

Public Complex Stormwater General Permit

# Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by: Paul J. Leso

Title: Supervising Engineer

Date: April 1, 2005 Rev 2019.08.30

Public Complex: COUNTY OF UNION

NJPDES#: NJG 0154199

PIID#: 223577

Stormwater Program Coordinator: Paul J. Leso

Title: Watershed Management Coordinator

Office Phone #: 908-789-9075

Emergency Phone #: \_\_\_\_\_

Public Notice Coordinator: Sebastion D'Elia

Title: Communication Director

Office Phone #: 908-527-4419

Emergency Phone #: \_\_\_\_\_

Post-Construction Stormwater Management Coordinator: Thomas O. Mineo

Title: County Engineer

Office Phone #: 908-789-3675

Emergency Phone #: \_\_\_\_\_

Local Public Education Coordinator: Paul J. Leso

Title: Watershed Management Coordinator

Office Phone #: 908-789-3673

Emergency Phone #: \_\_\_\_\_

Regulatory Mechanism Coordinator: Robert E. Barry

Title: County Counsel

Office Phone #: 908-527-4250

Emergency Phone #: \_\_\_\_\_

Physical Plant Manager: Charles Chirafesi

Title: Director, Division of Building Services

Office Phone #: 908-527-4218

Emergency Phone #: \_\_\_\_\_

Employee Training Coordinator: Charles Lombardo

Title: Employee Training Coordinator

Office Phone #: 908-527-4030

Emergency Phone #: \_\_\_\_\_

Other: \_\_\_\_\_

Title: \_\_\_\_\_

Office Phone #: \_\_\_\_\_

Emergency Phone #: \_\_\_\_\_

Other: \_\_\_\_\_

Title: \_\_\_\_\_

Office Phone #: \_\_\_\_\_

Emergency Phone #: \_\_\_\_\_

## SPPP Form 2 - Public Notice

Public Complex  
Information

Public Complex: Union County Courthouse Complex  
NJPDES#: NJG 0154199 PIID #: 223577  
Team Member / Title: Sebastian D'Elia/Communication Director  
Effective Date of Permit Authorization: April 1, 2004  
Date of completion: April 1, 2005 Date of most recent update: \_\_\_\_\_

Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.

*For any meetings where public notice is required under the OpenPublic Meetings Act ("Sunshine Law", N.J.S.A. 10:4-6 et seq.), the COUNTY OF UNION provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the county budget, the COUNTY OF UNION provides public notice in a manner that complies with the requirements of the Local Budget Law, N.J.S.A. 40A:4-1 et seq. For resolutions of the COUNTY OF UNION's Board of Chosen Freeholders that provide a penalty for violation thereof, the COUNTY OF UNION provides public notice that complies with the requirements of N.J.S.A. 40:24-3.*

## SPPP Form 3 – New Development and Redevelopment Program

Public Complex  
Information

**Public Agency Name:** County of Union Courthouse Complex

**NJPDES # :** NJG0154199 **PI ID #:** 223577

**Team Member/Title:** Paul J. Leso, Supervising Engineer

**Effective Date of Permit Authorization (EDPA):** April 1, 2004

**Date of Completion:** 4/1/2005 **Date of most recent update:** May 1, 2009

**Describe in general terms your post-construction stormwater management in the new development and redevelopment program (post-construction program), and how it complies with the Public Complex Permit minimum standard. This description must address how adequate long term operation and maintenance of BMPs will be ensured; compliance with the standard in Attachment C of the permit (new storm drain inlet design standard); adoption and implementation of applicable design and performance standards established under N.J.A.C. 7:8 for major development; and use of the Post-Construction DDesign Checklist for Individual Projects. Attach additional as necessary.**

*The COUNTY OF UNION's Division of Engineering will design and maintain all projects which are "new development and redevelopment projects" described in the Public Complex Permit in accordance with the permit requirements for such projects. The County's Annual Reports will list these projects. On **June 23, 2005** the COUNTY OF UNION's Board of Chosen Freeholders passed Resolution No. n/a which :*

*(1) Adopts (and incorporates by reference) for such projects the applicable design and performance standards (including maintenance requirements) established under N.J.A.C. 7:8 for major development and the storm drain inlet design standard in attachment C;*

*(2) Requires that all such projects be designed to comply with these design and performance standards and the storm drain inlet design standard; and*

