

Stormwater Pollution Prevention Plan

Ocean County College

1 College Drive

Toms River, NJ 08754

NJPDES #: NJG0151785

July 2022

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SPPP Form 1 – SPPP Team Members

Stormwater Program Coordinator (SPC)	
Print Name and Title	Jon Ross / Director of Custodial and Landscape Services
Office Phone # and e-Mail	732-255-0400 Ext. 2124 Jon_Ross@ocean.edu
Signature/Date	<i>Jon Ross / 7/19/2022</i>
<p>Individual(s) Responsible for Major Development Project Stormwater Management Review</p> <p>Please see training requirements for stormwater management reviewers on Form 9.</p>	
Print Name/ Title/Affiliation	Design Engineers as they are hired for new construction, this training will be required as part of their award to design new buildings
Print Name/ Title/Affiliation	Ryan Ward / Director of Capital Projects / Ocean County College
Print Name/ Title/Affiliation	
Print Name/ Title/Affiliation	
Other SPPP Team Members	
Print Name/ Title/Affiliation	Jan Kirsten / Public Information Officer / Executive Director of College Relations @ Ocean County College
Print Name/ Title/Affiliation	Karen Walzer / Local Public Education Coordinator / Barnegat Bay Partnership
Print Name/ Title/Affiliation	

SPPP Form 2 – Revision History

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	May 2015	PT	Various	Update and Amend for Permit Compliance
2.	August 2021	JR	All	Update and Amend for Permit Compliance
3.	July 2022	JR	Form 1, 11	1. Title Updates 2. Addition of image and website
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online: www.Ocean.edu

2. Physical location and/or website URL where records of public notices, meeting dates, minutes, etc. are kept: Facilities Management Building

3. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of its MS4 stormwater program:

For any meetings where public notice is required under the Open Public Meetings Act (the "Sunshine Law": NJSA 10:4-6 et seq.) Ocean County College provides public notices in a manner that complies with the requirements of that Act. When it developed its Stormwater Program, OCC also solicited input from the local municipality, interested students, employees and neighboring residents.

SPPP Form 4 – Public Education and Outreach

This is only required for colleges, universities, and military bases with dependents living on base.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

Ocean County College administers the Barnegat Bay National Estuary Program (BBNEP), which is funded by the U.S. Environmental Protection Agency (USEPA) pursuant to Section 320 of the Clean Water Act. The BBNEP developed a Comprehensive Conservation Management Plan (CCMP) together with its advisory/management partners, which include the USEPA, New Jersey Department of Environmental Protection, U.S. Fish and Wildlife Service, National Oceanic and Atmospheric Administration's National Marine Fisheries Service, Natural Resources Conservation Service, Ocean County Planning Department, Ocean County Soil Conservation Service, and other agencies and organizations. The BBNEP participates in many activities which are designed to educate the public about stormwater issues. First, the BBNEP disseminates several stormwater brochures developed by the NJDEP, BBNEP, or others through the college's electronic broadcast network. Second, an extensive array of technical publications and educational materials about stormwater and related environmental topics are available through the BBNEP website (www.bbnep.org). The BBNEP also sponsors or co-sponsors technical seminars, workshops, and other outreach programs on and off campus that address stormwater and related issues. Finally, the BBNEP organizes an annual Barnegat Bay Festival in part to educate the public about stormwater and related issues.

2. Indicate where public education and outreach records are maintained.

Facilities Management Building or with our partners at BBNEP

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

1. How does the permittee define ‘major development’?

OCC’s major development and in which stormwater runoff will be addressed is defined as:

- New development or redevelopment that is 1 acre or more AND is owned or operated by OCC
- All new development and redevelopment projects that are less than one acre that are part of a larger common plan of development that ultimately disturbs one acre or more.

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 et seq. Attach a flow chart if available. If applicable, provide the physical location of the mitigation plan required to grant a variance or exemption from the design and performance standards for stormwater management measures.

