Stormwater Pollution Prevention Plan

Rutgers, The State University of New Jersey
Busch/Livingston Campus NJG0153974
Clinical Academic Building NJG0170526
College Avenue Campus NJG0154032
Cook/Douglass Campus NJG0154024
Annual Review Date: *5/31/24* Stormwater Program Coordinator: James Simoni

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
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Individual(s) Responsible for Major Development Project Stormwater Management Review			
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Name and Title			
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Other Stormwater Team Members			
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Name and Title	James Simoni, Health Safety Specialist		
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Name and Title	Gregory Tharney, Utilities Superintendent		
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Shared/Contracted Service Providers		
Provider Name	Service Provided	Term of Service
Not Applicable	Not Applicable	Not Applicable

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
5/31/24	All	Complete new SPPP template

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your Public Complex.
https://ipo.rutgers.edu/rehs/storm-water-management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
James Simoni, Health Safety Specialist
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
https://ipo.rutgers.edu/rehs/storm-water-management https://newbrunswick.rutgers.edu/rutgers-day https://dailytargum.com/ Campus wide emails are sent to all Rutgers faculty, staff and students.

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

Part IV.E.

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.
New development and redevelopment projects that disturb one acre or more and are owned or operated by the permittee at the Public Complex; and 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.
See flow chart in Attachment A.
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.
Rutgers has not requested a variance for any design or performance standards for the storm water measrues
4. Indicate the physical location of approved applications for major development projects and Major Development Summary Sheets.
Records are kept by the Institutional Planning and Operations department at 33 Knightsbridge Road, Piscataway, NJ.

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	3/21/05	Rutgers police enforce New Brunswick and Piscataway ordinances.	*Rutgers Police*	--
2. Wildlife Feeding Control	3/21/05	Rutgers police enforce New Brunswick and Piscataway ordinances.	*Rutgers Police*	--
3. Litter Control	3/21/05	Rutgers Police enforce the state litter control statute.	*Rutgers Police*	--
4. Improper Disposal of Waste	3/21/05	Rutgers Police enforce state illegal dumping statute.	*Rutgers Police* *Rutgers EHS*	--
5. Yard Waste	N/A	No residential yard waste is generated on Rutgers property.	*Not Applicable*	--___

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.

Not Applicable

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

Records of enforcement actions are located at the Rutgers University Police Department, 55 Paul Robeson Blvd, New Brunswick, NJ 08901.

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 <u>not</u> need to be swept.*
Street and parking lot sweeping is performed by Rutgers Grounds staff on a monthly basis. See Appendix B for the list of streets and parking lots swept.
2. Indicate if sweeping work is outsourced and if so, describe the arrangement.
Street and parking lot sweeping is performed by Rutgers University Grounds staff.

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.

a. Metal "Drains to Stream" emblems are attached to storm inlets that do not have permanent castings.
b. Storm drain inlets installed as part of new development/redevelopment, in direct contact with any repaving, repairing, or resurfacing; or in direct contact with any reconstruction or alteration of stormwater facilities; and grates in pavement shall meet the following: Chapter 2.4 of the NJDEP Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines and N.J.A.C. 5:21. Inlets that require retrofit are identified and incorporated into the project in the Design Development Phase. See Attachment A flow chart.
c. Using the NJDEP Appendix for storm drain inlets, Rutgers ensures the drain inlets or other BMP adheres to the NJDEP standards. Once the inlet/BMP is installed an inspection is made to ensure that installed drain inlet or BMP matches the inlet or BMP on the plans.
d. Preventive maintenance work orders for each structure are generated at the beginning of the calendar year. Inspections are conducted against a checklist which looks at debris/sediment accumulation, integrity of structural components, structure functionality, etc.

