Stormwater Pollution Prevention Plan

Borough of Paramus
Bergen County
NJPDES Permit Number NJG0148288
Annual Review Date: May 1, 2024
Stormwater Program Coordinator: Hassan Brown
NJDEP Program Interest I.D. Number 207652

Table of Contents

Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	Hassan Brown, Superintendent of Public Works Public Works Coordinator		
Phone	(201)265-2100, ext. #3100	Email	hbrown@paramusborough.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title	Richard Alaimo, Alaimo Group Borough Engineer Representative		
Phone	(973)523-6200	Email	ralaimo@alaimogroup.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title	Annemarie Krusznis, Borough Clerk Public Notice, Local Public Education and Ordinance Coordinator		
Phone	(201)265-2100, ext. #2200	Email	akrusznis@paramusborough.org
Name and Title	Michael O'Connell, Construction Official Post-Construction SW Management Coordinator		
Phone	(201)265-2100, ext. #2230	Email	moconnell@paramusborough.org
Name and Title	Hector Olmo, Administrator Employee Training Coordinator		
Phone	(201)265-2100, ext. #2220	Email	holmo@paramusborough.org

Shared/Contracted Service Providers		
Provider Name	Service Provided	Term of Service

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
6/1/23	all	Annual update / creation of all new SPPP forms
5/1/24	all	Annual review and update

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.paramusborough.org/736/Paramus-Stormwater-Management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Tony Ljubicich, Director of Information Technology
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.
The Borough of Paramus provides adequate public notice for public participation in the development and implementation of the MS4 stormwater program as per the Open Public Meetings Act ("Sunshine Law," N.J.S.A. 10:4-6 et seq.); statutory procedures for the enactment of ordinances (N.J.S.A. 40:49-2), including the municipal stormwater control ordinance; and the Municipal Land Use Law concerning the adoption or amendment of the MSWMP (N.J.S.A. 40:55D-13, 28 and 94) and the review of applications for development (N.J.S.A. 40:55D-12). The Borough of Paramus also makes elements of its MS4 stormwater program available to the public by providing the current SPPP upon request as required by Part IV.F.1.g (SPPP) and posting the current SPPP on its website to the extent required by Part IV.F.1.f (SPPP); and posting the current MSWMP and all ordinances required by this permit on its website or otherwise comply with the notification requirements of N.J.A.C. 7:8-4.4(e) https://www.paramusborough.org/DocumentCenter/View/1260/Stormwater-Pollution-Prevention-Plan The Borough of Paramus maintains records of compliance with public participation requirements at the Department of Public Works located at: 1 W Jockish Square, Paramus, NJ 07652.

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.
As per Article VII -- Governing Stormwater Management, the Borough of Paramus defines a "major development" as: "Any development that provides for ultimately disturbing one or more acres of land or increasing impervious surface by 1/4 acre or more. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation. Projects undertaken by any government agency which otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered 'major development.' "
2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.
All municipal projects are reviewed and regularly inspected by the Borough Engineer and designees to ensure compliance with the Stormwater Management Ordinance. A maintenance plan for BMPs and structural stormwater management measures as described in the Stormwater Management Ordinance is established to ensure adequate long-term operation and maintenance of required BMPs and structural stormwater management measures for any Borough project or development. The Borough’s SCO is at a minimum equal to the NJ DEP’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 process for reviewing major development project applications for compliance is as follows: 1. Examination of the existing and proposed site conditions to verify whether the development is subject to the Stormwater Control Ordinance(s). 2. Examination of the hydraulic, hydrologic, and geographic conditions of the development site, such as land use cover, topography, flooding history, and discharge point(s). 3. Examination of proposed stormwater management measures: A determination is made as to whether the proposed stormwater management measures first incorporate nonstructural strategies to meet the design and performance standards to the maximum extent practicable. The nine nonstructural strategies must be adopted in the municipality’s Stormwater Control Ordinance(s). They can be also found in N.J.A.C. 7:8-5.3. The Department has prepared a Low Impact Development Checklist that provides information to assist reviewers and designers in demonstrating that nonstructural stormwater management Tier A Municipal Stormwater Guidance Document October 2018 Chapter 3.4 Post Construction Stormwater Management in New Development and Redevelopment Page 12 measures have been implemented in a project. The checklist is available online from the Department at https://dep.nj.gov/stormwater/bmp-manual/ ; and

After incorporating the nonstructural strategies, a determination is made to ascertain whether the proposed development still requires structural measures in order to meet the design and performance standards for water quality, quantity and groundwater recharge.

