

# SPPP Signature Page

Public Complex  
Information

Public Complex: \_\_\_\_\_

NJPDES # : NJG \_\_\_\_\_ PI ID #: \_\_\_\_\_

Team Member/Title: \_\_\_\_\_

Effective Date of Permit Authorization (EDPA): \_\_\_\_\_

Date of Completion: \_\_\_\_\_ Date of most recent update: \_\_\_\_\_

"I certify that this SPPP includes all of the information and items identified in Attachment A of the Public Complex Stormwater General Permit. All attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

(NOTE: A new SPPP signature page should be attached each time the SPPP is updated or modified, excluding data entries. Previous SPPP signature pages shall be retained as part of the SPPP.)



# SPPP Form 3 – New Development and Redevelopment Program

Public Complex Information

Public Complex: Union County College - Cranford Campus  
 NJPDES # : NJG 0148563 PI ID #: 221697  
 Team Member/Title: Robert Hogan, Director of Facilities  
 Effective Date of Permit Authorization (EDPA): March 4, 2004  
 Date of completion: June 13, 2018 Date of most recent update: June 28, 2018

Describe in general terms your post-construction stormwater management in 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 Program Design Checklist for Individual Projects. Attach additional pages as necessary. \_\_\_\_\_

To control stormwater from new development and redevelopment projects throughout UCC Cranford Campus (including projects UCC operates) the following items will be implemented:

Compliance with N.J.A.C 7:8 -

UCC will ensure compliance with design and performance standards established under N.J.A.C. 7:8 for major development and storm drain inlet design standards in Attachment C of the Permit, for all applicable development projects. In addition, UCC will require that the Post Construction Program Design Checklist for Individual Projects be completed before each project's construction is approved. This form is located in this appendix.

Operational and Maintenance of Best Management Practices (BMPs) -

Since the EDPA, UCC has not constructed any new development or redevelopment projects at the Cranford Campus. UCC will ensure any adequate long term operation and maintenance of BMPs for any project regulated by the college by preparing a maintenance plan in accordance with N.J.A.C. 7:8-5.8.

For any BMP that is installed in order to comply with the requirements of the post-construction program, UCC will ensure adequate long-term operation as well as preventative and corrective maintenance (including replacement) of BMPs.

Storm Drain Inlet Design -

Any storm drain inlets installed will also be required to comply with the design standards in Attachment C of the UCC General Stormwater Permit. UCC will ensure such operation and maintenance of any new development and redevelopment projects on UCC property by complying with the maintenance requirements in the prepared maintenance plan.

UCC expects that for most projects, such compliance will be achieved by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension. In particular, these will be done for repaving and curb repair.

# SPPP Form 4 - Local Public Education Program

## (Colleges, Universities, and Military Bases only)

Public Complex Information

Public Complex: Union County College - Cranford Campus

NJPDES # : NJG 0148563 PI ID #: 221697

Team Member/Title: Robert Hogan, Director of Facilities

Effective Date of Permit Authorization (EDPA): March 4, 2004

Date of completion: June 13, 2018 Date of most recent update: June 28, 2018

### 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.)

**Annual Mailing Requirement**

To fulfill the annual distribution requirements of the local public education program, UCC will include in its Student Handbook, "Stormwater Pollution Solutions". All students attending classes at the Plainfield Campus will receive the handbook before the beginning of each semester. Plainfield campus faculty will receive the mailing in their office box prior to the beginning of each term. Staff members will each receive a copy in their inboxes and new employees will receive a copy in their employee manual. Extra copies will be on hand at the UCC Plainfield Campus Administrative Office.

**Annual Event Requirement**

The NJDEP brochure, as well as additional education information, will be available on the Facilities Department website throughout the school year.

- Brochures will be available at Earth Day events.
- A local public education program record keeping log has been included

**Attachments**

- Attachment III - NJDEP "Solutions to Pollution" brochure
- Attachment IV - Optional Education Information
  - NJDEP "Pet Waste Pollutes Our Water" handout
  - NJDEP "Clean Water Raingers Coloring Book"
  - Rutgers Cooperative Extension Fact Sheets
  - Home Composting
  - Yard Trimmings Management Strategies
  - Using Leaf Compost
  - Minimizing Waste Disposal: Grass Clippings





# SPPP Form 7 – Illicit Connection Elimination Program

Public Complex Information

Public Complex: Union County College - Cranford Campus

NJPDES # : NJG 0148563 PI ID #: 221697

Team Member/Title: Robert Hogan, Director of Facilities

Effective Date of Permit Authorization (EDPA): March 4, 2004

Date of completion: June 13, 2018 Date of most recent update: June 28, 2018

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.

Initial Physical Inspection -

During the initial development of the maps, the previous consultant, PMK Group, Inc., inspected all outfall pipes. The NJDEP Illicit Connection Elimination Inspection Report Forms used during the inspection are kept with the UCC SPPP Records.

Illicit Connection Eliminations Program

Outfall pipes that are found to have dry weather flow or evidence of intermittent non-stormwater flow will be investigated to locate the illicit connection. If UCC is able to locate the illicit connection (and the connection is within the UCC Cranford Campus) the responsible party will be notified immediately. Disciplinary action will be taken if the connection is not corrected or removed within six (6) months of discovery.

If, after the appropriate amount of investigation, UCC is unable to locate the source of the illicit connection, the Closeout Investigation Form will be submitted with the Annual Inspection and Recertification.

UCC will also work with the Borough of Cranford in their Illicit Connection Program if Cranford determines a source of dry weather flow from the UCC Cranford Campus and will resolve any issues if an illicit connection is confirmed to be the cause.