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.

a. Rutgers Utilities conducts annual visual inspections of catch basins/inlets. If the catch basin is found to contain debris and/or require structural repairs, a work order will be prepared, and cleaning/repairs completed.
b. When debris and sediments are found accumulated in the catch basin during annual inspection, an additional work order for debris removal is created. Debris is cleaned from catch basin with a vacuum jetter and/or hand shovels.

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.

a. During annual inspection of stormwater structures (inlets, outfalls, culverts, etc.) and/or during field observations after weather events, if blockages/excessive debris is observed, or decreased functionality of stomwater conveyance system is suspected, an additional work order is created to inspect the conveyance system.
b. Sewer/inspection cameras are utilized to inspect the conveyance system. If debris/sediment is found, a vacuum jetter is used for cleaning.

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.

a. Visual inspections are performed annually to evaluate the overall condition of outfalls. The following items will be noted during the inspection: Dry weather flow, cleaning/structural repairs required, stream scouring present. Deficiencies must be corrected within 30 days of discovery.
b. Rutgers conducts an investigation every calendar year on the streams located with in the boundaries of Rutgers University. In the event, there is stream scouring, that area is mapped, a management strategy is undertaken and a corrective action plan is developed. In the event it's from a known issue, the corrective action could include using gabion baskets or other means. If it's an unknown reason, that area is studied to determine what if any corrective action could be undertaken to control or minimize the scouring.
c. Rutgers maintains a map of all inlet and outfall locations that are within the University. Inlets and outlets are inspected annually. If illicit connections are found, the source will be investigated within 30 days of identification. A NJDEP Illicit Connection Inspection Report form will be completed when an illicit discharge is identified. All necessary actions to cease the illicit connection will be completed.

If the illicit connection is found to be from an outside party, the NJDEP will be notified in writing on a quarterly basis until completion. Dye testing and remote cameras can be used to investigate illicit connections.

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.

Other infrastructure includes: Manufactured Treatment Devices (MTD), Green Infrastructure, Culverts, Subsurface Detention Systems, and Stormwater Management Basins.
Annual inspections are conducted against a checklist corresponding to each infrastructure which looks at debris/sediment accumulations, integrity of structural components, structure functionality, etc.

6. Infrastructure Records

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

Inspection, cleaning, and maintenance records are maintained in the Rutgers AIM Work Management system.

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 will not be applied adjacent to storm inlets, water bodies or on steeply sloped ground. Herbicides will only be applied along curb lines and unobstructed shoulders that contain unwanted vegetation, and only within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.
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.
Post-storm cleanup measures will include collecting excess piles of salt and de-icing/anti-icing materials. Materials will be collected within 72 hours after the storm, weather permitting, and either returned to the salt dome for re-use or disposed of properly.
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.
All vegetative waste shall be collected either by raking, blowing or vacuuming. The collected waste shall be placed in a covered roll off container. The container shall be removed from the site by a properly licensed contractor for disposal or recycling.
4. Tree Replacement Management Describe your program for ensuring the proper removal and replacement of trees at your Public Complex.
Specify that plants which are determined to be defective shall be replaced at the proper season or planting time after the guarantee period is complete, and replacement plants will be guaranteed by the Contractor for an additional growing season under an extended guarantee Specify that, during the guarantee period, the Contractor shall, from time to time, inspect the watering and other maintenance practices carried on by the Owner and promptly report to the Owner any practices which he considers unsatisfactory and not in his interests or good horticultural practices

5. **Roadside Erosion Control** Describe your program to detect and repair erosion along Public Complex owned driveways, streets, and parking areas.
Beginning in 2025, inspection of roads and parking lots will be conducted annually by Rutgers Grounds Department to identify signs of soil erosion. If areas of erosion are identified a work order will be placed and stabilization methods will be evaluated and implemented within 90 days. Repairs should be made in accordance with Standards for Soil Erosion and Sediment Control in New Jersey N.J.A.C. 2:90-1, as applicable.
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.
Roll-offs and open-top waste containers used to collect and temporarily store trash, garbage and non-recyclables shall be kept tarped or covered unless actively being filled or emptied. Clean roll-offs or other open top containers used to collect clean household recyclables (such as cans, bottles, or paper, but not including materials such as electronics) shall be covered when not in use, at the end of each workday, and before any anticipated storm event. These topics will be covered in annual trainings.