The Facilities Management & Construction Office requires that the Public Complex Permit’s Post-Construction Program Design Checklist for Individual Projects is completed before each project’s construction is approved.

Post construction forms will be stored with the Facilities Management & Construction Office and within the associated project files.

The Facilities Management & Construction Office will decide on enforcement of these requirements, as these are typically actions completed by engineers and contractors. Any documentation related to this enforcement will be stored with the Facilities Management & Construction Office.

3. Indicate the physical location of approved applications for major development projects and Major Development Summary Sheets (permit Attachment D)?

The Facilities Management & Construction Office completes Attachment D Major Development Stormwater Summary for Public Complexes through their engineer and/or contractor. Records will be stored with the Facilities Management & Construction Office. These forms are also submitted each year with the permit submission and are stored in the Facilities Management & Construction Office.

SPPP Form 6 – Regulatory Mechanisms

Regulatory Mechanism	Date of Adoption	Website URL	DEP model regulatory mechanism adopted w/o change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i.	8/28/2006	Ocean.edu	Yes	OCC Security
2. Wildlife Feeding permit cite IV.B.5.a.ii.	8/28/2006	Ocean.edu	Yes	OCC Security
3. Litter Control permit cite IV.B.5.a.iii.	8/28/2006	Ocean.edu	Yes	OCC Security
4. Improper Disposal of Waste permit cite IV.B.5.a.iv.	8/28/2006	Ocean.edu	Yes	OCC Security
5. Residential Yard Waste Collection <i>(for residences located within permittee property)</i> permit cite IV.B.5.a.v.	N/A	N/A	N/A	N/A
6. Illicit Connection Prohibition permit cite IV.B.5.a.vii.	8/28/2006	Ocean.edu	Yes	OCC Security

Indicate the location of records associated with the regulatory mechanisms above and related enforcement actions:

The location of the regulatory mechanisms is located in the Facilities Management Building.

SPPP Form 7 – Street Sweeping

1. Provide a map or describe the location of all streets and paved parking lots that are owned or operated by the permittee. Indicate which of these streets and parking lots have storm drain inlets that direct stormwater runoff into an MS4 or discharge directly to surface water.

Ocean County College will sweep all streets and paved parking lots that are owned or operated by Ocean County College. This includes all streets and lots that have storm drain inlets that direct stormwater runoff into an MS4 or discharge directly to surface water.

Ocean County College contracts the street sweeping to the Ocean County Road Department. All records are housed with the Ocean County Road Department.

2. Describe the sweeping schedule for all streets and paved parking lots that are owned or operated by the permittee.

Ocean County Road Department sweeps all streets and paved service at a minimum of once per month.

3. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of materials collected each month.

All records are located with the Ocean County Road Department who is contracted to maintain street sweeping and maintain compliance.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

<p>1. Describe the schedule for inspections, cleaning, and maintenance of catch basins and storm drain inlets that are owned or operated by the permittee.</p>	<p>Ocean County College has implemented a quarterly inspection program for all catch basins and storm drain inlets. OCC's grounds team performs these inspections. If any repairs are needed, this work will be given to an outside contractor if our internal team cannot perform proper repairs.</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc. For each, describe what measures are taken to address the problems and explain how such work is prioritized.</p>	<p>Ocean County College does not have any current issues. As issues are found, they are taken care of immediately through our internal grounds team or an outside contractor.</p>
<p>3. Describe the inspection and label maintenance plan on storm drain inlets that do not have permanent wording cast into the design.</p>	<p>When storm drain inlets are inspected quarterly, missing labels are replaced by OCC's grounds team as needed.</p>
<p>4. Indicate the location of records that include catch basin and storm drain inlet inspections, and the amount of materials collected during catch basin and storm drain inlet cleanings.</p>	<p>All records are stored in the Facilities Management Building.</p>
<p>5. Describe how the permittee ensures that storm drain inlets within the Public Complex are retrofitted.</p>	<p>Previous inspections have shown that all storm drain inlets have been retrofitted. When new construction happens, all inlets are designed and installed to be in compliance.</p>