4. Examination of whether the proposed structural measures follow the design and performance standards as well as the best management practices required in the Municipal Stormwater Control Ordinance(s), the Residential Site Improvement Standards and the Stormwater Management rules. The Department provides the New Jersey Stormwater BMP manual to guide the detailed designs of stormwater management measures. The municipality's review engineers must be familiar with the design guidelines in order to perform an effective review. The New Jersey Stormwater BMP Manual is available at https://dep.nj.gov/stormwater/bmp-manual/ .

5. Examination of whether a maintenance plan is proposed and meets the requirements in the Municipal Stormwater Control Ordinance(s). There are specific requirements to prepare a maintenance plan, provide the information of the party responsible for the maintenance and the legal step to record the maintenance plan on the deed.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.

Yes - for the Municipal Stormwater Management Plan
No – for the Stormwater Control Ordinance

Records of all approved applications for major development are kept at the Paramus Public Works and the Paramus Municipal Building located at: 1 W Jockish Square, Paramus, NJ 07652.

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

Initial Adoption = 4/12/2005
Amended = 5/25/2021

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

Initial Adoption = 3/1/2001
Appendix "A" Adopted = 4/12/2005
Appendix "B" Adopted = 4/27/2000
Appendix "C" Adopted = 6/6/2013
Appendix "D" Adopted = 9/30/2005

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	4/12/2005	yes	PPD, Paramus QoL	$150-$1,250
2. Wildlife Feeding	4/12/2005	yes	Paramus Police Department	$150-$1,250
3. Litter Control	4/12/2005	yes	Paramus Police Department	$150-$1,250
4. Improper Disposal of Waste	4/12/2005	yes	Paramus Police Department	$150-$1,250
5. Yard Waste	4/12/2005	yes	Paramus Police Department	$150-$1,250
6. Private Storm Drain Inlet Retrofitting	5/29/2009	yes	PPD and/or other Paramus municipal officials	$500
7. Illicit Connections	4/12/2005	yes	PPD, DPW Superintendent or his designee, Boro Engineer	$150-$1,250
8. Privately-Owned Salt Storage	5/9/2023	yes	QoL and/or DPW officials	$200-$1,000
9. Tree Removal-Replacement	Review In process	Review in progress of new proposed ordinance vs. current	Shade Tree Commission	$200-$1,500

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.

The Borough of Paramus is in the process of adopting an Enhanced Stormwater Control Ordinance as recommended by the Watershed Institute.

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

Records of all ordinances and related enforcement actions are kept at the Paramus Public Works and the Paramus Municipal Building located at: 1 W Jockish Square, Paramus, NJ 07652.

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 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.

The Borough of Paramus has approximately 4.31 miles (22,753.0 LF) of required street sweeping within the borough, as seen on the attached map. The Borough of Paramus has evaluated these streets to determine which areas will need to be swept once a month.

The Borough of Paramus intends on maintaining its existing street sweeping program for all municipal streets, which includes the sweeping of all curbed streets a minimum of once a month. The total length of all additional street sweeping is 86.48 miles (456,606.0 LF).

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

The Borough of Paramus provides street sweeping services for the following municipalities and institutions: the Boroughs of Hillsdale, Park Ridge, Upper Saddle River, and Woodcliff Lake; Bergen Community College; and the Township of Washington.

Form 7 – MS4 Infrastructure

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

1. Municipal Storm Drain Inlets

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

All inlets within the Borough are labeled and labels are replaced as necessary during inspections. Visual inspections are performed at a minimum of once yearly.

Retrofitting municipal inlets is included with paving projects. The municipal engineer inspectors ensure that the proper inlet head is installed.

