

SPPP Signature Page

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES # : NJG0155187

PI ID #: 226885

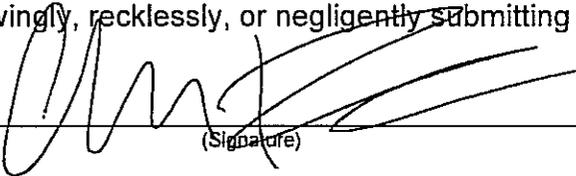
Team Member/Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization (EDPA): April 1, 2004, renewal 3/1/09

Date of Completion: December 19, 2006

Date of most recent update: 02/20/18

"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)

2/23/18
(Date)

Charlene Peterson
(Print Name)

Director of Facilities & Campus Operations
(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.)

Public Complex Stormwater General Permit

Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by: Brian Henning

Title:

Public Complex: Sussex County Community
College (SCCC)

NJPDES#: NJG 0155187

PIID#: 226885

Effective Date of Permit Authorization
(EDPA): 4/1/04, renewal 3/1/09

Date of Completion: 12/19/06

Date of most recent update: 02/20/18

Stormwater Program Coordinator: Charlene Peterson

Title: Director of Facilities & Campus Operations

Office Phone #: (973) 300-2281

Emergency Phone #: (973) 300-2222

Public Notice Coordinator: Wendy Fullem

Title: Assistant to the President

Office Phone #: (973)-300-2120

Emergency Phone #: (973) 300-2222

Post-Construction Stormwater Management Coordinator: Fred Mamay

Title: Director of Safety & Security & Coordination of Facilities

Office Phone #: (973)-300-2119

Emergency Phone #: (973) 300-2222

Local Public Education Coordinator: Charlene Peterson

Title: Director of Facilities & Campus Operations

Office Phone #: (973) 300-2281

Emergency Phone #: (973) 300-2222

Regulatory Mechanism Coordinator: Fred Mamay

Title: Director of Safety & Security & Coordination of Facilities

Office Phone #: (973)-300-2119

Emergency Phone #: (973) 300-2222

Physical Plant Manager: Charlene Peterson

Title: Director of Facilities & Campus Operations

Office Phone #: (973) 300-2281

Emergency Phone #: (973) 300-2222

Employee Training Coordinator: Charlene Peterson

Title: Director of Facilities & Campus Operations

Office Phone #: (973) 300-2281

Emergency Phone #: (973) 300-2222

Other: _____

Title: _____

Office Phone #: _____

Emergency Phone #: _____

SPPP Form 2 - Public Notice

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Wendy Fullem / Assistant to the President

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.

Compliance with Public Notice Requirements:

For any meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law", N.J.S.A. 10:4-6 et seq.), Sussex County Community College provides public notice in a manner that complies with the requirements of that Act.

SPPP Form 3 – New Development and Redevelopment Program

Public Complex Information

Public Complex: Sussex County Community College
 NJPDES#: NJG 0155187 PI ID #: 226885
 Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations
 Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09
 Date of completion: December 19, 2006 Date of most recent update: 02/20/18

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.

Post-Construction Stormwater Management in New Development and Redevelopment

Sussex County Community College (SCCC) is implementing a post-construction stormwater management in new development and redevelopment program as per the Public Complex Permit minimum standard. The College intends to consider the applicable design and performance standards as early as possible in their project planning and design process. To help ensure that the minimum standard is met, Sussex County Community College will rely on their consulting engineers, to help determine which development projects are subject to the standard, and to assist in the design and execution of these projects.

The College's Annual Certification Report will list the projects subject to the standard. The College will adopt a policy that accomplishes the following:

- (1) Adopts (and incorporates by reference) for such projects the applicable design and performance standards (including maintenance requirements) established under N.J.A.C. 7:8 for major development, and the storm drain inlet design standard in Attachment C;
- (2) Requires that all such projects be designed to comply with these design and performance standards and this storm drain inlet design standard; and
- (3) Requires that the Public Complex Permit's Post-Construction Program Design Checklist for Individual Projects be completed before each project's construction is approved.

Compliance with Storm Drain Inlet Design (Attachment C)

For most projects, the storm drain inlet design standard in Attachment C will be utilized by installing the NJDOT bicycle safe grate with, where necessary, a curb inlet opening no greater than two inches across the smallest dimension. The storm drain inlets will also be engineered to ensure adequate hydraulic performance.

For retrofitting of existing storm drain inlets please refer to Form 11 – Storm Drain Inlets (Retrofitting).