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: __8___

1. Site Name and Address

Grounds Maintenance Yard -Livingston Campus - 51 Street 1603, Edison, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Materials (stone, mulch, topsoil) staging areas shall be inspected to confirm proper storage in three-sided bays to prevent impactes to stormwater.
- Confirm equipment/machinery stored outdoors is not leaking fluids.
- Inspect diesel storage tank for leaks, secondary containment, and proper labeling.
- Ensure dumpsters are covered are not leaking.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and are properly lableled.
- Confirm appropriate spill cleanup supplies are available on-site.
- Salt and other granular de-icing/anit-icing materials must be stored in a permanent structure to prevent runoff.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
road salt	dump trucks
stone	pickup trucks
mulch	tractors
	street sweepers

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: ___8__

1. Site Name and Address

Utilities Maintenance Yard - Livingston Campus - 45 Street 1603, Edison, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Materials (stone, mulch, topsoil) staging areas shall be inspected to confirm proper storage in three-sided bays to prevent impacts to stormwater.
- Confirm equipment/machinery stored outdoors is not leaking fluids
- Inspect diesel storage tanks for leaks, secondary containment, and proper labeling.
- Ensure dumpsters are covered and not leaking to the environment.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and are properly labeled.
- Confirm appropriate spill cleanup supplies are available on-site.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
topsoil	dump trucks
stone	pickup trucks
	diesel emergency generators
	excavators
	diesel powered portable lights
	diesel powered portable arc welder
	550 gallon portable diesel tank

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: __8___

1. Site Name and Address

Grounds Maintenance Yard - Busch Campus - 140 Strong Rd, Piscataway, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Confirm equipment/machinery stored outdoors is not leaking fluids.
- Ensure dumpsters are covered and not leaking to the environment.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and properly labeled.
- Confirm appropriate spill cleanup supplies are available on-site.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
	mowers
	plows
	lawn equipment

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: __8___

1. Site Name and Address

Grounds Maintenance Yard - Bldg - 24 Bevier Rd, Piscataway, NJ

2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Materials (stone, mulch, topsoil) staging areas shall be inspected to confirm proper storage in three-sided bays to prevent impacts to stormwater.
- Confirm equipment/machinery stored outdoors is not leaking fluids.
- Ensure dumpsters are covered and not leaking to the environment.
- Confirm appropriate spill cleanup supplies are available on-site.
- Salt and other granular de-icing/anit-icing materials must be stored in a permanent structure to prevent runoff.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and properly labeled.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List

List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
road salt	mowers
stone	snow plows
mulch	

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: __8___

1. Site Name and Address

Golf Course Maintenance Yard - Busch Campus - 700 Fitch Rd, Piscataway, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Materials (sand, stone, topsoil) staging areas shall be inspected to confirm proper storage in three-sided bays to prevent impacts to stormwater.
- Confirm equipment/machinery stored outdoors is not leaking fluids.
- Ensure dumpsters are covered and not leaking to the envrironment.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and properly labeled.
- Inspect above ground storage tank for leaks and proper labeling.
- Confirm appropriate spill cleanup supplies are available on-site.
- Inspection records are maintained at the golf course maintenance shop.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	**Machinery/Equipment**
Sand	mowers
	backhoe
	utility vehicles

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: __8___

1. Site Name and Address

Grounds Field House - College Ave Campus - 620 George Street, New Brunswick, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Materials (stone, mulch, topsoil) staging areas shall be inspected to confirm proper storage in three-sided bays to prevent impacts to stormwater.
- Confirm equipment/machinery stored outdoors is not leaking fluids.
- Ensure dumpsters are covered and not leaking to the environment.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary, and properly labeled.
- Salt and other granular de-icing/anit-icing materials must be stored in a permanent structure to prevent runoff.
- Confirm appropriate spill cleanup supplies are available on-site.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
road salt	dump trucks
stone	pickup trucks
mulch	tractors
	street sweepers

