

Stormwater Pollution Prevention Plan

Borough of Lake Como

Monmouth County

NJPDES Permit# NJG0150088


04/29/2021

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Brendan Maas
Office Phone # and eMail	732-681-3232, ext 202 Lmekosh@boro.lake-como.nj.us
Signature/Date	 4-30-21
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Alan P. Hilla, Jr., PE, PP, CME, Planning/Zoning Engineer
Print/Type Name and Title	John Rowe, Construction Official
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Louise A.Mekosh, Borough Clerk/Administrator
Print/Type Name and Title	Robert Poff, Code Enforcement
Print/Type Name and Title	Tina Scott, Police Chief
Print/Type Name and Title	

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.				
2.				
3.				
4.				
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	http://lakecomonj.org/home/page/19
2. Date of most current SPPP:	Apr 29, 2021
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://lakecomonj.org/useruploads//ord21.956%20amended.pdf
4. Date of most current MSWMP:	Jul 3, 2007
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://lakecomonj.org/home/page/15
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	
<p>For public meetings, where public notice is required under the Open Public Meeting Act (Sunshine Law, NJSA 10:4-6 et seq.), the Borough of Lake Como provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the Borough of Lake Como provides public notice in a manner that complies with the requirements of NJSA 40:49-1 et seq. The Borough of Lake Como also complies with the public notice requirements of the Municipal Land Use Law (NJSA 40:55D-1 et seq.) with regard to municipal actions subject to that statute (e.e.g, adoption of the municipal stormwater plan).</p>	

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

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

Public education and outreach events are advertised on the borough website at www.lakecomonj.org and with flyers and public announcements at Council meetings. Additional information is provided to the public in the Municipal Building and at presentations made to local schools.

2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

Educational information is conveyed to businesses and the general public via the Borough website as well as flyers posted at Borough facilities. Announcements are also made at various committee and council meetings.

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

Public educational information and outreach records are maintained in the municipal building.

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

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?
As per the Lake Como Stormwater Control Ordinance "Major development " means any "development" that provides for ultimately disturbing one (1) or more acres of land Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetations since February 2, 2004. Major development includes all developments that are part of a common plan of development or sale {for example, phased residential development} that collectively or individually result in the disturbance of one or more acres of land or increasing or increasing impervious surface by one-quarter (1/4) acre or more since February 2, 2004. Projects undertaken by any government agency that otherwise meet the definition of " major development " but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered "major development. "
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
No, residential and non-residential projects are approached the same way.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
The Planning/Zoning Engineer evaluates all "major development" applications for compliance with the Stormwater Control Ordinance and makes a recommendation to the Planning Board. The Planning Board will grant an approval only if the application is found to be compliant with the Stormwater Control Ordinance.

4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.

All applications are first reviewed by the Zoning Officer. The application is then submitted to the Planning Board Engineer to review for compliance with the Stormwater Control Ordinance and the Residential Site Improvement Standards. Finally the Planning/Zoning board will not approve any applications unless they comply with both the Stormwater Control Ordinance and the Residential Site Improvement Standards.

5. Does the Municipal Stormwater Management Plan include a mitigation plan?

Yes

6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?

Lake Como Municipal Building
Planning Board Secretary office
1740 Main Street
Lake Como, NJ 07719

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	07/05/06	http://lakecomonj.org/useruploads/files/pet_waste.pdf	Yes	Police
2. Wildlife Feeding permit cite IV.B.5.a.ii	06/01/04	http://lakecomonj.org/useruploads/files/wildlife_feeding.pdf	Yes	Police
3. Litter Control permit cite IV.B.5.a.iii	07/05/06	http://lakecomonj.org/useruploads/files/litter_control.pdf	Yes	Police
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	07/05/06	http://lakecomonj.org/useruploads/files/improper_disposal_of_waste.pdf	Yes	Police
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	07/05/2006	http://lakecomonj.org/useruploads/files/containerized_yard_waste.pdf	Yes	Police
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	12/21/2010	http://lakecomonj.org/useruploads/files/private_storm_drain_inlet_retrofitting.pdf	Yes	Code Enforcement
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	02/16/2021	http://lakecomonj.org/useruploads/files/ord21.956%20amended.pdf	Yes	Code Enforcement/DP W
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	07/05/2006	http://lakecomonj.org/useruploads/files/illicit_connections.pdf	Yes	Public Works/Code Enforcement
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	12/21/2010	http://lakecomonj.org/useruploads/files/dumpsters_and_other_outdoor_refuse_containers_exposed_to_stormwater.pdf	Yes	Police
Indicate the location of records associated with ordinances and related enforcement actions:				
Municipal Ordinances are located on the borough website as listed above and on file in the Municipal Clerk's office. Violations and enforcement records are on file in the Police Department and/or Code Enforcement office.				

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

All the streets in the borough are swept every other Wednesday, weather permitting. Lake Como has a shared service agreement with Monmouth County to sweep all of our streets.

