

Stormwater Pollution Prevention Plan

Borough of Bogota

Bergen County

Permit Number NJG_0151203

Annual Review Date: 9/19/23

Stormwater Program Coordinator: (Gordon Kohles)

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Gordon Kohles, Superintendent Dep't of Public Works	
Phone	201-410-1646	Email	DPW@Bogotaonline.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Greg Polyniak, Borough Engineer	
Phone	201-939-8805	Email	GPolyniak@Negliagroup.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		Daniele Fede, Environmental Commission	
Phone	201-342-1736	Email	
Name and Title		Ed Hynes, Borough Administrator	
Phone	201-342-1736	Email	Admin@Bogotaonline.org
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
<i>Borough of Ridgely Park</i>	<i>Fuel</i>	<i>Annual</i>	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
<i>2/8/2014</i>	<i>All</i>	<i>New stormwater permit & SPPP</i>
11/30/18	<i>All</i>	<i>New stormwater permit & SPPP</i>
6/10/20	<i>#1</i>	<i>New Borough Engineer</i>
9/19/23	<i>All</i>	<i>New stormwater permit & SPPP</i>

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.bogotaonline.org/storm-water-management
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<i>Ray Dwyer, Webmaster raydwyer@optonline.net</i>
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.
<i>Municipal website, Facebook, Instagram, recycling calendar, newsletters, Green Team outreach and poster sessions with the local schools, Sustainable Jersey</i>

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

Part IV.E.

1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.
<i>Major development means any development that provides for ultimately disturbing one or more acres of land and any other additional development defined as “major development” by the municipality’s stormwater control ordinance.</i>
2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.
<i>Same</i>
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
<i>Any project would have to undergo review by the Borough Planning Group and municipal engineer, which would review compliance with the Stormwater Control ordinance and RSIS.</i>
4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
<i>Yes Borough of Bogota Municipal Building, 375 Larch Avenue Bogota NJ 07603</i>
5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
<i>Initial – April 16, 2006 Amended - March 4, 2021</i>
6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
<i>Initial – October 2005 Revised - July 13, 2006</i>

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
2. Wildlife Feeding	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
3. Litter Control	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
4. Improper Disposal of Waste	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
5. Yard Waste	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
6. Private Storm Drain Inlet Retrofitting	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
7. Illicit Connections	4/16/2006	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
8. Privately-Owned Salt Storage	10/26/23	<i>No changes</i>	<i>Police Dep't and municipal officials</i>	\$50.00
9. Tree Removal- Replacement		<i>Under construction</i>	<i>Police Dep't and municipal officials</i>	\$50.00

List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.

Not applicable

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

All records associated with these ordinances and any related enforcement actions can be found at the Bogota Borough Hall.

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

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 not need to be swept.

*The Borough sweeps **every** street inside the Borough once per week, weather permitting.*

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

All street sweeping is being done by the Borough of Bogota.

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private 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. The vast majority of all municipal inlets have the label permanently cast into the metal. A few inlets at the intersection of Walnut and Queen Anne streets have metal tags/labels welded on to the inlet, and are inspected annually. Bogota is currently working with Sustainable Jersey to replace these with permanently stamped inlets.

b. All municipal inlet retrofits must meet the Pascak Cooperative for purchasing and construction of paving and catch basins, which abides by the NJDEP requirements. Private retrofits must also meet the NJDEP inlet retrofit requirements, as per the Stormwater Control ordinance.

c. Storm drain inlets are inspected at least once per year, more often if necessary. Basins that are found to have debris in them are cleaned out and logged in the associated log book.

d. The Borough inspects all catch basins once per year and usually twice a year, or more if there are problems noticed. Usually, basins are inspected in the Spring, then again in the Autumn after leaf season. Basins are cleaned when a visual inspection determines that material is building up inside the basin, or if there is any problems with flow through the basin.

2. Municipal 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.

a. The Borough inspects all catch basins once per year and usually twice a year, or more if there are problems noticed. Usually, basins are inspected in the Spring, then again in the Autumn after leaf season.

b. Basins are cleaned when a visual inspection determines that material is building up inside the basin, or if there is any problems with flow through the basin.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

Annual inspections are conducted by public works and supplemented by contracted consultants, when requested. More frequent inspections are performed during the course of routine public works duties, particularly before and after major storm events. Conditions are recorded where maintenance or repairs are required to restore the system to proper working conditions.

4. Municipal Outfall Inspections – 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.

The Borough inspects all outfalls at least once per year. The Borough uses its jet/vacuum truck (when necessary), plus various municipal trucks from the Department of Public Works. There is a map of all outfalls, and any stream scouring is noted and referred to the municipal engineer for any repairs necessary.

<p>5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination</p> <p>Describe the program in place for conducting visual dry weather inspections of municipally 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.</p>
<p><i>Dry weather flow inspections are conducted during outfall inspections, during basin cleanouts, and twice per year as part of a general maintenance inspection.</i></p>
<p>6. Other Municipal Infrastructure</p> <p>List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. 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.</p>
<p><i>The Borough does not have any retention/detention basins or other MS4 infrastructure.</i></p>
<p>7. Stormwater Facilities Not Owned or Operated by the Municipality</p> <p>Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.</p>
<p><i>Currently, the Borough does not have any privately owned stormwater infrastructure that would require inspections or maintenance.</i></p>
<p>8. Infrastructure Records</p> <p>Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.</p>
<p><i>Not applicable.</i></p>

Form 8 – Community-wide Measures

Part IV.F.2.

