

Stormwater Pollution Prevention Plan

Permittee Name: State House

Facility Address: 125-165 W State St

Permit Number: NJG #0152021

Annual Review Date: 07/01/2024

Stormwater Program Coordinator: Georgette Bunch

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Georgette Bunch, Chief H&S Officer	
Phone	609-633-2127	Email	Georgette.bunch@treas.nj.gov
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Rosemary Lafferty, Environmental Scientist	
Phone	609-633-0832	Email	Rosemary.lafferty@treas.nj.gov
Name and Title			
		Email	
Other Stormwater Team Members			
Name and Title		Ross David Jeneske	
Phone	609-984-2562	Email	Ross.Jeneske@treas.nj.gov
Name and Title		Roseann Schomberg & Mike Ward (Building Managers)	
Phone		Email	Roseann.Schomberg@treas.nj.gov
Name and Title			
Phone		Email	Michael.Ward@treas.state.nj.us
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
APEX, Clarke Moynihan,	Contractors under the respective service	Renewed Annually	
Central Jersey, and Republic	Contractors named under the respective service	Renewed according to terms of contract	

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

1. Provide the link to the dedicated stormwater webpage for your Public Complex.
http://www.nj.gov/treasury/dpmc/public-complexes/
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Georgette Bunch, Chief Health & Safety Officer
3. Only for colleges, universities, and military bases with dependents living on base: List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
NA

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

Part IV.E.

<p>1. How does the permittee define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p>
<p>The Permittee's definition is consistent with NJAC 7:8 and all State projects apply this language into the Terms and Conditions of the project.</p>
<p>2. Describe the process for reviewing and approving major development project applications for compliance with the Stormwater Management Rules at N.J.A.C. 7:8.</p>
<p>For all projects defined as a major development, Treasury DPMC hires a professional engineering firm (A/E) with knowledge of all state and local environmental regulations. The A/E reviews the plans to ensure they are in compliance with the Stormwater Control Ordinance, Residential Site Improvement Standards and the City’s Stormwater Requirements. Treasury ensures all contractor(s) are current with their Stormwater training/certifications.</p>
<p>3. Did the permittee request a variance from the design and performance standards for the stormwater measures? Describe the process of developing a mitigation plan.</p>
<p>No variances have been requested.</p>
<p>4. Indicate the physical location of approved applications for major development projects and Major Development Summary Sheets.</p>
<p>Each Building Manager/Assistant Building Manager oversees daily operations and development projects at their facility. They participate in all redevelopment activities and communicate this information to the Stormwater Program Coordinator. All documentation pertaining to major development projects is stored at the facility in question and with the office of DPMC Building Code & Construction.</p>

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

Regulatory Mechanism	Date Adopted	Was the DEP model adopted without change? If not, explain how the Public Complex's Regulatory Mechanism is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste Control	3/5/2005	Yes, Treasury has SOPs in place	Building Mgr, Security & HR	\$ ___
2. Wildlife Feeding Control	3/5/2005	Yes, Treasury has SOPs in place	Building Mgr, Security & HR	\$ ___
3. Litter Control	3/5/2005	Treasury hires outside vendor	Building Mgr, Security & HR	\$ ___
4. Improper Disposal of Waste	3/5/2005	Yes, Treasury has SOPs in place	Building Mgr, Security & HR	\$ ___
5. Yard Waste	NA		NA	\$ ___

List any additional stormwater-related regulations the permittee has adopted that address issues beyond the scope of the MS4 permit, if applicable. Include adoption date, entity responsible for enforcement, and related fees and fines.

NA

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

Respective Building Mgr. maintains records of any violation(s), disciplinary action(s) and/or notices. HR would become involved if employee engages in repeated violations of these SOPs.

Form 6 – Monthly Street Sweeping

Part IV.F.2.c.

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

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

Although the drain inlets in this Public Complex do not directly discharge to a surface water body, DPMC contracts with outside vendors for street sweeping activities (APEX Environmental Solutions) to reduce the amount of debris available for deposition into storm drain inlets. Parking areas, garages, courtyards and plazas are swept to maintain compliance with this stormwater permit. The outsourced vendor completes a log every time they sweep. The amount of debris recovered is reported annually to NJDEP as part of the MSRP Annual Report.

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

Yes, please see above. This contract is bid out annually and documentation is submitted quarterly from the vendor accounting for the volume of debris, reported in cubic yards, collected from each of our Public Complexes. This information is reported annually in the MSRP Annual Report for each complex.

Form 7 – MS4 Infrastructure
Part IV.F.2.d-f. and Part IV.F.3.

