

Stormwater Pollution Prevention Plan

Borough of Fair Lawn

Bergen County

Permit Number NJG0149951

Annual Review Date: (9/11/2024)

Stormwater Program Coordinator: Kenneth Torres



New Jersey Department of Environmental Protection

Mail Code - 501-02A

**Bureau of NJPDES Stormwater Permitting
and Water Quality Management**

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**AUTHORIZATION TO DISCHARGE
R9 -MS4 - Tier A Municipal Stormwater (GP)**

Facility Name: Fair Lawn Boro

Permit Number: NJG0149951

Program Interest No.: 191117

Facility Address:

8-01 Fairlawn Ave
Fair Lawn, NJ 07410

Type of Activity: Stormwater Discharge General Permit Authorization Renewal

Owner:

Fair Lawn Boro
8 01 Fair Lawn Ave
Fair Lawn, NJ 07410

Operating Entity:

Fair Lawn Boro
8 01 Fair Lawn Ave
Fair Lawn, NJ 07410

Issuance Date:

12/13/2022

Effective Date:

01/01/2023

Expiration Date:

12/31/2028

Your Request for Authorization under NJPDES General Permit No. NJ0141852 has been approved by the New Jersey Department of Environmental Protection.

Date: 12/13/2022

Gabriel Mahon, Chief

Bureau of NJPDES Stormwater Permitting
And Water Quality Management

(Terms, conditions and provisions attached hereto)

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Kenneth Torres, P.E., Assistant Engineer	
Phone	201-794-5361	Email	ktorres@fairlawn.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Paul Azzolina, P.E., P.P. - Zoning Board Engineer	
Phone	(201) 845-8500	Email	P.Azzolina@AFenginc.com
Name and Title		Lyra Knust, P.E. - Planning Board Engineer	
Phone	(732) 727-8000 x1240	Email	LKnust@cmeusa1.com
Other Municipal Stormwater Team Members			
Name and Title		Nicholas Magarelli, RMC - Municipal Clerk, Public Notice & Ordinance Coordinator	
Phone	201-794-5340	Email	nmagarelli@fairlawn.org
Name and Title		Christopher Hoitsma, CPWM - Superintendent Public Works	
Phone	201-794-5326	Email	choitsma@fairlawn.org
Name and Title		Richard Bolan, Construction Official & Zoning Officer	
Phone	(201) 794 5307	Email	RBolan@fairlawn.org
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
Neglia Engineering	GIS mapping services	Annual contract (2024-2025)	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
5 Aug 2011		
30 April 2015		
30 April 2017		
19 Aug 2019		Update required per NJDEP regulations
11 Sept 2024		Updated all forms to match 2023 NJDEP Template
3 April 2025		Updated forms 7, 8, and 9 per NJDEP review comments

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.fairlawn.org/p/stormwater-information
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Kenneth Torres, Assistant Engineer (SPC), and Wendy Alvarez, Chief of Staff
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.
Direct mailings (email) Public meetings and meeting agenda postings Borough's Main Webpage (www.fairlawn.org) and Stormwater Webpage Borough's Facebook Page (https://www.facebook.com/fairlawnboro/) Flyers and pamphlets at the DPW Office and Recycling Center

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>“Major development” means an individual “development,” as well as multiple developments that individually or collectively result in: 1. The disturbance of one or more acres of land since February 2, 2004; 2. The creation of one-quarter acre or more of “regulated impervious surface” since February 2, 2004; 3. The creation of one-quarter acre or more of “regulated motor vehicle surface” since March 2, 2021; or 4. A combination of 2 and 3 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.</p> <p>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 1, 2, 3, or 4 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.”</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>Same</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>Applications for Major Development are submitted to the Planning Board or Zoning Board for review and approval. This review includes confirmation by the Board's professionals that all projects comply with the local Stormwater Control Ordinance as well as the Residential Site Improvement Standards.</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>The Municipal Stormwater Management Plan does not include a mitigation plan. It is the intention of the Borough not to grant any variances or exemptions from the design and performance standards.</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>Initial Adoption: 3/8/2005 Revised: 4/27/2021, 2/27/2024</p>