<p>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.</p>
<p><i>The Borough does not apply any herbicides or pesticides.</i></p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p><i>The Borough has all salt trucks turn off the spreaders when the truck comes to a stop. If any residual piles are noticed, they are picked up as soon as possible to prevent accidents from residential vehicles.</i></p>
<p>3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).</p>
<p><i>All municipal leaves, tree debris and yard waste are brought to Environmental Renewal at 15 Andrews Drive in Woodland Park, NJ.</i></p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p><i>All Borough streets are curbed. No incidents of roadside erosion normally take place.</i></p>

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: _____

1. Site Name and Address	
<i>9 East Fort Lee Road, Bogota NJ</i>	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
<i>Monthly inspections are conducted using a checklist developed from the MS4 permit. Copies of these inspection records can be found at the Superintendent's office in the DPW.</i>	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
<i>No material storage is kept outside.</i>	<i>Two garbage trucks are stored outside at the DPW.</i>

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>	
<p><i>No secondary containment areas exist at the DPW facility or other municipal facilities.</i></p>	
<p>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.</p>	
<p><i>No fueling is conducted onsite, nor are there any fueling tanks for municipal operations. Vehicle fueling is currently done at the Ridgely Park Department of Public Works.</i></p>	
<p>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.</p>	
<p><i>No vehicle maintenance is performed onsite. Any vehicle maintenance is done at commercial vehicle repair facilities.</i></p>	
<p>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.</p>	
<p><i>No vehicle washing is performed onsite. Any vehicle washing is done at commercial wash facilities.</i></p>	

<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing 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.</p>
<p><i>The Borough now has a de-icing material storage building at 10 Cross Street. All materials are kept inside the building, and the building is equipped with a door to prevent rain infiltration.</i></p>
<p>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.</p>
<p><i>No aggregate, wood chip or compost is stored by the Borough.</i></p>
<p>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.</p>
<p><i>A few bags of cold patch are stored inside the DPW building.</i></p>
<p>11. Street Sweepings and Storm Sewer Cleanout 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.</p>
<p><i>Street sweepings and storm sewer clean out materials are delivered directly to the Waste Management facility in Fairview, NJ. None of these materials are stored onsite.</i></p>

<p>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.</p>
<p><i>None of these materials are stored onsite.</i></p>
<p>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.</p>
<p><i>Scrap tires are kept in a closed container inside the DPW building.</i></p>
<p>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.</p>
<p><i>No inoperable vehicles or equipment is kept onsite.</i></p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
<i>The Stormwater Program Coordinator (SPC) for the Borough attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.</i>

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	<i>Annual employee training is through the Environmental Joint Insurance Fund (EJIF) training videos, also available through the NJDEP website.</i>
Construction Site Stormwater Runoff	<i>In-person/field training overseen by the municipal engineer.</i>
Post-Construction Stormwater Management in New and Redevelopment	<i>In-person/field training overseen by the municipal engineer.</i>
Community-wide Ordinances	<i>In person</i>
Community-wide Measures	<i>In person</i>
Stormwater Facilities Maintenance	<i>The Borough does not have any stormwater facilities other than the inlets, piping and outfalls of the MS4 system. No detention/retention areas or treatment devices are present.</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>Annual employee training is through the Environmental Joint Insurance Fund (EJIF) training videos, also available through the NJDEP website plus field training.</i>
MS4 Mapping	<i>Contracted out to the Municipal Engineer.</i>

Outfall Stream Scouring	<i>Field training</i>
Illicit Discharge Detection and Elimination	<i>Field training</i>

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<i>Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8. The design reviewer for Bogota Borough is the municipal engineer.</i>

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
<i>Training is from the online videos, posted at www.nj.gov/dep/stormwater/training.htm. Within 6 months of commencing duties, officials watch the “Asking the Right Questions” video Stormwater Review Training Tool. Once per term thereafter, officials are required to watch at least one of the online NJDEP videos in the series available under Post-Construction Stormwater Management.</i>

Training Records
Indicate the location of training records for the above required training.
<i>Training records for DPW workers are kept in the Superintendent’s office in the DPW. Training records for municipal officials are kept at the municipal building.</i>

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<p><i>Outfalls:</i> https://www.bogotaonline.org/_files/ugd/8d609e_3488dfe40bfd4bbfb96b82d776b90086.pdf</p> <p><i>Other infrastructure will be mapped before the 1/1/2026 deadline.</i></p>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
<i>a. MS4 outfalls</i>	26
<i>b. MS4 ground water discharge points (basins or overland flow infiltration areas)</i>	0
<i>c. MS4 interconnections</i>	0
<i>d. MS4 storm drain inlets</i>	320
<i>e. MS4 manholes</i>	By 1/1/2026
<i>f. Length of conveyance (channels, pipes, ditches, etc.)</i>	By 1/1/2026
<i>g. MS4 pump stations</i>	0
<i>h. MS4 stormwater facilities (any that are not listed above)</i>	0
<i>i. Maintenance yard(s) and other ancillary operations</i>	3
3. Describe how the municipality’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.).	
<p><i>There have been no changes in outfalls or infrastructure within the last several years. Any changes, additions or modifications would be done after being identified during the annual inspections, and the related maps updated.</i></p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p><i>All MS4 infrastructure is being identified via the initial MS4 mapping work, contracted out to the municipal engineer. Once completed, it will be updated as needed.</i></p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.

The Watershed Improvement Plan is pending at this time and will be developed in accordance with the Tier A permit requirements.

2. Describe any regional projects or collaboration efforts with other municipalities.

The Borough of Bogota has a shared service agreement with the Village of Ridgefield Park. Under this agreement, Bogota shares the vehicle fueling facilities at Ridgefield Park, and often shares their equipment, such as the Borough's jet-vac truck to assist Ridgefield Park in maintaining their sewer and MS4 piping systems. Previously the Borough also shared deicing material storage.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

All meeting minutes are maintained by the Borough Clerk and available for public inspection.