*(3) Requires that the Public Complex Permit's Post-Construction Program Design Checklist for Individual Projects be completed before each project's construction is approved.*

*The Division of Engineering intends to consider the applicable design and performance standards as early as possible in the project planning and design process.*

*The COUNTY OF UNION expects that for most projects, that it will comply with the storm drain inlet design standards in Attachment C by installing NJDOT bicycle safe grates and curb pieces with openings with a clear space no larger than two inches across the smallest dimension. The storm drain inlets will also be engineered to ensure adequate hydraulic performance. Existing storm drain inlets will be retrofitted as per Form 11*

*Since the EDPA, the COUNTY OF UNION has not constructed any projects regulated by the Public Complex Permit as new development or redevelopment projects. When the County constructs such a project, the County will ensure adequate long-term operation and maintenance of BMPs for that project by preparing, through the Division of Engineering, a project maintenance plan in accordance with N.J.A.C. 7:8-5.8 where applicable and by requiring and funding the Division of Engineering's implementation of that plan. For BMPs at stormwater facilities, maintenance of these BMPs will also be an integral part of the stormwater facility maintenance program that is being developed to ensure proper function and operation of all County stormwater facilities regulated by the Public Complex Permit.*

# SPPP Form 4 - Local Public Education Program

(Colleges, Universities, and Military Bases only)

Public Complex  
Information

Public Complex: Union County Courthouse Complex  
NJPDES#: NJG 0154199 PIID #: 223577  
Team Member / Title: James Lynch/Watershed Management Coordinator  
Effective Date of Permit Authorization (EDPA): April 1, 2004  
Date of completion: 4/1/2005 Date of most recent update: \_\_\_\_\_

### Local Public Education Program

Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event (colleges and universities only). Attach additional pages with the date(s) of your annual mailing and the date and location of your annual event. (NOTE: This requirement is fulfilled in the employee training program for all other public complexes.)

*This requirement is not applicable.*

# SPPP Form 5 – Storm Drain Inlet Labeling

Public Complex  
Information

Public Complex: Union County Courthouse Complex  
NJPDES#: NJG 0154199 PIID #: 223577  
Team Member / Title: Joseph Policay, Bureau of Roads & Bridges  
Effective Date of Permit Authorization (EDPA): April 1, 2004  
Date of completion: 4/1/2005 Date of most recent update: \_\_\_\_\_

## Storm Drain Inlet Labeling

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

*The COUNTY OF UNION does not intend on utilizing volunteers to label its storm drain inlets. The County will complete the requirements associated with storm drain inlet labeling.*

*All storm drain inlets within the Union County Courthouse Complex will be labeled.*

*The County's Bureau of Roads & Bridges will stencil and paint: "Do Not Dump...Drains to Waterway".*

*As storm drain inlets are replaced, the new inlets will have a stamped message incorporated on the curb pieces.*

*All storm drain inlet drains will be inspected periodically and maintained by the Bureau of Roads & Bridges.*

# SPPP Form 6 – MS4 Outfall Pipe Mapping

Public Complex  
Information

Public Complex: Union County Courthouse Complex

NJPDES # : NJG 0154199 PI ID #: 223577

Team Member/Title: Paul J. Leso, Supervising Engineer

Effective Date of Permit Authorization (EDPA): April 1, 2004

Date of completion: April 1, 2005 Date of most recent update: \_\_\_\_\_

Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map (e.g., Public Complex employees, a consultant, etc.)?

*The County of Union's Division of Engineering will map, on tax maps, the location of the end of all the County's outfall pipes, incorporating an alpha-numeric identifier for the outfall and the name and location of the surface water bodies receiving a discharge from each. In accordance with the Highway Agency Permit, the County will map the end of the outfall pipes by dividing the County into two (2) sectors. The first sector, which is north of the Raritan Valley - NJ Transit Railroad, shall be mapped by April 2007. The second sector, which is south of the Railroad and includes the Union County Courthouse Complex, shall be mapped by April 2009.*

*GPS will be used to locate the end of outfall pipes to provide a separate list of outfall identifier numbers and GPS coordinates. During outfall pipe mapping, Division of Engineering personnel will also inspect outfall pipes for illicit connections and outfall pipe stream scouring.*

# SPPP Form 7 – Illicit Connection Elimination Program

Public Complex  
Information

Public Complex: Union County Courthouse Complex

NJPDES # : NJG 0154199 PI ID #: 223577

Team Member/Title: Paul J. Leso, Supervising Engineer

Effective Date of Permit Authorization (EDPA): April 1, 2004

Date of completion: April 1, 2005 Date of most recent update: \_\_\_\_\_

Describe your Illicit Connection Elimination Program, and explain how you plan on responding to complaints and/or reports of illicit connections (e.g., hotlines, etc.). Attach additional pages as necessary.