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: 3/10/2005 Revised: 2/28/2006, 09/2020

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	07/01/82	No, adopted prior to the DEP model being published.	Building/Zoning Dept., Police Dept., Other Designated Municipal Employees	\$100 - \$2,000
2. Wildlife Feeding	04/12/05	Yes	Building/Zoning Dept., Police Dept., Other Designated Municipal Employees	\$100
3. Litter Control	12/01/84	No, this ordinance describes more specific prohibited scenarios	Building/Zoning Dept., Police Dept., Other Designated Municipal Employees	\$100 - \$1,000
4. Improper Disposal of Waste	12/01/84	No, adopted prior to the DEP model being published.	Building/Zoning Dept., Police Dept., Other Designated Municipal Employees	\$100 - \$2,000
5. Yard Waste	04/12/05	No, this ordinance also provides direction for disposing yard waste at the Recycling Center for residents and landscapers.	Police Dept., Recycling Coordinator, DPW, Code Enforcement Officer, Health Dept., any designee of the Borough Manager	\$500 - \$1,000
6. Private Storm Drain Inlet Retrofitting	12/14/10	Yes	Police Dept., DPW, Engineering Dept., Building/Zoning Dept.	\$100 - \$2,000
7. Illicit Connections	04/12/05	Yes	DPW Superintendent or their designee	\$100 - \$2,000
8. Privately-Owned Salt Storage	04/30/24	Yes	Police Dept., DPW Superintendent or their designee, Code Enforcement Officer, any designee of the Borough Manager	\$200 - \$1,000
9. Tree Removal-Replacement	04/30/24	No, this ordinance requires a Tree Removal Application with a fee and removal by a Licensed Tree Expert (LTE) or Licensed Tree Care Operator (LTCO). An LTE shall make all Hazard tree determinations.	Police Dept., Property Maintenance Official	\$100 - \$2,000

<p>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.</p>
<p>The Borough of Fair Lawn also has a Privately-Owned Refuse Containers/Dumpsters ordinance that requires those dumpsters be covered when not in use to prohibit stormwater from entering and running through the dumpsters. The entities responsible for enforcement are the Police Dept. and/or other municipal officials. Each violation of this ordinance carries a \$100 - \$2000 fine per offense.</p>
<p>Indicate the location of records associated with ordinances and related violations and enforcement actions below.</p>
<p>Ordinance records are located in the Clerk's office and online. Enforcement records are kept by the department enforcing the regulations.</p>

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.

Borough currently sweeps all streets in the Borough four times per year.

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

No Shared Services arrangement is currently in place.

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. All labels are inspected annually during inspection of the inlets themselves and replaced as needed.

b. Borough owned inlets are retrofitted as repairs are made or issues are found. All storm drains in areas of the annual paving program are retrofitted. Borough ordinance 2201-2010 requires that storm drain inlets on private property be retrofitted or replaced to meet the design standard as specified in the ordinance when the associated parking lot/roadway is repaved, repaired, resurfaced, reconstructed or altered. Additionally, when private developments are submitted to the Planning Board/Zoning Board for approval, all existing privately owned inlets are required to be retrofitted.

c. The Borough Engineer checks the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with, or downstream of, the affected storm drain inlets.

d. DPW staff perform inspections of all storm drain inlets at least annually as they drive the roads of the Borough. The staff will either decide to stop then to remove any debris off the inlet grate and surrounding area and load the debris into their trucks for proper disposal or make a note of the location to return to conduct the cleaning within 1 week. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary.