1. Storm Drain Inlets

- a. Describe how inlets owned or operated by the permittee that do not have a permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that Public Complex owned storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

Storm Drain Inlets Inspect ALL within the complex annually.

- Building Managers are responsible for securing the appropriate stormwater medallions/buttons on all inlets that are not retrofitted with permanent wording cast into their design.
- When upgrades take place within a complex (e.g., paving, patio replacement, etc.) the Stormwater Public Complex Coordinator/Team are to verify that any new storm drain inlets are designed consistent with retrofitting requirements outlined in the stormwater regulations (e.g., NJDOT "Bicycle Safe" grate)
- Storm drain inlets are to be inspected annually to determine if cleaning is needed and/or the medallions remain fastened. After visual inspection (completed by driving or walking by an inlet and ensuring there are no solids or floatables clogging the drain) to confirm if cleaning is warranted, DPMC would hire contracted outside vendors to physically remove all debris possible to ensure proper maintenance conditions and functioning of the inlet. If debris is found to be clogging the inlet grate, the contractor would shovel or sweep the debris and dispose of it properly.

2. Catch Basins

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

At this time there were no catch basins identified in this particular complex to maintain. It should be noted that one time, plans had been designed to construct a park known as Trenton Urban Park - Phase 1A project that proposed inclusion of infiltration and detection basins on the property but this project never made it beyond the design phase.

3. Conveyance System

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

Stormwater discharges for this complex are directly into another entity's MS4 at an interconnection (City of Trenton). Trenton Water Works has completed the city's MS4 infrastructure mapping in an electronic GIS format. At this time, inspecting and cleaning all MS4 conveyance systems is conducted by the City of Trenton Water Works in response to drainage problems developing within these conveyances. Details regarding inspection/cleaning process implemented by the City can be found on their Stormwater webpage at www.trentonnj.org/788/Stormwater

4. Outfall Inspections

- a. Structural Integrity – Describe the program in place to check the overall condition of stormwater outfalls. Include a description of the equipment and techniques used.
- b. Stream Scouring – Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.
- c. Illicit Discharge Detection and Elimination – Describe the program in place for conducting visual dry weather inspections of Public Complex owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form from the Department’s main stormwater webpage.

There are no known direct outfall lines leading from this complex to a surface water body. Stormwater discharges from this complex are directly into another entity's MS4 at an interconnection (City of Trenton). This complex has no stormwater outfalls, therefore, there is no scouring or illicit discharges to report.

5. Other Infrastructure

List the types of MS4 infrastructure on the Public Complex property that requires inspection but are not noted above in items 1-4. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

On top of the parking garage, adjacent to and supporting the "Cultural Complex" - (the State Museum, Planetarium, State Library and State Auditorium) there exists a BMP known as a green roof in place which consists of vegetation planted in a growing media on top of a drainage layer that intercepts stormwater runoff and reduces the total volume of runoff through evapotranspiration. A filter fabric is installed directly beneath the planting media to prevent the migration of fine particles. The design of this green roof meets the minimum design and performance standards for groundwater recharge, stormwater runoff quality and stormwater quantity as referenced in N.J.A.C.7:8- 5.4, 5.5 and 5.6. The Building Managers and their staff are responsible for periodically inspecting this area to ensure the integrity of the green roof is maintained as well as the entire plaza to ensure it remains free of debris.

6. Infrastructure Records

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

All supporting documentation is compiled and stored by the respective Building Managers whose building resides within this Public Complex. Two different Building Managers are responsible for buildings within this complex.

Form 8 – Good Housekeeping

Part IV.F.2.g-l.

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.
Herbicides are not applied within this complex. Removal of weeds and unwanted vegetation is frequently performed by a professional landscaping vendor (Clarke Moynihan Landscaping & Construction, LLC.) to ensure the need for applying chemicals is unnecessary. If application were required, all chemicals (SDS) & procedures used would be reviewed by the Treasury H&S and measures would be taken to ensure it does not runoff into the waters of the State.
2. Excess De-icing Material Management Describe your program for ensuring that excess piles of salt and de-icing/anti-icing materials are removed in a timely manner after storm events.
NA there is no storage of salt and de-icing materials within the Complex. If needed, an outside vendor would bring this material to and from the location.
3. Vegetative Waste Management Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated at the Public Complex, such as trimming trees, mowing, etc.
This Public Complex does not consists of homes where residents maintain yards.
4. Tree Replacement Management Describe your program for ensuring the proper removal and replacement of trees at your Public Complex.
Treasury has a contract with a vendor for landscaping in the event that shrubbery or foliage needs to be removed/replaced. Following removal, any shrubs or vegetation would be taken off the premises by the contracted vendor - Clarke Moynihan Landscaping & Construction, LLC

5. Roadside Erosion Control

Describe your program to detect and repair erosion along Public Complex owned driveways, streets, and parking areas.

