

**MSRP ANNUAL REPORT - Tier B**

**You have completed the Annual Report submittal process. You may print or save a copy of this submittal report for your records.**

**Service ID:** 1050548  
**Facility Name:** ELK TWP RECREATIONAL FIELDS  
**Reporting Period:** January 1, 2019 through December 31, 2019  
**NJPDES Permit #:** NJG0148997  
**Activity ID:** DST170001

**Contacts**

**Name:** Donna Nicholson  
**Title:** Committeewoman  
**Contact Type:** Stormwater Coordinator  
**Organization Name:** ELK TWP  
**Organization Type:** Municipal  
**E-Mail:** dnicholson@elktownshipnj.gov  
**Phone:** (856) 881-6525 x110 (Home Phone Number)  
**Contact Address:** 680 WHIG LN  
Monroeville, New Jersey 08343

**Uploaded Attachments**

Attachment Name	Attachment Description	File Name
2019 NJDEP Storm Att - A	Various document examples	2019 NJDEP Storm Att - A.pdf
2019 NJDEP Storm Att - B	Various	2019 NJDEP Storm Att - B.pdf

**Annual Report Details - Part A**

**Municipality Information**

Team member responsible for completing the report:	Stan
Team member email address:	sbitgood@federiciandakin.com

**Post-Construction Stormwater Management in New Development and Redevelopment**

1. Are you ensuring that any residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management comply with the design standards in the Stormwater Management Rules at N.J.A.C. 7:8-5?	Yes
2. Did your municipality adopt a municipal stormwater management plan?	Yes
3. Most recent date your municipality adopted a Municipal Stormwater Management Plan:	06/01/2006

4. Status of this plan:	
5. Did your municipality adopt a municipal stormwater control ordinance?	Yes
6. Most recent date your municipality adopted a municipal stormwater control ordinance:	08/03/2006
7. Status of this ordinance:	
8. Did you submit the adopted municipal stormwater management plan to the appropriate county review agency for approval?	Yes
9. Most recent date the adopted municipal stormwater management plan was submitted to the appropriate county review agency for approval:	04/30/2007
10. Did you submit the adopted municipal stormwater control ordinance to the appropriate county review agency for approval?	Yes
11. Most recent date the adopted municipal stormwater control ordinance was submitted to the appropriate county review agency for approval:	04/30/2007
12. Status of county review:	Approved - review agency failed to act within 60 days
13. Did the municipality adopt the review agency's required amendments and resubmit to the county review agency?	
14. Is the Stormwater Control Ordinance in effect?	Yes
15. Most recent effective date of Stormwater Control Ordinance:	04/30/2007
16. Ordinance Number(s):	Chapter 86 of Municipal Code
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and subdivision approval process to ensure that they comply with your municipality's effective municipal stormwater control ordinance(s)?	Yes
19. How many projects that were subject to either the municipal stormwater control ordinance or the stormwater provisions of RSIS did the municipality approve?	0
20. Does your approved municipal stormwater management plan contain a mitigation plan as described in N.J.A.C. 7:8-4.2(c)11?	Yes
21. Have you granted any variances or exemptions from the design and performance standards for stormwater management measures set forth in your approved municipal stormwater management plan and stormwater control ordinance(s)?	No
22. How many variances or exemptions from the design and performance standards have you granted?	
23. If you granted any variances or exemptions, did you submit a written report to the county review agency describing the variance or exemption and the required mitigation?	
24. Are you ensuring that storm drain inlets installed within your municipality (either by you or another entity) comply with the standards set forth in Attachment A?	Yes
25. Are you ensuring adequate long-term operation and	Yes

maintenance of stormwater BMPs installed on property that your municipality owns or operates after the Effective Date of Permit Authorization (EDPA)?	
26. Are you ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate?  <b>Please keep an inventory of stormwater BMPs indicating type, function and location in a format provided by the Department onsite and available for inspection or upon request.</b>	Yes
27. Briefly indicate how this is being accomplished (e.g., ordinance requiring operation and maintenance by private entity; operation and maintenance by you or other governmental entity):	Annual reports are requested from each responsible HOA and developers.
28. Have you reexamined your approved municipal stormwater management plan at each re-examination of your master plan in accordance with N.J.A.C. 7:8-4?	N/A - we did not re-examine our master plan this year
29. Date re-examination report was last adopted:	