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. Each year, we inspect 20% of the total catch basins on rotation and ensure that all catch basins are inspected at least once within the 5-year permit cycle. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary. DPW staff conduct a visual inspection using a flashlight and measuring pole.

b. DPW staff are trained to check for debris collected in the catch basin. All catch basins that are 40% or more full are scheduled for clean-out by a vacuum truck within one month of inspection. Additionally, catch basins that are in areas of recent flooding complaints are

<p>inspected within 1 week of the complaint. The Borough also refers to previous records and puts those catch basins that have been noted as needing frequent cleaning on a more frequent inspection schedule.</p>
<p>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.</p>
<p>While the DPW staff drive the roads of the town for various activities, our DPW staff also check the conditions of ditches and swales. If there is noticeable trash or debris interfering with stormwater flow, the staff is required to clean up the debris preferably immediately, but no later than 1 week.</p> <p>The Borough uses a county cooperative agreement for sewer camera inspections to view the enclosed pipe conveyances in areas associated with our catch basins, as we perform those inspections or on an as needed basis. If it appears that any pipes, ditches, or swales need to be cleared, they will be added to our maintenance schedule to be completed as soon as possible, but no later than within 3 months of the inspection.</p> <p>Additionally, conveyance systems that are downstream of areas with recent flooding complaints are inspected within 1 week of the complaint.</p>
<p>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.</p>
<p>20% of the Borough’s outfall infrastructure is inspected annually on rotation to ensure that all outfalls are inspected at least once within the 5-year permit cycle using the Department’s Outfall Inspection Form. If scouring is found, the NJDEP Stream Scouring form is used to document the location and the suspected cause, either public or private. If it is a public source, the Borough takes steps to eliminate the scouring. If it is a private source, the Borough take steps against the private entity to take corrective action. If no source is found, the Borough will notify the MS4 case manager within 3 months.</p> <p>All restoration shall be made in accordance with the Soil Erosion and Sediment Control Standards in New Storm and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13, as per our Tier A permit requirements. Prioritization of repairs will be based in part upon extent of scour, potential safety threat, and need for NJDEP permit(s). All pertinent repair records including the date, location, type of repair, and copies of all applicable NJDEP permits will be kept in the Engineering Department. Past repairs will be inspected annually to ensure scouring has not resumed. Appropriate repairs will be made at those outfall locations where such resumption has occurred.</p> <p>Any new outfall found or constructed will be inspected within 30 days.</p>

<p>5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination</p> <p>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.</p>
<p>20% of the Borough’s outfall infrastructure is inspected annually on rotation to ensure that all outfalls are inspected at least once within the 5-year permit cycle using the Department’s Outfall Inspection Form. During inspections, outfalls are checked for dry weather discharges (72 hours after a rain event), intermittent non-stormwater flow, and discoloration or inappropriate debris (such as toilet paper) in and immediately downstream of the outfall.</p> <p>If complaints are reported or if any outfalls are found to have a suspected illicit discharge, it is reinspected within 30 days and sampled in accordance with NJDEP’s MS4 Guidance to determine if an illicit connection exists.</p> <p>If an illicit discharge is detected, the Borough will begin the work to identify the source within 30 days. The Borough will fill out and submit the NJDEP Illicit Connection Inspection Report Forms for each suspected illicit discharge to submit with our Annual Report.</p> <p>If the source is identified, the Borough will notify the property owner(s) of their violation of the Illicit Connection Ordinance and will have the connection eliminated immediately. If the Borough is unable to locate the source of the illicit connection within eleven months, the Borough will notify the NJDEP Enforcement Inspector and the MS4 case manager within one month of the situation and to request an extension of the investigation period.</p> <p>Any time the Borough identifies a new outfall, it is inspected and checked for illicit discharge within 30 days of identification.</p>
<p>6. Other Municipal Infrastructure</p> <p>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.</p>
<p>N/A</p>
<p>7. Stormwater Facilities Not Owned or Operated by the Municipality</p> <p>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.</p>
<p>Private stormwater facilities exist at the Crossings at Radburn and the Fair Lawn Commons.</p>

Private entities are required by Planning Board or Zoning Board resolutions to perform regular maintenance and inspections of the stormwater facilities according to the approved Operation and Maintenance Plan and to keep records on file for inspection by the Borough upon request.

Private basins are inspected in response to complaints.