SPPP Form 9 – Employee Training

A. Permittee Employee Training: Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard/Ancillary Operations	Every year	Stormwater Coordinator with assistance of NJDEP and other online training tools.
2. Stormwater Facility Maintenance	Every year	Stormwater Coordinator with assistance of NJDEP and other online training tools.
3. SPPP Training & Recordkeeping	Every year	Stormwater Coordinator with assistance of NJDEP and other online training tools.
<i>For Public Complexes with residents only</i> 4. Residential Yard Waste Collection	Every 2 years	N/A
5. Street Sweeping	Every 2 years	Stormwater Coordinator with assistance of NJDEP and other online training tools.
6. Illicit Connections & Outfall Mapping	Every 2 years	Stormwater Coordinator with assistance of NJDEP and other online training tools.
7. Outfall Stream Scouring	Every 2 years	Stormwater Coordinator with assistance of NJDEP and other online training tools.
8. Waste Disposal Education	Every 2 years	Stormwater Coordinator with assistance of NJDEP and other online training tools.
9. Regulatory Mechanisms	Every 2 years	Stormwater Coordinator with assistance of NJDEP and other online training tools.
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Director of Capital Projects

B. Stormwater Management Reviewer Training: All individuals who review the stormwater management design for development and redevelopment projects on behalf of the permittee must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm.

Indicate the location of the permittee's list of the names and dates of individuals that received the Department approved training: Facilities Management Building

SPPP Form 10 – Maintenance Yards and Other Ancillary Operations

Complete separate forms for each location.

1. Address of maintenance yard or ancillary operation (complete one form per location):
1 College Drive, Toms River, New Jersey 08754
2. List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutants in a stormwater discharge.
Raw materials – None
Intermediate products – None
Final products – None
Waste materials – None
By-products – None
Machinery – Backhoe and Grounds Equipment
Fuel – 1,000-gallon gasoline storage tank and 300-gallon diesel storage tank
Lubricants – None
Solvents – None
Detergents related to maintenance yard or ancillary operations – None
Other – None

3. Indicate the location of monthly inspection logs documenting inspections of this location:

Facilities Management Building

4. Describe the procedures for cleaning spills and disposing of clean-up waste. Indicate the location of materials used for cleaning, e.g., kitty litter, sawdust, etc.

Spill clean up kits and kitty litter are available in the workshop. If a spill happens, the clean-up waste is placed in the proper containers and disposed of through a contracted company for proper disposal.

5. List all containers stored at this location, including the content, and location. For containers that are stored outside, indicate if they are covered, what they are placed upon, and if the area is graded or contained by berms.

Gasoline and Diesel: Both tanks are double walled, on concrete with a concrete berm around the location.

Trash and recycling containers are also located in this area on concrete with lids.

6. For each category below, describe the best management practices in place to ensure compliance with all requirements in the permit. Indicate the location of inspection logs and tracking forms associated with this maintenance yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

a. Fueling Operations

All inspection logs and forms associated with fueling operations are available in the Facilities Management Building upon request. Documents are housed electronically on Ocean County College's CMMS program. Ocean County College's fueling area is inspected monthly to ensure there are no leaks, equipment is operational such as automatic shut-offs to prevent overfill, clean up / spill kits are available, signage is in good condition, and the containment valve is in the closed position except to allow for storm water to be removed from concrete pad. In the event that Ocean County College has a fuel or diesel spill that is excessive, there will be an emergency PO issued with a reputable contractor.

b. Discharge of Stormwater from Secondary Containment

Ocean County College's fueling site is located on a concrete pad with concrete berms around the pad. The low end of this pad allows stormwater to pass through when the secondary containment valve is in the open position. This valve is only to be open when storm water is present. An inspection of site should happen prior to opening this valve to confirm there is no diesel or fuel leaking from the tanks.