Operation and Maintenance of Best Management Practices

When the College constructs any project regulated by the Public Complex Permit as a new development and redevelopment project, the College will ensure adequate long-term operation and maintenance of BMPs for that project by preparing, or requiring the preparation of, a project maintenance plan in accordance with N.J.A.C. 7:8-5.8 where applicable, and by requiring the College's implementation of that plan.

SPPP Form 4 - Local Public Education Program

(Colleges, Universities, and Military Bases only)

Public Complex Information

Public Complex: Sussex County Community College
 NJPDES#: NJG 0155187 PI ID #: 226885
 Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations
 Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09
 Date of completion: December 19, 2006 Date of most recent update: 02/20/18

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 Distribution of NJDEP Brochure:

Sussex County Community College (SCCC) will develop and implement a Local Public Education Program in accordance with their Public Complex SBR.

Annually, SCCC will distribute a campus wide bulk e-mail to their entire student body, faculty, and staff. This email will contain a copy of the NJDEP's "Stormwater Management Maintenance Training" document as well as include a link to the Department's stormwater website: <http://www.njstormwater.org>

Annual Event Requirement:

The NJDEP brochure, as well as additional educational information, will be available during Sussex County Community College's annual Earth Day event, which will be designated as the College's annual event in accordance with their Public Complex Stormwater Permit. Additionally, SCCC will satisfy this requirement with the help of the Biology Club and other student organizations.

The following topics shall be included in the Local Public Education Program:

Stormwater/Nonpoint Source Education, Storm Drain Inlet Labeling, Fertilizer/Pesticide Education, Waste Disposal Education, Pet Waste Control, Litter Control, Improper Disposal of Waste Control, Wildlife Feeding Control and Vegetative Waste.

SPPP Form 5 – Storm Drain Inlet Labeling

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Storm Drain Inlet Labeling

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

Storm Drain Inlet Labeling Program:

Sussex County Community College (SCCC) has implemented a Storm Drain Inlet Labeling Program in accordance with the requirements found in the general permit for public complexes. The College's Facilities Department is responsible for ensuring labeling is completed in accordance with permit requirements.

Sussex County Community College utilized metallic markers affixed to either the curb portion or the grates of the storm drains. The markers include a picture of a fish and the message "DO NOT DUMP – DRAINS TO WATERWAY".

Long Term Maintenance Program

Sussex County Community College will ensure long-term maintenance of the storm drain markers during the annual catch basin cleaning operations. Whenever a storm drain is inspected, cleaned or repaired, the marker will be inspected and reapplied if needed.

SPPP Form 6 – MS4 Outfall Pipe Mapping

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

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Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map (e.g., Public Complex employees, a consultant, etc.)?

MS4 Outfall Pipe Mapping:

Sussex County Community College (SCCC) has had a map created for the purpose of locating all outfall pipe locations and stormwater structures. The map was completed by CP Engineers on 7/23/2014 with a scale of 1"=100'. A numerical identifier was assigned to each outfall. An 8.5" x 11" copy of this map is included with this plan and a full-size map is kept on hand with the Director of Facilities & Campus Operations.



NOTES

1. EACH STRUCTURE HAS A DEDICATED ID NUMBER INDICATED AS (###/ XX-##) WHICH IS TO BE USED FOR ANNUAL INSPECTION REFERENCE
2. THIS DRAWING WAS CREATED FOR THE SOLE PURPOSE OF STORMWATER STRUCTURE IDENTIFICATION AND LABELING AND SHOULD NOT BE USED FOR OTHER PURPOSES

JOB No. 710.013
 SHEET NO. 1
 B/O 1 OF 1
 DATE: 7-23-14
 SCALE: 1" = APPROX. 100'
 DRAWN:
 CHECKED:

STORMWATER POLLUTION PREVENTION PLAN
 SUSSEX COUNTY COMMUNITY COLLEGE
 NEWTON, NEW JERSEY

STORMWATER STRUCTURE LOCATIONS



35 SPARTA AVE. SPARTA, N.J. 07871
 (973) 300-9003 • FAX: (973) 300-4003
 CERTIFICATE OF AUTHORIZATION No. 24GA2828500

No.	DATE	DESCRIPTION	BY	CKD.

SPPP Form 7 – Illicit Connection Elimination Program

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

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.

Illicit Connection Elimination Program:

PMK Group has developed and implemented an Illicit Connection Elimination Program for Sussex County Community College (SCCC) in accordance with the requirements found in the Public Complex General Permit. In this program, the initial investigations will be conducted by PMK Group field personnel in coordination with the College during outfall mapping.