Failure to follow the requirements results in Violations and summonses issued by Property Maintenance Officer and/or the Health Department.

8. Infrastructure Records

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

Associated records are kept at the Borough of Fair Lawn's Department of Public Works and Engineering Department.

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 Borough of Fair Lawn does not apply any kind of herbicide at all.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
The Borough of Fair Lawn's DPW staff are trained to shovel up excess salt piles that remains on roadways and parking areas within three days (72 hours) after the storm is over, conditions permitting. The salt is collected in a covered trash bin on the truck and the salt is reused during the next storm.
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.).
DPW does not use mower bags but are instructed to mow those areas so that they can direct the exit chute from the mower back onto the grass itself, and not out into the street, parking areas or area near a storm drain inlet, etc. Tree branches that result from trimming activities are collected and brought back to the maintenance yard and stored in dumpsters. Cali Carting disposes these tree branches at state certified facility as needed.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
The majority of the Borough roadways have curbing or asphalt berms, which prevent erosion. Streets without edge treatments are inspected annually for erosion by DPW staff. When erosion is discovered, rip rap stone or other erosion control methods are implemented.

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: 1

1. Site Name and Address	
Fair Lawn Public Works Complex 20-05 Saddle River Road Fair Lawn NJ 07410	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions are noted in the inspection log.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Temporary storage of leaves, grass clippings	Fuel tanks
Stone - QP, 3/4"	Trucks - Pick-ups, Mason dumps, Dump trucks, Vacuum/Jet, Garbage
Various solvents used in DPW operations	
Pipe, inlet/manhole frames and covers	
Spoils from excavation (dirt, concrete, asphalt)	
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.	
The Borough's fueling station is located on site. Fuel is stored in double walled tanks above-ground. A spill kit is located at the fuel pumps.	
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 municipal vehicles are maintained and repaired on site and indoors.	

<p>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.</p>
<p>The Borough utilizes a commercial vehicle washing facility for the cars and medium vehicles. Large vehicles washing services are performed by a private contractor using the capture and haul system.</p>
<p>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.</p>
<p>De-icing material is currently stored on site. The yard includes a dome structure for storage of salt material. The Borough Public Works Superintendent or his designee is responsible for the inspection of the de-icing material storage. At the completion of loading and unloading activities, spilled salt is being cleaned up as soon as practicable.</p>
<p>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.</p>
<p>Aggregate & stone materials are stored on site. All materials are staged outside, more than 50 feet from any storm sewers.</p> <p>Downes Tree Service are contracted to handle disposal of wood chips and leaf composting.</p>
<p>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.</p>
<p>Cold patch is stored on site and indoors.</p>
<p>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.</p>
<p>Street sweeping and catch basin cleanout materials are stored on site in dumpsters. All materials are staged outside, more than 50 feet from any storm sewers. The DPW in the process of budgeting to cover these dumpsters with tarps.</p>
<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.</p>
<p>Yard trimmings and wood waste are stored on site in dumpsters and are later disposed of</p>

<p>offsite at a licensed facility. Any construction or demolition spoils are stored temporarily in dumpsters, prior to final disposal at an offsite facility. All materials are stored at a minimum of 50 feet away from any storm sewers or surface water bodies.</p>
<p>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.</p>
<p>Scrap tires are stored on site at this facility and within an enclosed container. Scrap tires are later disposed of at an offsite facility.</p>
<p>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.</p>
<p>Inoperable vehicles are temporarily stored on site until auctioned off or disposed of by the Borough.</p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The Stormwater Program Coordinator (SPC) for the Borough of Fair Lawn attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.

Topic	Municipal Employees
	Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
	Describe the training provided for municipal staff.
SPPP	<p>The Borough of Fair Lawn trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via combined in-person/virtual training.</p> <p>This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that takes on new responsibilities prior to the next training session.</p>
Construction Site Stormwater Runoff	The Planning Board and Zoning Board officials and consultant engineers are responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan.
Post-Construction Stormwater Management in New and Redevelopment	The Planning Board and Zoning Board officials and consultant engineers are responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality's post-construction stormwater management program to address stormwater runoff. Training explains the municipality's definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, the Borough of Fair Lawn SCO, stormwater permit conditions, the Department's BMP Manual, and Guidance Documents.
Community-wide Ordinances	Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and to review the purpose of each ordinance and what steps to take if violations are reported.
Community-wide Measures	Staff responsible for conducting activities associated with community-wide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.