c. Vehicle Maintenance

Minor vehicle maintenance is performed at Ocean County College's Maintenance Building. All Chemicals and fluids are properly containerized and stored for pick up by a contracted vendor. All major repairs or maintenance that exceed Ocean County College's ability to do in house are

done by a private garage.
<p>d. On-Site Equipment and Vehicle Washing <i>See permit for certification and log forms for Underground Storage Tanks.</i></p>
<p>Ocean County College has an on-site equipment and vehicle washing pad on site. While this pad is no longer used, it is equipped to drain to sanitary sewer lines when in use and switch to storm drains when in use. Ocean County College currently has an account with a local car wash for all vehicle and equipment cleaning needs.</p>
(SPPP Form 10 continued)
<p>e. Salt and De-Icing Material Storage and Handling</p>
<p>OCC currently stores minimal amounts of bagged salt and de-icing material in a permanent structure in the maintenance yard. The structures floor is a concrete pad.</p>
<p>f. Aggregate Material and Construction Debris Storage</p>
N/A
<p>g. Street Sweepings, Catch Basin Clean Out and Other Material Storage</p>
<p>All street sweepings are handled by and disposed of by Ocean County Road Department. Catch Basin clean outs are handled and disposed of by a private contractor.</p>

h. Yard Trimmings and Wood Waste Management

Note that leaves, grass clippings, woodchips, and brush are considered yard trimmings and trees, stumps, and untreated lumber are considered wood waste.

Yard trimmings are left to mulch on the lawns. Vegetative waste and wood waste are handled by private contractors.

SPPP Form 11 – Mapping Outfall Pipes and Stormwater Facilities

Visit https://www.nj.gov/dep/dwq/msrp_map_aid.htm for the NJ DEP free mapping application.

- 1. Mapping Outfall Pipes:** Attach an image or provide a link to a map of the outfall pipes located on the Public Complex property, showing the location of the end of all MS4 outfall pipes (in tidal and non-tidal receiving waters) owned or operated by the Public Complex which discharge to a surface water body. Include the location and name of all surface water bodies receiving discharges from those outfall pipes.

Note that the permittee must submit the outfall pipe map to NJ DEP by January 1, 2020. Updates to the outfall pipe map shall be submitted annually to include new or newly identified outfall pipes. Outfall pipes may be included on the map of stormwater facilities and submitted with the Annual Report and Certification (see #2 below).