The condition of the parking garage, sidewalks and surrounding plaza areas are inspected and maintained by Treasury OBMO and their contractor APEX Environmental. The streets adjacent to this complex are owned and maintained by the City of Trenton. Any incidents of erosion identified within this Complex would be repaired by either an outside contractor or the City of Trenton depending on its location.

6. Outdoor Refuse Containers and Dumpsters

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

In general, refuse containers servicing the buildings within this complex are only present within the cultural complex for the public to use while visiting the museum, library, planetarium and auditorium. These containers are covered at all times. They are emptied to prevent build-up of refuse on a regular basis by a contracted vendor: State House - Central Jersey Waste and the Cultural Complex - Republic Services.

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

Part IV.F.4.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the Public Complex owns or operates: 0

1. Site Name and Address	
NA	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
NA	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment

4. Discharge of Stormwater from Secondary Containment

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

NA - there are no secondary containment areas or structures stored outside of any of the buildings within this complex.

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.

NA - There is no fueling or re-fueling taking place at any of the buildings within this complex.

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.

NA - There is no vehicle/equipment maintenance or repairs taking place at any of the buildings within this complex.

<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>NA - There is no washing of vehicles taking place at any of the buildings within this complex. State-owned vehicles are washed off site at a commercial car washing establishment permitted for such activities.</p>
<p>8. Salt and Other Granular De-icing/Anti-icing Materials Do you store salt and other granular de-icing/anti-icing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>NA - there is no storage of any granular de-icing or anti-icing materials in any of the buildings within this complex. If needed, these materials would be brought to/removed from the site by an outside vendor.</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>NA - there is no storage of any of these materials in any of the buildings within this complex. If needed, these materials would be brought to/removed from the site by an outside vendor.</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>NA - storage of cold patching materials does not take place in any of the buildings within this complex. If needed, these materials would be brought to/removed from the site by an outside contracted vendor.</p>

11. Street Sweepings and Storm Sewer Clean-out Materials

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

Street sweeping takes place on a quarterly basis by a contracted outside vendor (APEX Environmental Solutions) who removes all debris collected from the location(s) listed within this complex (patios, parking lots, courtyards, etc.) and removes any debris collected for off-site disposal - no materials are stored on 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.

NA - there are no private residences within this complex with yards that would generate yard trimmings. Contracted vendors that Treasury would hire to for any construction or demolish projects would remove all such debris from the location. There are no storage areas for these materials within this complex.

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.

NA - no these materials are not stored on-site at any time. All State-owned vehicles are serviced by their assigned motor pool center.

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.

NA - no these items are not stored on-site at any time. All State-owned vehicles are serviced by their assigned motor pool location.

Form 10 – Training
Part IV.F.5-8.

Stormwater Program Coordinators
Describe the training provided for the Stormwater Program Coordinator.
The Stormwater Program Coordinator is required to attend DEP's NJPDES MS4 General Permit Stormwater Program Coordinator Training and is obligated to remain current on any changes to the regulations as well as attend those DEP training sessions addresses such changes.

Topic	Public Complex Employees Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for staff.	
SPPP	A copy of the SPPP for each Public Complex is kept on file with the Building Manager and can be accessed by employees at any time. This information would be discussed during Hazard Communications training provided to all employees.
Construction Site Stormwater Runoff	The scope of work for any construction project within any our complexes requires the contractor to submit a stormwater runoff management plan and all permits. Treasury employees are made aware of the importance of ensuring the management plan is followed.
Post-Construction Stormwater Management in New and Redevelopment	Any permanent post construction stormwater management structures would be provided in a plan/map included with the SPPP and maintained by the Building Manager.
Regulatory Mechanisms	All employees are made aware of Treasury's SOPs regarding the regulatory mechanisms that are in place during their onboarding session as a new employee and during annual/biennial HazCom training.
Good Housekeeping	Good housekeeping practices are discussed and examples are provided during training. Employees are trained on topics as they relate to their jobs and safe stormwater management practices.
Stormwater Facilities Maintenance	During on-line or in-person training, all employees would be made aware of the proper strategies employed for safe stormwater management practices at all facilities. Focus is on prevention and limiting impacts to any on-site stormwater features.
Maintenance Yards and Other Ancillary Operations	NA - Treasury does not have maintenance yards or ancillary operations.