Stormwater Facilities Maintenance	<p>Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4 related permit requirements. This training details what infrastructure is to be maintained according to approved manufacturers' maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP's BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work.</p> <p>All types of stormwater infrastructure in the Borough are addressed in the training, which includes but is not limited to storm drain inlets, catch basins, piped and open swale MS4 conveyances, stormwater infiltration basins, and manufactured treatment devices.</p>
Municipal Maintenance Yards and Other Ancillary Operations	Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
MS4 Mapping	Mapping is performed by our GIS consultant and approved by the Borough of Fair Lawn.
Outfall Stream Scouring	Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Illicit Discharge Detection and Elimination	Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.

Stormwater Management Design Reviewers

Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.

Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8.

Municipal Board and Governing Body Members

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

Within 6 months of joining town council or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html.

Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage:

Stormwater Management Rules Applicability

<https://nj.gov/dep/stormwater/training.htm>

Stormwater Management Rules Planning

<https://nj.gov/dep/stormwater/training.htm>

Stormwater Management Rules Design & Performance

<https://nj.gov/dep/stormwater/training.htm>

Stormwater Management Rules Safety

<https://nj.gov/dep/stormwater/training.htm>

Stormwater Management Through General Permit for MS4s

<https://nj.gov/dep/stormwater/training.htm>

Training Records
Indicate the location of training records for the above required training.
Associated records are kept at the Borough of Fair Lawn's Engineering Department, Borough Manager's Office, and Public Works Office.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<p>Infrastructure Map: https://fair-lawn.maps.arcgis.com/apps/webappviewer/index.html?id=a4e8f7826f3947379ceaf2e458a442d3</p> <p>Outfall Map: https://fair-lawn.maps.arcgis.com/apps/webappviewer/index.html?id=f2a5759c1e8d48de85bbb04293b45db1</p>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	73
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	0
c. MS4 interconnections	0
d. MS4 storm drain inlets	987
e. MS4 manholes	588
f. Length of conveyance (channels, pipes, ditches, etc.)	52.6 miles
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	0
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.).	
<p>The SPC receives plans and details for new stormwater projects within the Borough and they are forwarded to our GIS Consultant for addition to our GIS mapping or done by the SPC himself.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>The Borough provided paper maps of the stormwater drainage system to our GIS consultant to recreate as a GIS map. Aerial photography has been used to accurately update the placement of visible infrastructure. As-built plans are being reviewed and site inspections performed to locate and map the remaining facilities.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
The Borough of Fair Lawn is gathering data to meet the requirements for the phase 1, Watershed Inventory Report, which is due and will be posted on our stormwater webpage by 01/01/2026. The Borough seeks to restore greenways within the Borough's Right(s)-of-Way and incorporate street tree trenches, curb bump-out(s) and green infrastructure where suitable site conditions exist. Additionally, the Borough, along with the Shade Tree (STAC) and Green Team (FLGT) Advisory Committees, is currently working to identify and review neighborhoods with low percentages of tree canopy and increase the Borough's tree canopy through the planting of street trees and trees in parks. The Borough, Borough Arborist, STAC and FLGT, hosted a neighborhood Social in August 2024 to discuss the importance of trees and obtain feedback from residents. Lastly, the Borough has retained the services of consulting engineers to recommend improvements to reduce flooding at Arcadia Avenue (Piazza Engineering), Berdan Avenue (CME) and Second Street (Neglia). The Borough will develop a Watershed Improvement Plan to focus on improvements to improve water quality and reduce flooding.
2. Describe any regional projects or collaboration efforts with other municipalities.
None
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
To be determined