All private existing storm drain inlets which are in direct contact with repaving, repairing (excluding repair of individual potholes), reconstruction, resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen), or alterations of facilities on property not owned or operated by the municipality (except individual single-family homes) shall be retrofitted to meet current NJDEP guidelines for the size of inlet casting and curb piece openings as required by the New Jersey Pollutant Discharge Elimination System permit (NJDES permit, rules at N.J.A.C. 7:14A). These projects shall be inspected to ensure that privately owned storm drain inlets are retrofitted. This shall be enforced by the Police Department, Director of the Department of Public Works, and the Code Enforcement Officer of the Borough of Paramus.

Inlets will be inspected by the building inspector to verify that they are compliant with the "Design Standards for Storm Drain Inlets" set forth in the "Tier A Municipal Stormwater General Permit -- Attachment B".

Visual inspections are performed at least once yearly. Grates are removed when necessary to remove accumulated material.

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.

Visual inspections are performed on all municipal basins at least once a year to determine if cleaning and / or repair is necessary.

Grates are removed when necessary to remove accumulated material.

3. Municipal Conveyance System

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

The Borough of Paramus inspects the MS4 system annually during the normal cleaning schedule. If any problem(s) and / or issue(s) is found, the DPW has the ability to camera the line with the Borough's camera truck. The Borough also has the ability to jet / clean the lines with the DPW's 2,000 gallon jet vacuum truck.

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.

When the Borough is performing the outfall condition assessment all outfall pipes are inspected for signs of scouring. All sites will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not require NJDEP permits will be performed first.

The Borough will follow each repair up with an annual inspection of the site to ensure that scouring has not resumed.

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 Borough conducted an initial physical inspection of all outfall pipes during the mapping process. During this process and as a part of the continued inspection of outfalls the Borough implemented and enforces an ongoing Illicit Discharge Detection and Elimination Program as follows:

- Conducting visual dry weather inspection of all outfall pipes owned and operated by the municipality;

- Investigating the source if evidence of illicit discharge is found;

- Eliminating non-stormwater discharges that are traced to their source and found to result from illicit connections;

- Documenting investigations and actions taken;

- Inspecting any newly identified outfall pipes for illicit discharges;

- Investigating dry weather flows discovered during routine inspection and maintenance; and

- Investigating all complaints and reports of illicit discharges within three months of receipt.

Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked to locate the illicit connection. If the Borough is able to locate the illicit connection and the connection is within the Borough of Paramus, we will cite the responsible party for being in violation of our Illicit Connection Ordinance and we will have the connection eliminated immediately. If, after the appropriate amount of investigation, the Borough is unable to locate the source of the illicit connection, we will submit the Closeout Investigation Form with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Borough of Paramus will report the illicit connection to the Department.

Illicit connections can be reported to the Borough of Paramus Police Department.

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.

N/A

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 is creating an inventory of all privately-owned stormwater facilities. Letters will be sent requesting a description of the facility's stormwater structures and site-specific maintenance plans, logs and any past or present issues or concerns. Once the inventory is complete the Borough will inspect the facilities on an annual basis.

8. Infrastructure Records

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

Records of all stormwater facilities inspection and maintenance logs are kept at the Paramus Department of Public Works at: 1 West Jockish Square, Paramus, NJ 07652.

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.
N/A – Herbicides are not used.
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 and de-icing material is stored and handled in accordance with the Best Management Practices protocols. All salt and deicing material is stored inside of the salt dome and two 2,500-gallon calcium chloride tanks located on-site. Inspections and maintenance of the salt shed and surrounding area are performed regularly; tracking of material from loading and unloading operations is minimized; and the area is swept regularly, in the event of tracked material and after loading and unloading is complete all loose material is collected placed back into the salt shed for reuse. Any excess piles inadvertently deposited on the roadway during spreading operations are removed within 72 hours.
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.).
Residential yard trimmings and wood waste debris are collected on a regular basis and follow the borough ordinance for containment and disposal methods.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
The Borough of Paramus maintains all roadside vegetation by trimming. All areas of uncurbed roadside vegetation are monitored for erosion problems from vehicular traffic. The Borough does not utilize herbicides for roadside vegetation management so as to prevent it from being washed by stormwater into the waters of the State and to prevent erosion caused by de-vegetation. Monthly inspections are performed to ensure the Best Management Practices are being executed for Roadside Vegetation Management. Associated records and inspection logs are kept at the Paramus Department of Public Works at: 1 West Jockish Square, Paramus, NJ 07652.

