout Materials stored at this site.</i></p>
<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> <p><i>There is no storage of construction and demolition waste, wood waste and yard trimmings on-site.</i></p>
<p><b>13. Scrap Tires</b></p>

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

*There is no storage of scrap tires on-site.*

**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.

*There is no storage of inoperable vehicles and equipment on-site.*

## Form 10 – Training

### Part IV.F.6-10.

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator.
<i>NJDEP online e-learning, in-person training, qualified conferences, and watershed partnerships</i>

<b>Topic</b>	<b>Municipal Employees</b> Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	<i>NJDEP e-learning and qualified conferences</i>
Construction Site Stormwater Runoff	<i>NJDEP e-learning and qualified conferences</i>
Post-Construction Stormwater Management in New and Redevelopment	<i>NJDEP e-learning and qualified conferences</i>
Community-wide Ordinances	<i>NJDEP e-learning and qualified conferences</i>
Community-wide Measures	<i>NJDEP e-learning and qualified conferences</i>
Stormwater Facilities Maintenance	<i>NJDEP e-learning and qualified conferences</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>NJDEP e-learning and qualified conferences</i>
MS4 Mapping	<i>NJDEP e-learning and qualified conferences</i>
Outfall Stream Scouring	<i>NJDEP e-learning and qualified conferences</i>
Illicit Discharge Detection and Elimination	<i>NJDEP e-learning and qualified conferences</i>



<b>Stormwater Management Design Reviewers</b>
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<i>The NJPDES MS4 General Permit training requirement requires individuals who review major development projects for compliance with the requirements of the Stormwater Management Rules complete the Department approved Stormwater Management Design Review Course. All individuals who review major development projects for compliance with the requirements of the Stormwater Management Rules for the Borough of Bay Head shall be compliant with this recurrent training requirement this requirement.</i>

<b>Municipal Board and Governing Body Members</b>
Describe the training provided for members of the planning/zoning board and municipal council.
<i>Municipal Board and Governing Body members are required to have a general understanding of the post construction section of Bay Head’s MS4 permit so that they can “Ask the Right Questions” during their review.</i>
<i>NJDEP provides interactive training tools that must be completed by current Municipal Board and Governing Body members and by new members within 6 months of commencing duties. <a href="http://www.njstormwater.org/training.htm">www.njstormwater.org/training.htm</a>.</i>
<i>Training for municipal council and planning/zoning board member will be NJDEP e-learning educational programs. When authorized for NJDEP approved training, conferences, webinars and meetings may also be attended.</i>

<b>Training Records</b>
Indicate the location of training records for the above required training.
<i>Training records will be located in the Municipal Clerk’s Office. Bay Head is required to maintain a list of the dates and names of training program participants in its SPPP.</i>

## Form 11 – MS4 Mapping

### Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<a href="https://www.bayheadnj.us/bay-head-environmental-commission-bhec/pages/stormwater-resources">https://www.bayheadnj.us/bay-head-environmental-commission-bhec/pages/stormwater-resources</a>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	34
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	0
c. MS4 interconnections	0
d. MS4 storm drain inlets	189
e. MS4 manholes	15
f. Length of conveyance (channels, pipes, ditches, etc.)	8,997
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.).	
<i>Bay Head's outfall/infrastructure map will be reviewed annually or more frequently as necessary and updated as required based upon changes related to maintenance or new construction/reconstruction. Should a project be completed which changes the map, the changes will be made on a working copy and at the end of the year, these changes will be incorporated into an annual revision.</i>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<i>Using grant funds from NJDEP, Bay Head will engage a qualified consultant to prepare the required mapping using data collected by Bay Head Environmental Commission members for preparation of the maps.</i>	

## Form 12 – Watershed Improvement Plan

### Part IV.H.

<p>1. Describe how your municipality is developing its Watershed Improvement Plan.</p> <p><i>Bay Head has an active team consisting of Environmental Commission members and other community members that routinely study flooding and stormwater issues with the Borough. The work of this team can be found at the following links:</i></p> <p><b><i>TWILIGHT LAKE WATERSHED IMPROVEMENT PLAN</i></b> <i><a href="#">twilight_lake_wip_april_2023.pdf (bayheadnj.org)</a></i></p> <p><b><i>STATUS OF FLOOD INVESTIGATION</i></b> <i><a href="#">PowerPoint Presentation (bayheadnj.org)</a></i></p> <p><i>Bay Head will continue to develop its Watershed Improvement Plan as required by its MS4 permit.</i></p>
<p>2. Describe any regional projects or collaboration efforts with other municipalities.</p> <p><i>Bay Head regularly communicates and participates or collaborates with Ocean County, the NJ Department of Transportation and adjacent municipalities regarding flooding and watershed issues. Bay Head regularly communicates with the American Littoral Society, Barnegat Bay Partnership and Save Barnegat Bay. When feasible, Bay Head develops shared service agreements with other municipalities (e.g. agreement with Point Pleasant Borough for sharing street sweepers).</i></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><i>Bay Head Environmental Commission webpage and the Municipal Clerk's Office.</i></p>