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: __8___

1. Site Name and Address

Lawn Shop and Salt Shed - Cook Campus - 18 Ag Extension Way, New Brunswick, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Confirm equipment/machinery stored outdoors is not leaking fluids.
- Ensure dumpsters are covered and not leaking to the environment.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and properly labeled.
- Salt and other granular de-icing/anit-icing materials must be stored in a permanent structure to prevent runoff.
- Confirm appropriate spill cleanup supplies are available on-site.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
road salt	lawn mowers
	pickup trucks
	tractors
	street sweepers

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: __8___

1. Site Name and Address

Grounds Maintenance Yard - Cook Campus - Poultry Farm Lane, New Brunswick, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

The following shall be inspected monthly under dry or precipitation or a snow melt when possible:

- Materials (stone, mulch, topsoil) staging areas shall be inspected to confirm proper storage in three-sided bays to prevent impacts to stormwater.
- Confirm equipment/machinery stored outdoors is not fluids.
- Ensure dumpsters are covered and leaking to the environment.
- Confirm hazardous materials stored outdoors are covered, equipped with secondary containment, and properly labeled.
- Confirm appropriate cleanup supplies are available on-site.
- Inspection logs are maintained in the AIM work management system.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
Mulch	dump trucks
Stone	pickup trucks
	tractors
	street sweepers

4. Discharge of Stormwater from Secondary Containment

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

All outdoor tanks containing petroleum products are equipped with integral secondary containment systems which prevent stormwater from accumulating.
Underground storage tanks and associated dispensers are inspected monthly or in the event of a continuous leak detection monitoring system alarm. If water is found in a UST or dispenser sump it is collected and disposed of via the on-site EPA/NJDEP permitted Treatment Storage and Disposal facility.

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.

All persons involved in bulk fuel transfer have been trained in the proper procedures for the loading / unloading of fuel and in fuel spill response procedures. All storm water inlets shall be protected either by blocking the inlets or by containment of the delivery truck with temporary berms or sorbant booms during the transfer process. Drip pans shall be placed under hose/pipe transfer connections. All fuel storage tanks are inspected monthly in compliance with the University's SPCC Plans.

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.

All vehicle/equipment maintenance shall be performed at indoor locations on paved/concrete surfaces. All floor drains in the service area shall be fitted with drain plugs that shall remain in place while any vehicle/equipment is being serviced.
Outdoor repairs/maintenance - Any vehicle/equipment serviced outdoors shall have drip pans placed under them while they are being serviced. Storm drains shall be blocked if present near the service area. Vehicle/equipment repairs lasting more than one day shall be covered with a tarp or portable tent.

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.

Vehicle washing is either performed off-site or by third-party vendor who shall collect all wash wastewater

with a mobile secondary containment collection system. All collected wastewater shall be removed by the vendor and properly disposed of off-site. The vendor shall provide records for wastewater disposal.

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.

Salt and de-icing materials are stored at Bldg. #4148 on the Livingston Campus and Bldg. #6088 on the Cook Campus. The locations are equipped with a permanent structure for the sole use of storing road salt. During all loading and unloading operations the greatest possible care shall be exercised so as to minimize the spilling of de-icing materials on the ground. Any de-icing materials that are spilled on the ground shall be swept up and either put back in to storage for reuse or disposed of in the proper container.

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.

Collected leaf waste is stored in covered roll-off containers. The containers are removed by Waste Management when full.

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.

Cold patch asphalt must be stored in a permanent structre or an an impervious surface and covered with a tarp or 10-mil plastic sheeting; and contained by berms to control leachate and stormwater run-on or run through.