2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

N/A because all streets are swept each time.

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

No

4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.

Sweeping log is kept in Lake Como Public Works Department office and the invoices for sweeping and tonnage for sweep dirt is on file in the Lake Como Finance office.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
The catch basin and storm drain inlets are inspected once per year, in addition to prior to any major storm event.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
N/A
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
The public works department notes it on the inspection sheet and schedules the work immediately.
4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
The inlet labels are inspected annually. When a label is noted as missing, the DPW marks it on the inspection log and schedules the labelling immediately.
5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
Records of inspections and wet tons of materials are maintained in Borough Hall.

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
The procedure for ensuring municipally owned storm drain inlets are retrofitted falls within the responsibility of the Borough Engineer. When such inlets are in direct contact with repaving, repairing, reconstruction or alterations of facilities owned or operated by the borough, the retrofitting is part of the improvement plan. The only exception to this is repair of individual potholes.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
The Borough Engineer specifies the type of storm drain inlet to the contractor and inspects the storm drain inlets once complete for compliance.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
The borough requires storm drain inlets on private property to be retrofitted or replaced to meet the design standards specified in the ordinance when the roadway is repaved, repaired, resurfaced, reconstructed or altered. For new applications, the Planning Board engineer makes this requirement a part of the overall approval process and the applicant will not achieve compliance and a release until all facilities are constructed and inspected for plan compliance.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
The Borough Engineer is called by the building department or the developer for periodic inspection of improvements, and for final inspection of the entire project. It is through these inspections that compliance is enforced.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:
720 Seventeenth Avenue
Lake Como, NJ 07719

List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:

Raw materials – None

Intermediate products – None

Final products – None

Waste materials – Dumpsters for recycling with tarps

By-products – None

Machinery – DPW vehicles, backhoe and employee vehicles

Fuel – None

Lubricants – None

Solvents – None

Detergents related to municipal maintenance yard or ancillary operations –
None

Other – None

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

1. Fueling Operations

There are no fueling operations in the borough of Lake Como. We purchase fuel at the Belmar Marina fueling facility.

2. Vehicle Maintenance

Maintenance is done at off site vendors or Monmouth County, no maintenance is done in the municipal DPW yard.

3. On-Site Equipment and Vehicle Washing

See permit attachment E for certification and log forms for Underground Storage Tanks.

The borough does not wash vehicles in the borough.

4. Discharge of Stormwater from Secondary Containment

No applicable.

5. Salt and De-Icing Material Storage and Handling
The Borough of Lake Como does not store salt and de-icing material. We have an interlocal with the Borough of Belmar and purchase all salt from the Borough of Belmar and load our trucks at the Belmar Public Works yard.
6. Aggregate Material and Construction Debris Storage
No aggregate materials or construction debris are stored at the municipal yard.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
Street sweeping and catch basin clean out material are collected and disposed of at the Monmouth County reclamation center.
8. Yard Trimmings and Wood Waste Management Sites
Yard trimmings and wood waste are collected and immediately transported to the Borough of Spring Lake disposal site and/or Mazza Recycling in Tinton Falls.
9. Roadside Vegetation Management
Not applicable, the borough does not spray along roadsides for weed control.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

