

Stormwater Pollution Prevention Plan

Name: Monroe Township

County: Middlesex County

NJPDES #: NJG0148318

Annual Review Date: May 1, 2026

Stormwater Program Coordinator: Gregory Slavicek, CPWM

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Gregory Slavicek, Director of Public Works	
Phone	732-656-4575	Email	gslavicek@monroetwp.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Mark Rasimowicz, Township Engineer	
Phone	732-605-9440	Email	mrasimowicz@centerstateengineering.com
Name and Title		Danny DiGiovanni, Township Engineer	
Phone	732-605-9440	Email	ddigiovanni@centerstateengineering.com
Other Municipal Stormwater Team Members			
Name and Title		Carolyn Barna, Recycling Coordinator	
Phone	732-656-4575	Email	cbarna@monroetwp.com
Name and Title			
Phone		Email	
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
N/A			

Form 2 – Review and Revision History

Revision Date	Form # Changed	Reason for Review or Revision (Updates to staff, policy, webpage, etc.)
04/05/2019		Update to new Stormwater Pollution Prevention Plan format
04/30/2020	14	Update to TMDL information
04/26/2021	1, 3, 4, 6, 9, 10, 11	Update to forms
04/19/2022	3, 4, 5	Update to forms
01/22/2024		Update to new Stormwater Pollution Prevention Plan format, New Stormwater Coordinator, Web Page updates
04/01/2025		Update to new Stormwater Pollution Prevention Plan format
03/17/2026		Update to new Stormwater Pollution Prevention Plan format

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.monroetwp.com/index.php/departments/stormwater-management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Stacey Kennedy, Public Relations Coordinator
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.
Public Education and outreach events are advertised in the Municipal Newspaper "The Monroe News", on the Townships official Facebook page, and advertised on the Township website (https://www.monroetwp.com). Additional Stormwater resources are available under our Stormwater page, https://www.monroetwp.com/index.php/departments/stormwater-management
4. Describe the educational activities you conducted last year to earn the required 12 points and provide the dates for those activities.
Website and Social Media – 1 Point Newspaper Ad – 1 Point Promotional Item – 2 Points – National night out, 8/5/25 Mailing or e-mailing campaign – 3 points Ordinance education – 3 points School presentations – 2 points – 4/1, 4/2, 4/3, 4/22, 4/30 Water education workshops – 2 points – 6/14, 12/13, 2/8 Clean-up – 3 points Regional stormwater collaboration – 3 points – First Wednesday of every month. Green infrastructure workshop – 3 points – 4/26, 6/14, 12/13 Community activity – 3 points – 3/29, 4/26, 4/12, 5/10, 6/21 Rain barrel workshop – 3 points Rain garden workshop – 3 points

5. Indicate the location of records associated with public education and outreach activities.

Monroe Township Public Works Facility
76 Gravel Hill-Spotswood Road
Monroe Township, New Jersey, 08831

Township Clerk's Office
1 Municipal Plaza,
Monroe Township, New Jersey, 08831

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.
"Development" means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or structure, any mining excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission is required under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq.
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.
Monroe Township's Stormwater Control Ordinance (SCO) is the same as NJDEP's model.
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
<p>All new residential development and redevelopment projects within Monroe Township are designed in compliance with Residential Site Improvement Standards for stormwater management, including the NJDEP Stormwater Management rules referenced therein. Both our Planning and Zoning Boards ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. When future municipally owned construction projects take place, we ensure compliance with our municipal stormwater control ordinance and the adequate long-term operation and maintenance of BMP's for that project by requiring a project maintenance plan and providing funding for the implementation of that plan.</p> <p>Any future storm drain inlets that the municipality installs will comply with design standards in Attachment C of our permit.</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.
No.

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

Monroe Townships Stormwater ordinance was repealed and replaced in its entirety on March 1st, 2021. A revision occurred on June 2nd, 2021, July 2024 and August 2024.

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

Monroe Townships Stormwater Management plan was initially adopted on November 8th, 2006 and had revisions on, May 7th, 2007, March 1st, 2021, June 2nd, 2021, July 2024 and August 2024.