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 sweepings and storm sewer clean-out materials are stored in covered roll-off containers. The containers are removed by Waste Management within six months of waste generation.

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.

construction and demolition waste is stored in roll-off containers. The containers are to be covered when not in use.
Wood waste is hauled off-site by the contractor performing tree trimming services.
Grass clippings are stored in roll-off containers that are covered when not in use. The grass clippings are disposed of through Waste Management.

13. Scrap Tires

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

Scrap tires are not stored on site.

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.

Inoperable vehicles are stored temporarily at 31 Postal Plaza, Edison, NJ. Vehicles are stored on-site for <30 days unless being held for insurance adjustment. Vehicles stored with exposed internal components such as body/rust damage, missing body parts or broken windows shall be parked on an impervious surface and covered. Vehicles found to be leaking fluids will be purged of fluids and a drip pan placed underneath. Monthly inspection records of the storage lot will be kept on-site.

Form 10 – Training

Part IV.F.5-8.

Stormwater Program Coordinators
Describe the training provided for the Stormwater Program Coordinator.
The Stormwater Program Coordinator must complete the NJDEP approved NJPDES MS4 General Permit training within the 12 months of the effective permit date and once per permit cycle thereafter.

Topic	**Public Complex Employees** Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for staff.	
SPPP	Rutgers shall provide annual SPPP training applicable to the employee's job duties, including recordkeeping requirements (Part IV.A.2).
Construction Site Stormwater Runoff	Rutgers shall provide annual training to staff responsible for obtaining permit authorization prior to commencement of construction and in compliance with approved soil erosion and sediment control plans (Part IV.D).
Post-Construction Stormwater Management in New and Redevelopment	Rutgers shall provide annual training on the requirements for post-construction stormwater management in new development and redevelopment (Part IV.E).
Regulatory Mechanisms	Rutgers shall provide annual training on the regulatory mechanisms including a review of the requirements, enforcement, and the repercussions of non-compliance (Part IV.F.1).
Good Housekeeping	Rutgers shall provide annual training on pollution prevention measures applicable to employee's job duties (Part IV.F.2).
Stormwater Facilities Maintenance	Rutgers shall provide annual training on the maintenance of inventoried stormwater facilities where applicable to employee's job duties (Part IV.F.3).
Maintenance Yards and Other Ancillary Operations	Rutgers shall provide annual trainiing on implementing BMPs, good housekeeping measures, and conducting and documenting site inspections at maintenance yards and other ancillary operations (Part IV.F.4).

MS4 Mapping	Rutgers shall provide annual training on mapping MS4 infrastructure (Part IV.G.1)
Outfall Stream Scouring	Rutgers shall provide annual training to applicable personnel on inspection, identification, reporting and remediation requirements.
Illicit Discharge Detection and Elimination	Rutgers shall provide annual training to applicable employee's on identification of illicit discharge detection, elimination and reporting requirements.

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.
Personnel responsible for reviewing and approving stormwater management designs for major development projects on behalf of Rutgers must complete NJDEP Stormwater Management Design Review Training every five years. A list of trained individuals can be found on the NJDEP MS4 website. https://dep.nj.gov/wp-content/uploads/stormwater/swmdr/rule-amendment/rule_amendment_training_attendant_id_list_updated_1-24-24.pdf