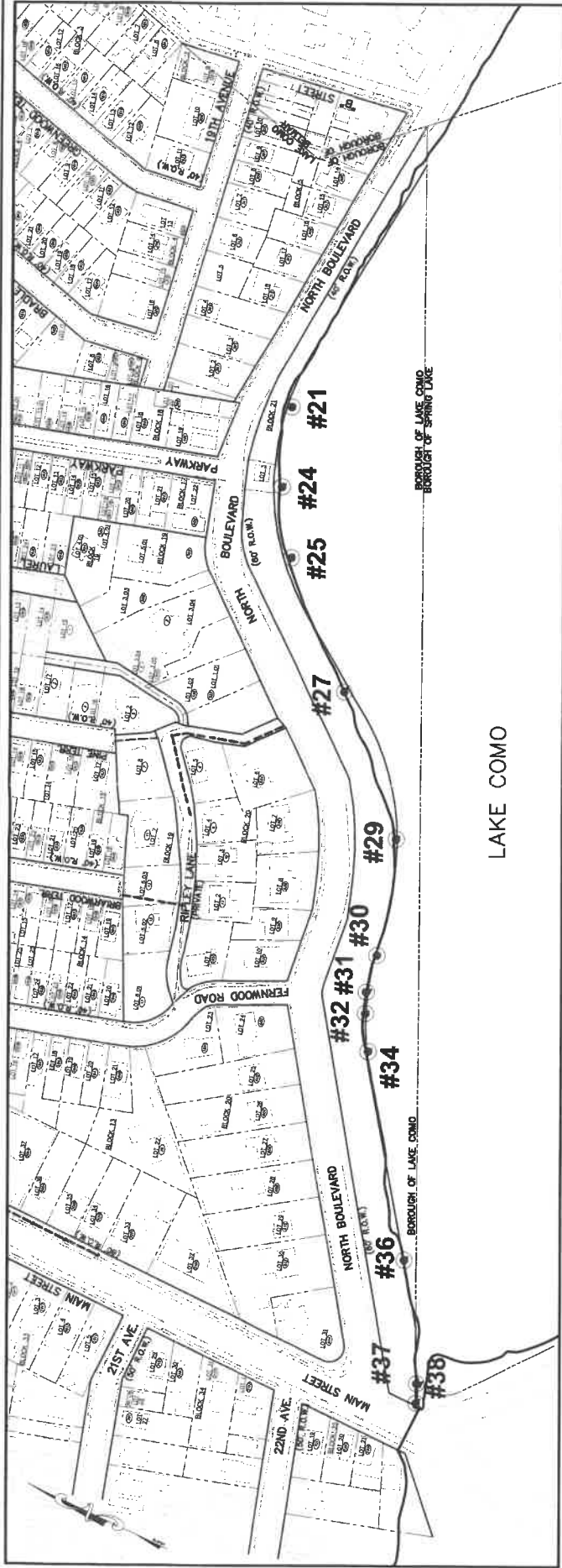
- A. Municipal Employee Training:** Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated 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 Operations (including Ancillary Operations)	Every year	Public Works Dept
2. Stormwater Facility Maintenance	Every year	Public Works Dept
3. SPPP Training & Recordkeeping	Every year	Public Works Dept
4. Yard Waste Collection Program	Every 2 years	Public Works Dept
5. Street Sweeping	Every 2 years	N/A
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Public Works Dept
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Public Works Dept
8. Waste Disposal Education	Every 2 years	Public Works Dept
9. Municipal Ordinances	Every 2 years	Municipal Clerk's office
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Planning Board Engineer

- B. Municipal Board and Governing Body Members Training:** 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.

- C. Stormwater Management Design Reviewer Training:** 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 conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.



LAKE COMO



KEY MAP
1" = 400'

Outfall No.	Location	Easting	Northing
21	393 N. BOULEVARD	625608.5471	486899.2607
24	PARKWAY & N. BOULEVARD	625482.3407	486856.6742
25	506 N. BOULEVARD	625382.0835	486793.4456
27	RIPLY & N. BOULEVARD	625223.3189	486617.6615
29	526 N. BOULEVARD	625032.7803	486433.2781
30	530 N. BOULEVARD	624843.1905	486379.4604
31	MEMORIAL FLAG	624781.6882	486366.2071
32	600 N. BOULEVARD	624747.3437	486354.3339
34	602 N. BOULEVARD	624692.4030	486323.4231
36	612 N. BOULEVARD	624403.9531	486121.1244
37	WELCOME SIGN	624226.9427	486009.7840
38	MAIN STREET & LAKE	624198.4944	486001.7341

BOROUGH OF LAKE COMO Monmouth County, New Jersey

DRAINAGE SYSTEM OUTFALL LOCATION MAP

APRIL 2019

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

Outfall pipes are inspected annual. The location of records including dates, locations and findings are filed in the Municipal Clerk's office.

3. **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 records are on file with the outfall inspection checklist and are on file in the Municipal Clerk's office.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and 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 DEP with the annual report.

During inspections, the Borough uses the NJDEP Illicit connection inspection form. Any outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow would be rechecked again to locate the illicit connection. If unable to locate the illicit connection, the Borough Code officer will cite the responsible party for being in violation of our illicit connection ordinance and will insure the connection eliminated immediately. If after the appropriate amount of investigation, the Borough is unable to locate the source of illicit connection, the borough will submit the closeout investigation form with our annual inspection and recertification. If an illicit connection is found to originate from another public entity, we would report it to the other entity and to the NJDEP.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

The Borough of Lake Como does not own or operate any storm water facilities other than catch basins and outfall pipes. An annual catch basin cleaning program and outfall pipe inspection is done to maintain function and efficiency. All catch basins are inspected annually. If, at the time of the 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, no matter what the condition was during the prior inspection. 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 outfall pipes are also cleaned yearly.

2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.

The Borough of Lake Como does not have stormwater facilities other than catch basins and outfall pipes. The maintenance program for these operations are listed above.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

Logs are kept on file in the Municipal Clerk's office.

Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).

Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see <https://hydro.rutgers.edu>. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

Municipality and County
Lake Como Borough
Monmouth County

Total Maximum Daily Load(TMDL) Information for Selected Municipality:

Applicable Stream TMDL(s)

Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide

Mercury - 2010 : Wreck Pond Brook (below Rt 35) : View the TMDL Document

Applicable Lake TMDL(s)

None

Applicable Shellfish TMDL(s)

Five Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 12

Total coliform - 2006 : Shark River-A : 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.

N/A

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.
None
2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?
Yes