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	05/02/05	Yes	Animal control, Public Health	\$100-1,000
2. Wildlife Feeding	05/02/05	Yes	M.T.P.D, Animal control	\$500
3. Litter Control	03/05/73	Yes	M.T.P.D, Zoning	\$500
4. Improper Disposal of Waste	05/02/05	Yes	Recycling coordinator	\$50-500
5. Yard Waste	05/02/05	Yes	Recycling coordinator	\$50-500
6. Private Storm Drain Inlet Retrofitting	05/02/05	Yes	Township Engineer	\$500
7. Illicit Connections	05/02/05	Yes	Township Engineer	\$500
8. Privately-Owned Salt Storage	06/05/24	Yes	M.T.P.D. Code enforcement	Subject to Township Code
9. Tree Removal- Replacement	06/27/01	Yes	Conservation officer	\$250-2,000
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.				
N/A				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Clerk's Office 1 Municipal Plaza Monroe Township, New Jersey, 08831				

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.

- All Municipal roadways in Monroe Township are swept three times per year.

- Industrial roadways in Monroe Township are swept once a month.

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

Sweeping work is not outsourced.

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. An annual inspection of Municipal inlets is conducted to ensure proper labels are attached. Missing or damaged labels are replaced based off inspections.
- B. Storm drain inlets owned by private entities submit notification reports based off private inspections.
- C. Newly installed storm drain inlets are inspected thoroughly to ensure catch basins and BMPs are in place.
- D. Inspections are conducted annually and inspection reports are filed. Cleaning of storm drain inlets is based off received inspection reports and addressed accordingly.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

- A. Catch basins are evaluated on a regular basis for conditions that require cleaning and/or repair.
- B. These inspections are performed continually and are reported and/or evaluated by the Department of Public Works, Township Engineering staff and Engineering Inspectors, Basins are cleaned as required.

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.

Visual inspections occur on a regular basis all throughout the year. Cleaning and repair operations are conducted based off submitted inspection reports. Additional inspections are conducted before and after major storm events.

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.

Visual inspections occur on a regular basis all throughout the year. Additional inspections occur before and after major storm events. Each outfall pipe is thoroughly inspected at least once every five years by engineers, and any repairs needed are to be completed by the Department of Public Works or as a part of the annual municipal capital improvement program.

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.

Inspections are conducted to identify outfall pipes within the municipality. Additional physical inspections of our outfall pipes occur during our mapping process. We will use the DEP illicit connection inspection report form and the guidance manual to conduct these inspections, each of these forms will be kept with our SPPP records. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked again to locate the illicit connection. If we are able to locate the illicit connection and the connection is within Monroe Township 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, we are 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, Monroe Township will report the illicit connection to the department of environmental protection.

Calls concerning illegal dumping of spills are routed first through the Monroe Township Police Department and following an investigation are referred to the zoning official or the Department of Public Works. Any calls reporting illicit connections will be handled in the same manner.

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.

Monroe Township sends out an annual letter and inspection log to privately owned Stormwater program coordinators. This inspection log is required to be filled out by program coordinators and requests information such as Maintenance records, Inspection logs, Facility location information, insuring storm drain inlets are labeled, Illicit connection inspections, Monthly amount of material collected, and total number of storm drains retrofitted.

8. Infrastructure Records

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

Monroe Township Public Works Facility
76 Gravel Hill-Spotswood Road,
Monroe Township, NJ 08831

Form 8 – Community-wide Measures

Part IV.F.2.

<p>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.</p>
<p>Monroe Township shall not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders.</p> <p>Monroe Township shall only apply herbicides within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.</p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>Department of Public works will be responsible for cleaning salt spills within 72 hours of reporting notice. Salt will be cleaned by machine or by hand.</p>
<p>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.).</p>
<p>Monroe Township has implemented a yard waste collection and disposal program in addition to the ordinance prohibition on placing non-containerized yard waste in the street. Monroe Township has adopted and will be enforcing a yard waste ordinance that will prohibit all yard waste from being placed at the curb or along the street unless they are bagged in brown biodegradable bags.</p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p>Regular visual inspections occur and repairs are completed as necessary.</p>

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	
Public works facility 76 Gravel hill - Spotswood Road Monroe Township, New Jersey, 08831	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
<p>Monroe Township Department of Public Works conducts a monthly site inspection that includes inspection of the,</p> <ul style="list-style-type: none"> - Recycling Center - Exterior grounds and walkways - Parking lot areas - Fuel dispensing stations - Above ground storage tanks - Emergency shut-off switches - Fire safety and pumps and hoses <p>Each category listed is then broken down further to ensure that total site inspection occurs and complies with all Stormwater regulations. Any issues that are noted are addressed within 24 hours. These site inspection logs can be found within the Department of Public works building.</p>	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Stone	Trucks
Soils	Heavy Equipment
Treated Salt	
Waste Oil	
Waste Antifreeze	
Gasoline	
Diesel	
Oil	