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__

1. Site Name and Address

Site 1 of 2:

Paramus Department of Public Works at: 1 West Jockish Square, Paramus, NJ 07652.

2. Monthly Site Inspections

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

Employees working at / within the maintenance yard perform daily inspections of the complex and grounds. More in depth site inspections are performed and documented at least once per month to ensure materials are being securely stored and organized. Inspection logs are kept by supervisory staff in their offices. Any problems or issues that are discovered are remediated as soon as possible or within 72 hours.

3. Inventory List

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

Materials	**Machinery/Equipment**
Mason sand/stone/gravel/sand/calcium chloride	Pickup trucks w/plows
	Leaf trucks
	Fuel tanks
	Impounded / disabled vehicles

4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.
Non-applicable. All material is stored inside of the garage located on-site in secondary containment and is not exposed to stormwater.
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.
The Paramus DPW utilizes five (5) aboveground storage tanks (AST) and three (3) underground storage tanks for the storage of petroleum products. Three (3) of the five (5) ASTs are located outside the DPW garage. One (1) of these ASTs is stored inside the building. Gasoline, diesel fuel and motor oil/hydraulic oil deliveries to the DPW are by common carrier or via tank truck. All fueling operations are performed in accordance with the Best Management Practices. Drip pans are placed under hoses and pipe connections, inlets are blocked, and safety operations are posted during bulk fuel transfer. Equipment is immediately replaced or repaired when leaking or disrepair is discovered.
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.
All vehicle maintenance is performed in accordance with the Best Management Practices. Equipment is operated and maintained to prevent exposure of pollutants to stormwater. Whenever possible, all vehicle maintenance is performed inside of the garage located on-site. For projects that must be conducted outdoors, and last more than one day, portable tents or covers shall be placed over the equipment being serviced when not being worked on and drip pans shall be used at all times. Work will be performed in areas away from storm drains or inlets will be blocked when maintenance is being conducted outdoors.
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.
All equipment and vehicle washing is performed inside of the garage located on-site. The wash wastewater is processed through an oil water separator attached to the sanitary sewer. Therefore, equipment and vehicle washing is performed in accordance with the Best Management Practices by eliminating the unpermitted discharge of wash wastewater to storm sewer inlets or waters of the State.

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.
All salt and de-icing material is stored and handled in accordance with the Best Management Practices. All salt and deicing material is stored inside of the salt dome and two 2,500-gallon calcium chloride tanks located on-site. Inspections and maintenance of the salt shed and surrounding area are performed regularly; tracking of material from loading and unloading operations is minimized; and the area is swept regularly, in the event of tracked material and after loading and unloading is complete all loose material is collected placed back into the salt shed for reuse.
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.
All aggregate material and debris is stored in uncovered containers. These containers are stored outside with more than a 50-foot setback from any stormwater inlet and outside of any regulated area (including but not limited to coastal areas, wetlands, and floodplains) in accordance with the Best Management Practices.
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.
These materials are stored inside the municipal garage and are not subject to any stormwater contamination issues.
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.
N/A – these materials are not stored at the DPW municipal garage 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.

All construction debris is stored in uncovered containers. These containers are stored outside with more than a 50-foot setback from any stormwater inlet and outside of any regulated area (including but not limited to coastal areas, wetlands, and floodplains) in accordance with the Best Management Practices.

Yard trimmings and wood waste are not stored at the DPW municipal garage 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.

Yes, the scrap tires are stored in an enclosed sea-box container until they are removed by an authorized recycling vendor.

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.

Inoperable vehicles and equipment are drained of all fluids and stored at least fifty (50) feet from any / all storm drains until they can be disposed of through auction and / or scrap yard.

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__

1. Site Name and Address

Site 2 of 2:

Paramus Recycling Leaf Site located at: 500 Jerome Avenue, Paramus, NJ 07652.