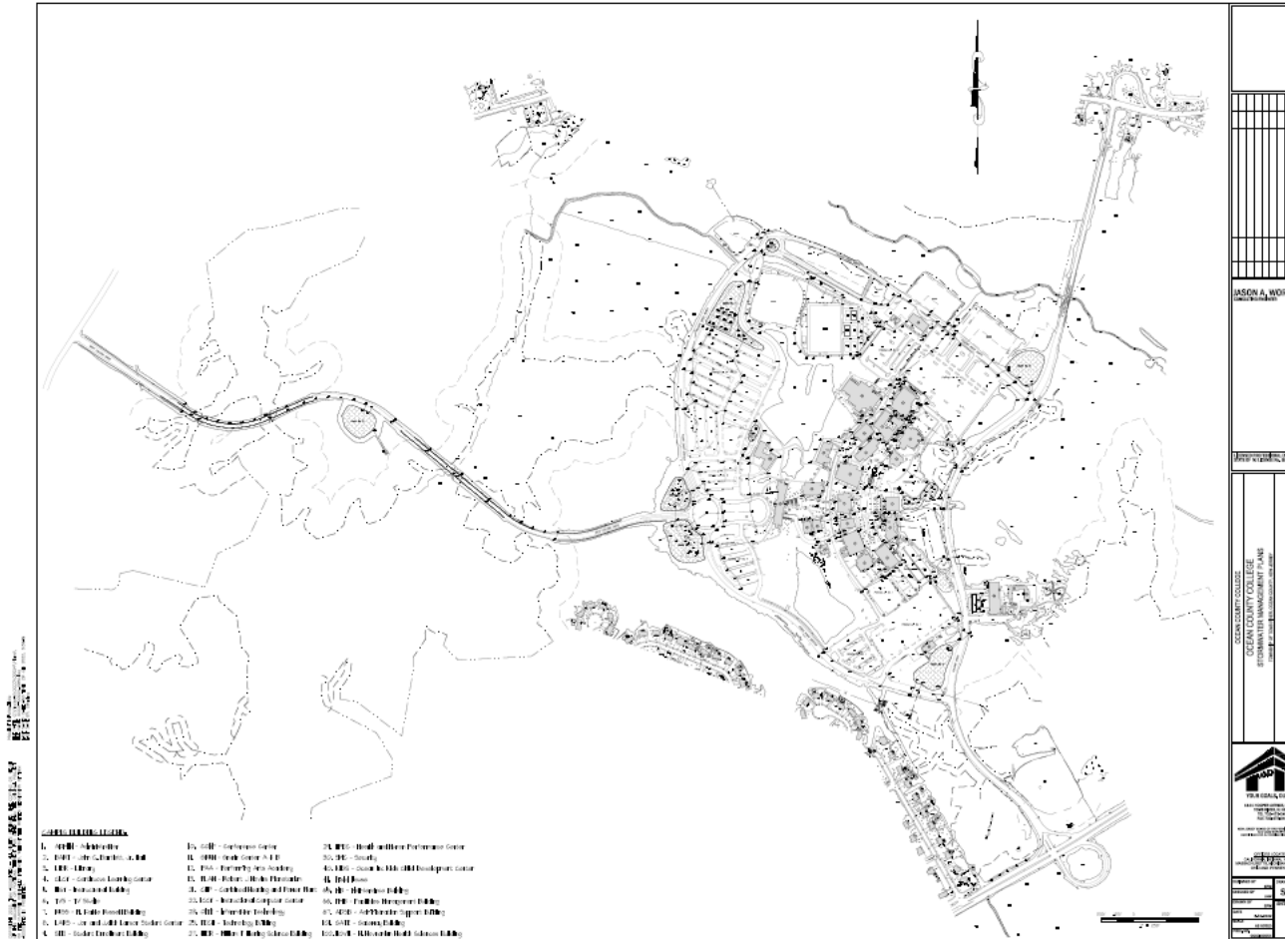
WWW.Ocean.edu



2. **Mapping Stormwater Facilities:** Attach an image or provide a link to a map of the stormwater facilities located on the Public Complex property. Include the property boundaries of the Public Complex, location of each stormwater facility, e.g., outfalls, inlets, basins, subsurface infiltration/detention systems, culverts, MTDs, green infrastructure, etc.

Note that the permittee must submit the stormwater facilities map to NJ DEP by January 1, 2020. Updates to the stormwater facilities map shall be submitted annually to include new or newly identified stormwater facilities as an attachment to the Annual Report and Certification.

WWW.Ocean.edu



SPPP Form 12 – Outfall Pipe Inspections

- 1. Inspections:** Describe the program in place to inspect the outfall pipes located on Public Complex property. Records must include the location, inspection date, inspector name, findings, preventative and corrective maintenance performed. Indicate the location of records.

Ocean County College currently has a quarterly inspection program in place to inspect all outfalls Located on the Public Complex. All records of inspections are kept in the Facilities Management Building. Inspections are completed by OCC’s ground team.

- 2. Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

Stream scouring inspections are included in our quarterly inspections of stormwater systems. All records of inspections are kept in the Facilities Management Building. Inspections are completed by OCC’s ground team.

- 3. Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of permittee-owned or operated outfall pipes. Record results of investigations and actions taken using NJDEP’s form at https://www.nj.gov/dep/dwq/public_complex/pdf/PC_Illicit%20Connection%20Inspection%20Report%20Formpdf.pdf.