*The County of Union's Bureau of Engineering will conduct an initial inspection of all County outfall pipes during the mapping process. Illicit Connection Report forms provided by the NJDEP will be utilized to record the collected information. Outfall pipes found to have dry weather flow or intermittent non-stormwater flow will be rechecked to locate the illicit connection. If the illicit connection is located and found to be from the County's own activities, it will be eliminated within six (6) months. If after the appropriate amount of inspection the illicit connection cannot be located, it will be noted on the Closeout Investigation Form. For illicit connections from a public source (e.g., a neighboring municipality), notification will be provided to the source and a written explanation will be sent to the NJDEP detailing the results of the investigation. The County will only alert the NJDEP of illicit connections found to be from a private entity. If the illicit connection poses an immediate threat, the Bureau of Engineering will call the NJDEP hotline. Separate written notification of such action will also be sent to the NJDEP.*



# SPPP Form 8 – Illicit Connection Records

<b>Public Complex Information</b>	Public Complex: <u>Union County Courthouse Complex</u> NJPDES # : NJG <u>0154199</u> PI ID #: <u>223577</u> Team Member/Title: <u>Paul J. Leso, Supervising Engineer</u> Effective Date of Permit Authorization (EDPA): <u>April 1, 2004</u> Date of completion: <u>April 1, 2005</u> Date of most recent update: _____
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Prior to July 1, 2006 <b>Note:</b> Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.
Total number of inspections performed this year? <u>0</u>
Number of outfalls found to have a dry weather flow? _____
Number of outfalls found to have an illicit connection? _____
How many of the Public Complex's own illicit connections were eliminated? _____
Of the Public Complex's own illicit connections found, how many remain? _____
How many illicit connections found to emanate from another entity were reported to NJDEP? _____

July 1, 2006 – June 30, 2007 <b>Note:</b> Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.
Total number of inspections performed this year? _____
Number of outfalls found to have a dry weather flow? _____
Number of outfalls found to have an illicit connection? _____
How many of the Public Complex's own illicit connections were eliminated? _____
Of the Public Complex's own illicit connections found, how many remain? _____
How many illicit connections found to emanate from another entity were reported to NJDEP? _____

July 1, 2007 – June 30, 2008 <b>Note:</b> Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.
Total number of inspections performed this year? _____
Number of outfalls found to have a dry weather flow? _____
Number of outfalls found to have an illicit connection? _____
How many of the Public Complex's own illicit connections were eliminated? _____
Of the Public Complex's own illicit connections found, how many remain? _____
How many illicit connections found to emanate from another entity were reported to NJDEP? _____

July 1, 2008 – June 30, 2009

**Note:** *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year? \_\_\_\_

Number of outfalls found to have a dry weather flow? \_\_\_\_

Number of outfalls found to have an illicit connection? \_\_\_\_

How many of the Public Complex's own illicit connections were eliminated? \_\_\_\_

Of the Public Complex's own illicit connections found, how many remain? \_\_\_\_

How many illicit connections found to emanate from another entity were reported to NJDEP? \_\_\_\_

# SPPP Form 9 – Vegetative Waste Collection and Disposal Program

Public Complex  
Information

Public Complex: Union County Courthouse Complex

NJPDES # : NJG 0154199 PI ID #: 223577

Team Member/Title: Niel Palmieri, Building Services

Effective Date of Permit Authorization (EDPA): April 1, 2004

Date of completion: April 1, 2005 Date of most recent update: \_\_\_\_\_

Please describe your vegetative waste collection and disposal program. If the Public Complex contains homes where residents maintain yards, be sure to include the collection schedule and how you will notify the residents of this schedule. Attach additional pages as necessary.