2. Monthly Site Inspections

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

Employees working at / within the recycling site perform daily inspections of the site and grounds. A site inspection is performed and documented at least once per month to ensure materials are being securely stored and organized. Problems or issues discovered are remediated as soon as possible or within 72 hours. Inspection log is kept by supervisory staff at the DPW office.

3. Inventory List

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

Materials	**Machinery/Equipment**
Temporary storage of leaves, grass clippings, wood waste (branches/brush)	Leaf grinder
Windrows of leaf compost	

4. Discharge of Stormwater from Secondary Containment

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

N/A

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.	
	Any fueling operations that may performed at this site are done so in accordance with the Best Management Practices. Occasional fueling may take place at which time drip pans are placed under hoses and pipe connections.
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.	
	Any equipment maintenance that must be performed is done in accordance with the Best Management Practices. Equipment is operated and maintained to prevent exposure of pollutants to stormwater. Whenever possible, all equipment maintenance is performed inside of the borough garage. For projects or repairs that must be conducted outdoors, and last more than one day, portable tents or covers shall be placed over the equipment being serviced when not being worked on and drip pans shall be used at all times. Work will be performed in areas away from storm drains or inlets (none on site) will be blocked when maintenance is being conducted outdoors.
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.	
	N/A
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.	
	N/A
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 and debris is not stored on site. Wood chips and leaf compost are stored outside with more than a 50-foot setback from any stormwater inlet and outside of any regulated area (including but not limited to coastal areas, wetlands, and floodplains) in accordance with the Best Management Practices.

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
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.
All storage of street sweeping, catch basin clean out and other material is performed in accordance with the Best Management Practices. These materials are placed in a pile for the removal of trash before being moved to a covered container. Material is removed for disposal within six months of placement into storage.
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 construction debris is stored on site All yard trimmings and wood waste are temporarily stored in bins which are then removed / hauled off for proper disposal in accordance with the Best Management Practices.
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.
N/A
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.
N/A

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
Stormwater Program Coordinator (SPC) has extensive stormwater training and is also a Certified Stormwater Inspector. Additional training experience includes Forever Chemicals, Stormwater Utilities, and Stormwater Design Review. The SPC ensures appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties.

Topic	**Municipal Employees** Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	Annual training is provided by the SPC to employees in-person and by field training. Employees also review the required stormwater videos annually.
Construction Site Stormwater Runoff	Training provided by the SPC at a minimum of every two years
Post-Construction Stormwater Management in New and Redevelopment	Training provided by the SPC at a minimum of every two years
Community-wide Ordinances	Training provided by the SPC at a minimum of every two years
Community-wide Measures	Training provided by the SPC at a minimum of every two years

Stormwater Facilities Maintenance	Training provided by the SPC annually
Municipal Maintenance Yards and Other Ancillary Operations	Training provided by the SPC annually
MS4 Mapping	Training provided by the SPC at a minimum of every two years
Outfall Stream Scouring	Training provided by the SPC at a minimum of every two years
Illicit Discharge Detection and Elimination	Training provided by the SPC at a minimum of every two years

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm. Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management.

Training Records
Indicate the location of training records for the above required training.
Associated records are kept at the Paramus Department of Public Works at: 1 West Jockish Square, Paramus, NJ 07652.

Form 11 – MS4 Mapping

Part IV.G.1.

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

https://www.paramusborough.org/DocumentCenter/View/3637/14a-Outfall-Locations-24x36

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

a. MS4 outfalls	332
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	N/A
c. MS4 interconnections	
d. MS4 storm drain inlets	2,163
e. MS4 manholes	
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	6
i. Maintenance yard(s) and other ancillary operations	1

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.).

Site plans are reviewed by borough engineers who notify the Department of Public Works of any new additions to the MS4 infrastructure.

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

Annual software updates and any changes / additions to the infrastructure system are performed on an as needed basis.

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
The Borough of Paramus is currently in the process of creating our Watershed Improvement Plan.
2. Describe any regional projects or collaboration efforts with other municipalities.
Paramus is participating in a joint feasibility study with the Bergen County Utilities Authority regarding the creation of a Stormwater Utility to improve the water quality throughout Bergen County.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
To be determined.