UCC will, at a minimum, continue to inspect for illicit connections at least once per five-year permit cycle. In addition, UCC will investigate possible illicit connections reported on campus. Inspections will also be conducted while completing investigations for the Outfall Scouring Detection, Remediation and Maintenance programs (see Form 14 if the inspection is preceded by a 72 hour dry weather period).

Reporting Illicit Connections -

Illicit connections can be reported by contacting campus security at 908-709-0268 or the NJDEP Spill Hotline at 1-877-WARNDEP (1-877-927-6377)

The following NJDEP forms have been included:

- Illicit Connection Report Form, to be completed for each municipal outfall
- Closeout Investigation Form, to be completed and submitted when appropriate

# SPPP Form 8 – Illicit Connection Records

Public Complex Information

Public Complex: Union County College - Cranford Campus  
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Prior to July 1, 2006

**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? \_\_\_\_\_

July 1, 2006 – June 30, 2007

**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? \_\_\_\_\_

July 1, 2007 – June 30, 2008

**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? \_\_\_\_\_



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 11 – Storm Drain Inlets (Retrofitting)

Public Complex Information

Public Complex: Union County College - Cranford Campus  
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 Team Member/Title: Robert Hogan, Director of Facilities  
 Effective Date of Permit Authorization (EDPA): March 4, 2004  
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**What type of storm drain inlet design will generally be used for retrofitting?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Repaving, repairing, reconstruction or alteration of facilities project name (Attach additional pages as necessary.)	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic performance exemptions

**Describe your Road Erosion Control Maintenance Program, including how you will perform inspections and frequency.**

(NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date.)  
 All access roads and parking lots are paved and not subject to erosion. Any cracks and/or potholes are brought to the attention of the Director of Facilities. Areas of concern are then addressed by the maintenance staff.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# SPPP Form 13 – Stormwater Facility Maintenance

Public Complex Information

Public Complex: Union County College - Cranford Campus  
 NJPDES # : NJG 0148563 PI ID #: 221697  
 Team Member/Title: Robert Hogan, Director of Facilities  
 Effective Date of Permit Authorization (EDPA): March 4, 2004  
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Please describe your annual catch basin cleaning program and schedule. Attach a map/diagram or additional pages as necessary.

Almost all of UCC's catch basins are shallow enough to be cleaned by hand using UCC maintenance staff.  
 If a catch basin is too deep and outside help is required, UCC will work with Union County Public Works staff to coordinate cleaning. The catch basins on campus are cleaned on an annual basis.  
 A catch basin cleaning log has been included.

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.)

UCC has implemented a stormwater facility maintenance program to ensure that all stormwater facilities operated by UCC at the Cranford Campus function properly. UCC Cranford operates the following:

-Storm drains

-Catch basins

These stormwater facilities are inspected annually to ensure they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.

A stormwater facility maintenance log has been included.







# SPPP Form 16 – Standard Operating Procedures

<b>Public Complex Information</b>	Public Complex: <u>Union County College - Cranford Campus</u> NJPDES # : NJG <u>0148563</u> PI ID #: <u>221697</u> Team Member/Title: <u>Robert Hogan, Director of Facilities</u> Effective Date of Permit Authorization (EDPA): <u>March 4, 2004</u> Date of completion: <u>June 13, 2018</u> Date of most recent update: <u>June 28, 2018</u>
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<b>BMP</b>	<b>Date SOP went into effect.</b>	<b>Describe your Inspection schedule.</b>
<b>Fueling Operations</b> (including the required practices listed in Attachment D of the permit)	Not Applicable	There are no fueling areas on site.
<b>Vehicle Maintenance</b> (including the required practices listed in Attachment D of the permit)	April 1, 2005	No vehicle maintenance is conducted. Monthly inspections are conducted to ensure that the SOP is being followed.
<b>Good Housekeeping Practices</b> (including the required practices listed in Attachment D of the permit)  <b>Attach inventory list required by Attachment D of the permit.</b>	April 1, 2005	Monthly inspections of all maintenance yards and ancillary operations (if applicable) are held. The following items have been included: -Good housekeeping SOPs -Source Material Inventory



Public Complex Stormwater General Permit

# Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by: Alexa Fiumarelli/Whitman

Title: Consultant

Date: June 13, 2018

Public Complex: UCC - Cranford Campus

NJPDES: NJG 0148563

PIID #: 221697

Stormwater Program Coordinator: Robert Hogan

Title: Director of Facilities

Office Phone #: 908-709-7010

Emergency Phone #: 908-709-1202

Public Notice Coordinator: Robert Hogan

Title: Director of Facilities

Office Phone #: 908-709-7010

Emergency Phone #: 908-709-1202

Post-Construction Stormwater Management Coordinator: Robert Hogan

Title: Director of Facilities

Office Phone #: 908-709-7010

Emergency Phone #: 908-709-1202

Local Public Education Coordinator: Lois Hely or Nicholas Gilbert

Title: Professors

Office Phone #: 908-709-7359 (Lois Hely) 908-659-5125 (Nicholas Gilbert)

Emergency Phone #: 908-709-1202

Regulatory Mechanism Coordinator: Robert Hogan

Title: Director of Facilities

Office Phone #: 908-709-7010

Emergency Phone #: 908-709-1202

Physical Plant Manager: Christopher Sapara-Grant

Title: Associate Director of Facilities

Office Phone #: 908-403-5086

Emergency Phone #: 908-709-1202

Employee Training Coordinator: Christopher Sapara-Grant

Title: Associate Director of Facilities

Office Phone #: 908-403-5086

Emergency Phone #: 908-709-1202

Other: Lynne Welch

Title: Vice President of Financial Affairs

Office Phone #: 908-709-7167

Emergency Phone #: 908-709-1202

Other: Joseph Hines

Title: Director of Public Safety

Office Phone #: 973-809-1964

Emergency Phone #: 908-709-1202