*The Courthouse Complex does not generate vegetative waste and therefore is exempted from these collections.*

# SPPP Form 10 – Regulatory Mechanisms

Public Complex  
Information

Public Complex: Union County Courthouse Complex  
NJPDES # : NJG 0154199 PI ID #: 223577  
Team Member/Title: Robert E. Barry, County Counsel  
Effective Date of Permit Authorization (EDPA): April 1, 2004  
Date of completion: April 1, 2005 Date of most recent update: \_\_\_\_\_

For each regulatory mechanism, give the date of adoption. If not yet adopted, explain the development status:

Pet Waste pre 4/1/05

Litter 3/10/05

Improper Waste Disposal May, 2005

Wildlife Feeding pre 4/1/05

Vegetative Waste n/a

(NOTE: If the Public Complex is not developing a vegetative waste regulatory mechanism because the Public Complex has no homes where residents maintain yards, provide that explanation above.)

Illicit Connections May, 2005

What is the nature of these regulatory mechanisms and how will they be enforced?

*The regulatory mechanisms for pet waste & wildlife feeding, which regulate the conduct of the general public on certain County properties consist of resolutions passed by the Union County Board of Chosen Freeholders that prescribe penalties and are enforceable under N.J.S.A. 40:24-2 et seq. These resolutions are enforceable by any local, County or State police officer. The regulatory mechanisms for Improper Waste Disposal & Illicit Connections which regulate the conduct of all persons will consist of "Prohibited Conduct" as detailed in Section 131-7 & Section 131-12 of the respective ordinances adopted by the Union County Board of Chosen Freeholders.*

*"Prohibited Conduct" shall be enforced as detailed in Section 131-9 & Section 131-14, entitled "Violations" of the respective Ordinances*

*The adopted versions of the Pet Waste & Wildlife Feeding ordinances were in effect prior to April 1, 2005.*

*The adopted versions of the Improper Waste Disposal & Illicit Connections ordinances were adopted May, 2005.*

If your position is that the Public Complex has no legal authority to adopt and/or enforce a mechanism to regulate pet possession or pet waste disposal, littering, improper waste disposal, or wildlife feeding by the general public on Public Complex property, attach a statement from your attorney supporting this position.

## SPPP Form 11 – Storm Drain Inlets (Retrofitting)

**Public Complex Information**

**Highway Agency Name:** Union County Courthouse Complex  
**NJPDES # :** NJG0154199 **PI ID #:** 223577  
**Team Member/Title:** Paul J. Leso Supervising Engineer  
**Effective Date of Permit Authorization (EDPA):** April 1, 2004  
**Date of Completion:** 4/1/2005 **Date of most recent update:**  
September 13, 2019

**What type of storm drain inlet design will generally be used for retrofitting?**

For most projects the COUNTY OF UNION will use the NJDOT bicycle safe grate style and if needed, a curb opening with a clear space no bigger than two (2) inches across the smallest dimension.

Repaving, repairing, reconstruction or alteration project name (attach additional pages as necessary)	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains with exemptions
2016 Resurfacing Project – Elizabethtown Plaza			2017	16	0

**Are you claiming any alternate device exemptions or historic place exemptions for any of the above projects? Please explain.**

## SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

**Public Complex Information**

**Highway Agency Name:** Union County Courthouse Complex  
**NJPDES # :** NJG0154199 **PI ID #:** 223577  
**Team Member/Title:** Joseph Policay, Bureau of Roads & Bridges  
**Effective Date of Permit Authorization (EDPA):** April 1, 2004  
**Date of Completion:** 4/1/2005 **Date of most recent update:** \_\_\_\_\_

### Street Sweeping

**Please describe the street sweeping schedule that you will maintain.**

**(NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.)**

n/a

### Road Erosion Control Maintenance

**Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) the County will be using for each site should be attached to this form.**

**(Note: Attach a road erosion control maintenance log containing the following information: location, repairs, date)**

n/a

## SPPP Form 13 – Stormwater Facility Maintenance

Public Complex Information

Highway Agency Name: Union County Courthouse Complex

NJPDES # :NJG0154199 PI ID #: 223577

Team Member/Title: Joseph Policay, Bureau of Roads and Bridges

Effective Date of Permit Authorization (EDPA): April 1, 2004

Date of Completion: 4/1/2005 Date of most recent update: \_\_\_\_\_

**Please describe your annual catch basin cleaning program and schedule. Attach additional pages as necessary.**

The COUNTY OF UNION will maintain its yearly catch basin cleaning schedule in compliance with the minimum standard set forth in the Public Complex Permit. If at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be clean the previous year. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair. The program has been ongoing.