### Report Details - Part B

### Local Public Education Program and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?	Yes

### Storm Drain Inlet Labeling

1. Has the municipality established a storm drain inlet labeling program?	Yes
2. Indicate the percentage labeled to date:	100%
3. Other Amount:	
4. Is your municipality maintaining the labels (i.e. replacing and/or repainting)?	Yes

### Equipment and Vehicle Washing

1. Has your Municipality implemented measures to properly handle the discharge of equipment and vehicle wash wastewater from your municipal maintenance yard operations?	Yes
2. Please indicate which option you implemented to eliminate the unpermitted discharge:	Ceased the discharge (share services with another entity)
3. Date the management measure was implemented:	03/24/2010
4. What is your NJPDES permit number that authorizes the discharge	

of vehicle and equipment wash wastewater?	
5. Are you maintaining records of vehicle and equipment washing?	N/A - we do not wash our vehicles

**Report Details - Part C**

**Sharing of Responsibilities**

Do you share services with another entity to satisfy a permit requirement?	Yes
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**For each of the following, indicate if you are relying on another entity to satisfy all or part of any permit requirements. Please provide additional information for any "Yes" answers in the provided Comments field.**

1. Ensure compliance with RSIS for stormwater management:	No
2. Comments:	
3. Municipal stormwater management plan:	No
4. Comments:	
5. Municipal stormwater control ordinance:	No
6. Comments:	
7. Long term operation and maintenance of BMPs (post-construction):	No
8. Comments:	
9. Storm drain inlet design standard (post-construction):	No
10. Comments:	
11. Local public education program:	No
12. Comments:	
13. Storm drain inlet labeling program:	No
14. Comments:	
15. Equipment and vehicle washing:	Yes
16. Comments:	Gloucester County provides vehicle equipment washing services for Elk Township.

**Incidents of Non-compliance**

1. Did your municipality have any incidents of non-compliance?	Yes
2. Identify the steps being taken to remedy the noncompliance and to prevent such incidents from recurring. <b>(If the text box is not</b>	Elk has implemented a plan to acquire an

**large enough to complete this section, please provide your report as an attachment and upload it on the next screen. Please reference the attachment in the textbox.)**

easement for discharge of street culvert water to a normally dry swale that was built by others, before the rules. An upstream development reduced flows to the culvert in accordance with the rules, and was approved, but enforcement issued a NOV because they consider the off-site pre-existing swale to be a BMP.

## Certification

**Certifier:** Stan Bitgood  
**Certifier ID:** STANBITGOOD  
**Challenge/Response Question:** What is your favorite car?  
**Challenge/Response Answer:** \*\*\*\*\*  
**Certification PIN:** \*\*\*\*\*  
**Date/Time of Certification:** 05/04/2020 16:44

"I certify under penalty of law that this Annual Report and Certification and all attached documents were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate this information. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering this information, the information in this Annual Report and Certification and all attached documents is, to the best of my knowledge and belief, true, accurate and complete.

"I certify that the municipality is in compliance with its stormwater program, Stormwater Pollution Prevention Plan (SPPP) and the NJPDES Tier B Municipal Stormwater General Permit No. NJG0148997 except for any incidents of non-compliance which are identified herein. For any incidents of non-compliance, the Annual Report identifies the steps being taken to remedy the non-compliance and to prevent such incidents from recurring.

"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."

**Please note, no changes will be allowed to be made to this report upon its certification. If you need to correct or modify the report after certification, please contact your case manager at (609) 633-7021 so they may enable that function.**

Stan Bitgood                      05/04/2020  
**General                              Date**