MS4 Mapping	As of 5/25/2023, all storm drain inlets/storm water features within this complex were mapped out using a hand-held GPS unit. This task was accomplished with the assistance of the DEP Stormwater Case Manager, Louisa Lubiak using the DEP mapping tool. All info was uploaded to the DEP ArcGIS @ https://experience.arcgis.com/experience/f40f65d807bb4372bd92b48bb98f1972
Outfall Stream Scouring	NA - there are no outfalls in this complex.
Illicit Discharge Detection and Elimination	Employees are trained as to what constitutes an illicit discharge, who to report a suspected illicit discharge to and why they are a violation of the stormwater regulations: N.J.A.C. 7:8.

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs and any amendments to N.J.A.C. 7:8 if applicable.
The scope of work for any construction project within any our complexes would require the contractor to submit a stormwater runoff management plan and obtain all necessary permits. All vendors awarded these projects would be required to provide proof that they have attended the DEP's Stormwater Management Design Review Course.

Training Records
Indicate the location of training records for the above required training.
Training records (attendance) associated with the above topics are kept with DPMC Health & Safety and copies are forwarded to Building Managers. As noted, this training is provided to all DPMC OBMO employees during our HazCom Training sessions. Attendance is taken during each training session; on-line and in-person.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<p>Facility Complex maps were submitted to the DEP Case Manager in PDF format in April 2022. As of 5/25/2023, all storm drain inlets and storm water features within this complex were mapped out using a hand-held GPS unit. In addition, this task was accomplished with the assistance of the DEP Stormwater Case Manager, Louisa Lubiak, for this complex using the DEP mapping tool. All information collected was automatically uploaded to the DEP ArcGIS on line database. At the present time, a link to access this mapping has not been provided/obtained from DEP.</p>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	0
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	1 green roof
c. MS4 interconnections	to Trenton Water Works
d. MS4 storm drain inlets	approx. 115 inlets
e. MS4 manholes	approx. 6
f. Length of conveyance (channels, pipes, ditches, etc.)	0
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	Contech SW device
i. Maintenance yard(s) and other ancillary operations	0
3. Describe how the Public Complex’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<p>Any new construction projects or upgrades such as paving within this complex would require a review and update to the SPPP. The Building Manager and OBMO staff would notify the Stormwater Coordinator of the pending project. Between the State House and the State Annex building, a project referred to as the Screening Building/Secure Courtyard was recently completed; adding 6 new storm drains to this area. Per the State's Project Manger, Anthony Faraca, these drains have been retrofitted and are in compliance with the stormwater regulations (emblem, bike safe grates, etc) and are fully connected to the city of Trenton's underground storm water system.</p>	
4. Describe how the Public Complex will create and update its MS4 Infrastructure Map.	
<p>When mapping took place in 5/2023, this location above was under construction. When the project is completed and access is permitted these additional storm drains will be added to this complex's MS4 Infrastructure map. All data points were uploaded into this system and can be viewed on NJ-WETat:</p> <p>https://experience.arcgis.com/experience/f40f65d807bb4372bd92b48bb98f1972</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your Public Complex is developing or helping to develop a Watershed Improvement Plan.
Treasury has initiated Phase 1 of the Watershed Inventory Report by completing the MS4 Infrastructure map. An inventory of all stormwater facilities and other relevant information was completed in May 2023. This complex does not have any outfalls. All information regarding interconnections can be found on the City of Trenton's Stormwater Public Complex website managed by the municipality which would result in a combined WIP for the State House Public Complex www.trentonnj.org/788/Stormwater
2. Describe any regional projects or collaboration efforts with municipalities.
Treasury will review and evaluate the information presented in the City of Trenton's WIP, which currently is not available on their website. Accurate information regarding these interconnections/discharge points must come from this source prior to finalizing the WIP Report (Phase 3) for this complex as we all share the same watershed within the City of Trenton. The City's Stormwater Management Plan is posted on their website, with info. on Groundwater Recharge Areas in the Borough, Hydrologic Features (HUC14s) Within the Borough, Mitigation Projects, Land Use, and Well Head Protection Overall in the Borough, etc. all applicable to this complex.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
The Stormwater Program Coordinator would retain any records related to public information sessions on the WIP. Employees receive this information during HazCom Training. For the public sector, site specific information for this complex is available on DEP's NJ-WET website and at http://www.nj.gov/treasury/dpmc/public-complexes/ .