Road clean up materials will remain staged at Houdaille Quarry for the appropriate staging time as per the standards set in guidance provided by the NJDEP Division of Solid And Hazardous Waste. Once a month waste will be hauled to a landfill for disposal. Permission has been granted by the Rahway Valley Sewerage Authority to discharge water from catch basin cleaning into the sanitary sewer system. Waste will be tested once a year for hazardous materials.

Litter will be sorted from clean up materials for recycling.

**Please describe your stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the Public Complex. Attach additional pages as necessary.**

**(Note: Attach a maintenance log containing information on any repairs/maintenance performed on stormwater facilities to ensure their proper function and operation.)**

The COUNTY OF UNION will develop and implement a stormwater facility maintenance program that ensures proper function and operation of the public complex facilities operated by the County. A number of stormwater facilities within the public complex have been identified, including catch basins and storm sewer pipes.

The identified stormwater facilities will be inspected on an annual basis and identified repairs will be made.

## SPPP Form 14 – Outfall Pipe Stream Scouring Remediation

**Public Complex  
Information**

**Highway Agency Name:** County of Union

**NJPDES # :**NJG0154199 **PI ID #:** 223577

**Team Member/Title:** Joseph Policay, Bureau of Roads & Bridges

**Effective Date of Permit Authorization (EDPA):** April 1, 2004

**Date of Completion:** April 1, 2005**Date of most recent update:**

\_\_\_\_\_

**Describe the County's stormwater outfall pipe scouring detection, remediation and maintenace program to detect and control active, localized stream and stream bank scouring. Attach additional pages as necessary.**

**(Note: Attach a prioritized list of sites observed to have scouring, date of anticipated repair, method of repair and date of completion.)**

The outfalls associated with the County's *Public Complex Permit* discharge to the concrete channel section of the Elizabeth River thereby eliminating the potential for scouring.



## SPPP Form 15 – De-icing Material Storage

Public Complex  
Information

Public ComplexName: Union County Courthouse Complex

NJPDES # :NJG0154199 PI ID #: 223577

Team Member/Title: Joseph Policay, Bureau of Roads & Bridges

Effective Date of Permit Authorization (EDPA): April 1, 2004

Date of Completion: April 1, 2005 Date of most recent update:  
\_\_\_\_\_

**Describe how the public complex's de-icing materials are stored and describe the inspection schedule. If the current storage practices do not meet the de-icing material storage SBR, describe the construction schedule and the seasonal tarping interim measures. If there is plan on sharing a storage structure, please include its location as well as a complete list of all concerned public entities. If the storage is outdoors, describe how it meets the minimum standard.**

*The COUNTY OF UNION currently stores its de-icing material in a permanent structure at the Scotch Plains Public Works Yard. As part of the County's highway permit, inspections for spilled salt will be completed after all loading and unloading activities.*

## SPPP Form 16 – Standard Operating Procedures

<b>Public Complex Information</b>	Public Complex Name: <u>County of Union</u>	
	NJPDES # : <u>NJG0154199</u> PI ID #: <u>223577</u>	
	Team Member/Title: <u>n/a</u>	
	Effective Date of Permit Authorization (EDPA): <u>April 1, 2004</u> Date of Completion: <u>4/1/2005</u> Date of most recent update:	
<b>BMP</b>	<b>Date SOP went into effect</b>	<b>Describe your inspection schedule</b>
Fueling Operations	n/a	n/a
Vehicle Maintenance	n/a	n/a
Good Housekeeping Practices	n/a	n/a

# SPPP Form 17 – Employee Training

Public Complex Information

Public Complex: Union County Courthouse Complex  
NJPDES#: NJG 0154199 PIID #: 223577  
Team Member / Title: Charles Lombardo/Employee Training Coordinator  
Effective Date of Permit Authorization: 4/1/2005  
Date of completion: 4/1/2005 Date of most recent update: \_\_\_\_\_

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

*The County's training program will group the following required topics together based upon similarities in context and responsibilities. All questions shall be directed to the Employee Training Coordinator, Charles Lombardo. All training will occur either in a seminar type fashion or when practical, through computer:*

- 1) Waste Disposal Education, which is comprised of Pet Waste Control(n/a), Improper Waste Disposal Control, Wildlife Feeding Control(n/a) and Illicit Connection Prohibition will be conducted by James Lynch. Appropriate legal and enforcement personnel will be required to attend.*
- 2) Good Housekeeping Practices*