Training Records
Indicate the location of training records for the above required training.
Training records are located at the Rutgers Environmental Health & Safety department. The training records are maintained by James Simoni on the MyREHS database.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
MS4 outfall map: https://ipo.rutgers.edu/rehs/storm-water-management	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	
c. MS4 interconnections	
d. MS4 storm drain inlets	
e. MS4 manholes	
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	
h. MS4 stormwater facilities (any that are not listed above)	
i. Maintenance yard(s) and other ancillary operations	
3. Describe how the 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.).	
A Stormwater Mapping system is maintained for the University. New stormwater structures are surveyed and added to the map after they are constructed. Demolished or relocated structures are also noted and updated. Data from the mapping system is exported to Rutgers AIM Asset Management System, a database that houses stormwater assets. During the yearly visual inspections, data for each structure is verified. The mapping system and asset database are updated to reflect the data collected from the inspections.	
4. Describe how the Public Complex will create and update its MS4 Infrastructure Map.	
A CAD map of the stormwater system is maintained for the University. Data collected from as-built surveys and yearly inspections are used to keep it up to date. A PDF of the Stormwater Map, which is periodically update, shall be posted on the University Stormwater website: https://ipo.rutgers.edu/rehs/storm-water-management The MS4 Infrastructure Map shall be updated and submitted to NJDEP annually.	

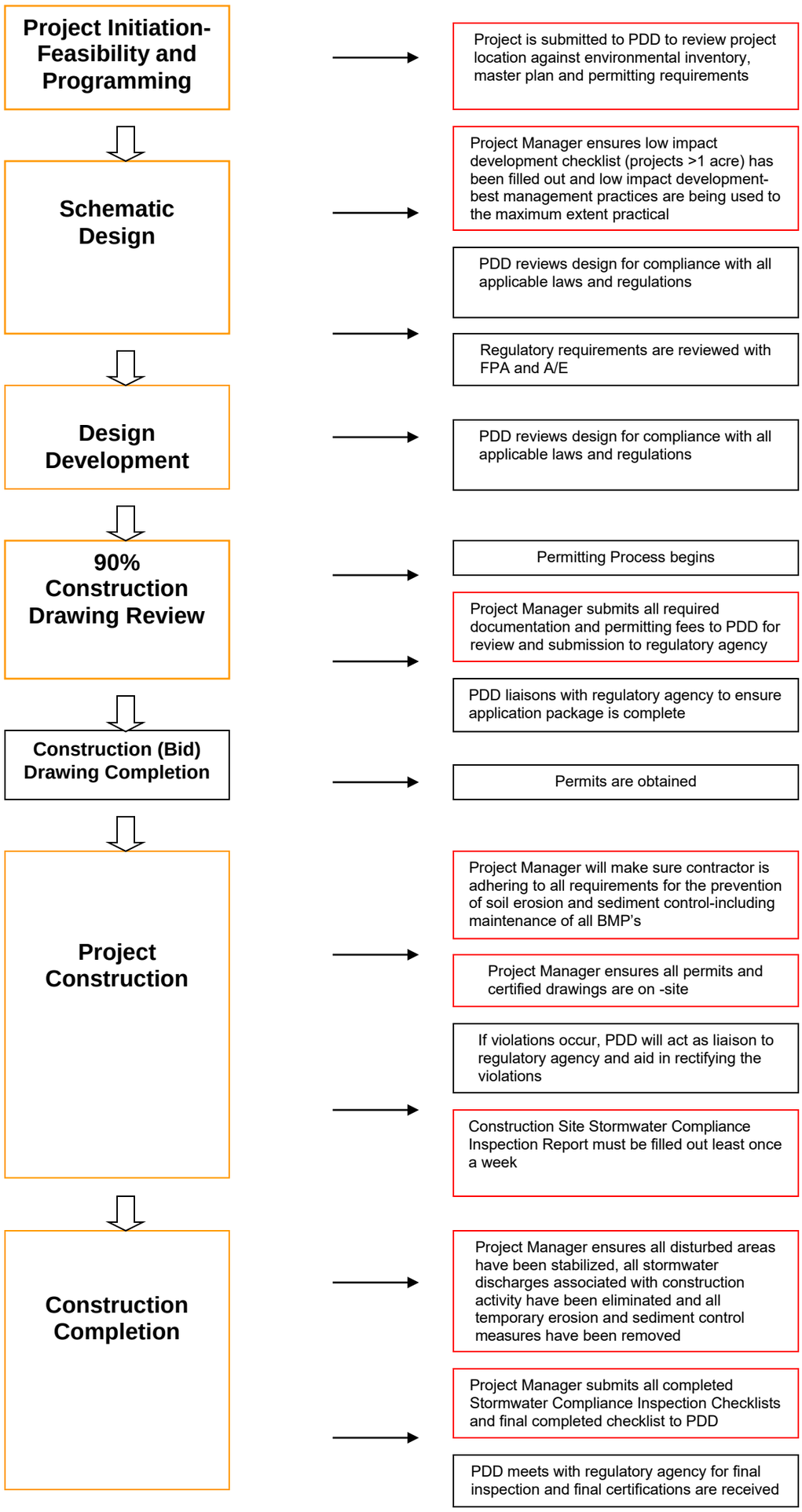
Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your Public Complex is developing or helping to develop a Watershed Improvement Plan.
Rutgers has created a stormwater and landscape management master plan that details not only a comprehensive list of the best maintenance practices, stormwater controls and other best management practices so as to improve not only the local and regional catchment areas, but the entire watershed where Rutgers operates. The stormwater management master plan is intended to look beyond Rutgers lands and at the entire watershed. This plan can be found on the Rutgers University website.
2. Describe any regional projects or collaboration efforts with municipalities.
Rutgers will work with our municipal neighbors to ensure that any road or other regional project that extends outside of the Rutgers boundaries fully comply with any and all environmental regulations. Rutgers is recognized as a leader in this regard and Rutgers will continue to raise the bar in the lower Raritan watershed.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
All records are scanned and located in a folder on the University's internal servers. This data once organized and expanded upon will be uploaded to the dedicated University web page for dissemination to the public.