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A</p>
<p>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.</p>
<p>Yes, fueling occurs on site. Areas are inspected for total standard operation procedure compliance monthly. We perform visual inspections of the three fueling centers multiple times daily.</p>
<p>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.</p>
<p>Yes, vehicles and equipment are maintained on site. When possible, vehicles and equipment are maintained indoors. Garage areas are inspected daily and if a spill is to occur it is cleaned and recorded as needed.</p>
<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>No. The Municipality does not wash vehicles on site.</p> <p>Township Vehicles are washed at the MUA facility or at All-American Car Wash.</p> <p>17 Lincoln Ave, Jamesburg, New Jersey</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.

Yes. Monroe Township currently stores its de-icing salt on an impermeable surface in a permanent closed structure. Any sand that is stored on-site is stored at the Department of Public Works yard, which has acceptable setbacks from storm sewers, waterbodies, etc. At the completion of each delivery and or loading and unloading activity the area is inspected for spilled sand or salt and cleaned if necessary.

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.

Aggregates are stored in concrete bins and strategically located on site away from storm drain inlets and systems.

No wood chips are stored on site.

No leaf compost stored on site.

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.

Yes, in the winter seasons, cold patch asphalt is stored on site on a impervious surface away from storm drain inlets.

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.

Yes. Road cleanup materials that are placed into storage must be at a minimum:

A - Stored on an impervious surface that is contained (e.g. concrete bin) to control leachate and litter.

B - Removed for disposal within six (6) 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.

Wood waste and yard trimmings are stored in concrete bins strategically located on site away from all storm drain inlets and systems.

13. Scrap Tires

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

Scrap tires are not accepted at the Department of Public Works.

Scrap tires from vehicle maintenance are stored inside the building and recycled on a regular basis.

14. Inoperable Vehicles and Equipment

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

No, inoperable vehicles and equipment are not stored on site. Should a vehicle or piece of equipment be down for maintenance purposes, it will be parked away from all storm inlets or systems.

15. Outdoor Refuse and Dumpsters

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

The dumpsters and refuse containers at the Department of Public Works lot are all positioned away from any storm drain inlets and are all self-contained and not discharging pollutants. The Department of Public Works is also looking into additional coverings for waste containers on site to ensure total compliance.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
Virtual group training sessions, Training Videos, In person training.

Topic	Municipal Employees Examples: in-person or virtual group sessions, e-Learning, field training, and videos
Describe the training provided for municipal staff.	
SPPP	Virtual training sessions and in-person training.
Construction Site Stormwater Runoff	Virtual training sessions, Training videos, in-person training.
Post-Construction Stormwater Management in New and Redevelopment	In-person training and field training.
Ordinances	Community wide outreach to include website information, Township newspaper, and social media information.
Community-wide Measures	Community wide outreach to include website information, Township newspaper, and social media information.
Stormwater Facilities Maintenance	In-field training, and video training.

Municipal Maintenance Yards and Other Ancillary Operations	In-field training.
MS4 Mapping	Virtual sessions and video training.
Outfall Stream Scouring	In-person training.
Illicit Discharge Detection and Elimination	In-person training.
Watershed Improvement Plan	In-person training.

Stormwater Management Design Reviewers
1. Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<p>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 course conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm.</p>

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. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.

Training Records

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

Clerk's office,
1 Municipal Plaza
Monroe Township, NJ 08831

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
MS4 outfall / infrastructure mapping is currently in progress, and a link will be provided upon completion.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	
c. MS4 interconnections	
d. MS4 storm drain inlets	
e. MS4 manholes	
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	
h. MS4 stormwater facilities (any that are not listed above)	
i. Maintenance yard(s) and other ancillary operations	
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.).	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
Monroe Township currently has programs in place to work with neighboring communities.
2. Describe any regional projects or collaboration efforts with other municipalities.
Stream De-snagging and clearing blockages with neighboring communities. (Some of which include Helmetta, Spotswood, and Jamesburg).
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
Information related to Monroe Townships Watershed improvement plan can be found in chapter 8 of the township’s environmental resource inventory. This can be found at, https://www.monroetwp.com/index.php/boards-commissions/planning-board