Indicate the location of these forms and related illicit discharge records. Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to NJ DEP as an attachment to the Annual Report and Certification.

Illicit discharge inspections are included in our quarterly inspections of stormwater and outfall systems. All records of inspections are kept in the Facilities Management Building. Inspections are completed by OCC’s ground team.

SPPP Form 13 –Stormwater Facilities Inspection and Maintenance

- 1. Inspections: Describe the program in place to inspect, clean, and maintain the stormwater facilities located on Public Complex property. Records must include the type of stormwater facility, location, inspection date, inspector name, findings, preventative and corrective maintenance performed. Indicate the location of records.**

Ocean County College currently has a quarterly inspection program in place to inspect all storm water facilities located on the Public Complex property. All records of inspections are kept in the Facilities Management Building. Inspections are completed by OCC's ground team. Any corrective maintenance needed is taken care of as it is found.

- 2. Maintenance: Indicate the location of maintenance plans related to maintenance of stormwater facilities on Public Complex property.**

NJDEP provides materials to assist permittees with this requirement at https://www.nj.gov/dep/stormwater/maintenance_guidance.htm.

All Maintenance plans are located in the Facilities Management Building.

SPPP Form 14 – Total Maximum Daily Load Information

1. List the names of the adopted Total Maximum Daily Loads (TMDLs), parameters addressed, and the affected water bodies associated with any segment of surface water wholly or partially within or bordering the Public Complex.

Refer to the list of TMDL reports provided at <http://www.nj.gov/dep/wms/bears/tmdls.html>.

Utilize the TMDL look-up tool at <https://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm> to identify impaired water bodies bordering the Public Complex.

- Fourteen Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 13

Total coliform - 2006 : Barnegat Bay-F : [View the TMDL Document](#)

2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.

For guidance on TMDLs, visit <https://www.nj.gov/dep/dwq/pdf/10-21-16-tmdl-tool-box.pdf>.

At OCC we have certain strategies in place to address specific sources of storm water pollutants. They are as follows:

- Pets: Pets are not allowed on Campus. This is enforced by our Security team.
- Wildlife Feeding: OCC does not allow feeding of the wildlife and have signs posted stating so. This is enforced by our Security team.
- Dry weather inspections of outfalls that discharge into the bay are done quarterly by our grounds team as opposed to the annual requirement.

SPPP Form 15 – Additional Measures and Optional Measures

1. **Additional Measures:** Describe any Best Management Practice(s) and the related measurable goal or numeric effluent limitations that are expressly required by the Department to be included in the permittee's stormwater program by a TMDL.

N/A

2. **Optional Measures:** Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Public Complex MS4 NJPDES permit that prevents or reduces water pollution.

The Public Complex MS4 NJPDES permit requires inspections of outfalls for scouring and illicit discharge annually. OCC performs this quarterly.

SPPP Form 16 – Shared Services

1. List the permit conditions that are satisfied through a shared or contracted service where an entity other than the permittee is implementing BMP(s) or control measure(s) on the permittee’s behalf. Include the name of the entity responsible for satisfying each applicable permit condition.

Note that the permittee is responsible for ensuring that the BMP(s)/control measure(s) are at least as stringent or as frequent as the corresponding permit requirement. The permittee is responsible for compliance with the permit if the other entity fails to implement the measure(s) or component(s).

The permittee is responsible for maintaining the appropriate documentation related to permit conditions, including those satisfied through shared services, in the SPPP and on the Annual Report and Certification.

Street Sweeping: Ocean County Road Department is contracted to perform all street sweeping monthly at OCC.

2. For each permit condition that is satisfied through a shared or contracted service, describe the arrangements in place. Indicate the physical location of any written agreements and records.

While OCC has a software program in use where all information is stored electronically, our Purchasing Department will have the original written agreements and records