Appendix A
Environmental Permitting Process

For projects disturbing ground 5,000 square feet or more, or in proximity to any environmentally sensitive areas (wetlands, streams, etc.)



Appendix B

Roads Swept by Street Sweeper			
Busch	**Livingston**	**Cook/Douglass**	**CAC**
Sutphen Road	Avenue E	Nichol Avenue	Swept by City of New Brunswick
Campus Drive	Sutton Lane	Dudley Road	
Scarlet Knight Way	Hospital Rd	Lipman Drive	
Frelinghuysen Road	Rockafeller Rd	Chapel Drive	
Winchester Road	Joyce Kilmer Rd	Sheephold Lane	
Morris Road	Road 2	Log Cabin Rd	
Visitor Center Driveway	Road 3	Chemistry Drive	
Bartholomew Road	Postal Plaza	Gibbons Circle	
Bevier Road	Street 1603	Gibbons Drive	
Titsworth Road	Street 1604	College Farm Rd	
Davidson Road	Warehouse Road	Biel Road	
Taylor Road	Berrue Circle	Red Oak Lane	
Brett Road	Honor Plaza	Rutgers Plaza	
Fitch Road	Facilities Compound	George Street	
Bowser Road	Road 1	Labor Center Way	
Allison Rd	Road 4	Ryders Lane	
Loop Rd			

Parking Lots Swept by Street Sweeper

Busch		Livingston	Cook/Douglass	CAC
48	65C	Yellow Lot	69	1
49	65D	Green Lot	70	2
50	66A	Lot 105	74	5
51	66B	Lot 101	76	7
51B	67	Lot 103	78-no inlet	11
53	67A	LOT 112	79	11
53A-no inlet	68	Lot 112a	80	12
54	Lot A		81	13
54A	Lot B		82	16
55	Lot C		83	20
56	Lot 606		84	22
58	Lot 627		86	26
58A	Lot 603		94	30
58B	Lot 605		95	32
58C	Lot 604		96	33
58D	Lot 623		97	34
59	Lot 613		711	35
60A	Lot 612		808-no inlet	36
60B			74A	CAB LOT
60C			79A	
61			96A	
62			96B	
63			98A	
63A			98B	
63B			98C	
63B			99A	
64			99B	
65A			99C	
65B			99D	