In addition, if there are any complaints from students, employees, or the general public of any illicit connections in the future, the Director of Facilities & Campus Operations will be notified, and he or his staff will make an investigation of the discharge.

NJDEP Illicit Connection Inspection Report forms and protocol will be utilized for determining if a discharge is an illicit connection. Copies of all inspection reports of discharges with dry weather flows will be submitted to the NJDEP with the Annual Inspection and Re-Certification Form.

If the connection is found to be from SCCC, any necessary corrections to eliminate the discharge will be made in coordination with the Facilities Department, as appropriate. However, if the connection is found to be from another responsible party, SCCC will report the illicit connection in writing to the NJDEP, where appropriate, and notify the responsible entity, where appropriate.

Long Term Program

The College will, at minimum, continue to inspect for illicit connections at least once per permit cycle (five years). In addition, SCCC will investigate any possible illicit connections reported by students, faculty and staff. Inspections will also be conducted while completing investigations for outfall pipe stream scouring (see Form 14), if the inspection is preceded by a 72 hour dry weather period.

SPPP Form 8 – Illicit Connection Records

Public Complex Information

Public Complex: Sussex County Community College
 NJPDES#: NJG 0155187 PI ID #: 226885
 Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations
 Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09
 Date of completion: December 19, 2006 Date of most recent update: 02/20/18

Prior to November 30, 2015

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? 0

Number of outfalls found to have an illicit connection? 0

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? _____

December 1, 2015 – November 30, 2016

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? *All 14 outfalls were inspected once.*

Number of outfalls found to have a dry weather flow? 0

Number of outfalls found to have an illicit connection? 0

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? _____

December 1, 2016 – November 30, 2017

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? *All 14 outfalls were inspected once.*

Number of outfalls found to have a dry weather flow? 0

Number of outfalls found to have an illicit connection? 0

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? _____

December 1, 2017 – February 20, 2018

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? *Not yet performed.*

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 9 – Vegetative Waste Collection and Disposal Program

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Please describe your vegetative waste collection and disposal program. If the Public Complex contains homes where residents maintain yards, be sure to include the collection schedule and how you will notify the residents of this schedule. Attach additional pages as necessary.

Vegetative Waste Collection and Disposal Program:

Sussex County Community College (SCCC) has no homes where residents are responsible for their own yard maintenance or generate any yard waste. All maintenance of common areas is performed by SCCC employees.

A program has been developed to ensure vegetative waste from the College is collected, handled, and disposed of properly. Grass clippings and leaves are bagged and taken off-site by landscapers.

SPPP Form 10 – Regulatory Mechanisms

Public Complex Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

For each regulatory mechanism, give the date of adoption. If not yet adopted, explain the development status:

Pet Waste: Policy No. 6.1.14 adopted 1/23/07 by SCCC's Board of Trustees

Litter: Policy No. 6.1.13 adopted 1/23/07 by SCCC's Board of Trustees

Improper Waste Disposal: Policy No. 6.1.12 adopted 1/23/07 by SCCC's Board of Trustees

Wildlife Feeding: Policy No. 6.1.15 adopted 1/23/07 by SCCC's Board of Trustees

Vegetative Waste: N/A – There are no homes or residences on campus where yards are maintained.

(NOTE: If the Public Complex is not developing a vegetative waste regulatory mechanism because the Public Complex has no homes where residents maintain yards, provide that explanation above.)

Illicit Connections: Policy No. 6.1.1 adopted 1/23/07 by SCCC's Board of Trustees

What is the nature of these regulatory mechanisms and how will they be enforced?

These regulatory policies were adopted by Sussex County Community College (SCCC) into their current collection of administrative policies. These policies are enforceable by campus security. For those policies which may affect the actions of outside contractors working on campus, designated College administrative personnel are also able to enforce these policies.

The type of enforcement action will depend on the nature of the violator. For example, any SCCC student who violates a regulation will be subject to warnings and/or fines in accordance with the College's Campus policies; any College employee who violates a regulation will be subject to employee disciplinary action in accordance with **applicable employment statutes** and contracts; and any visitor who violates a regulation will be subject to ejection from College property.

SPPP Form 11 – Storm Drain Inlets (Retrofitting)

Public Complex Information

Public Complex: Sussex County Community College
 NJPDES#: NJG 0155187 PI ID #: 226885
 Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations
 Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09
 Date of completion: December 19, 2006 Date of most recent update: 02/20/18

What type of storm drain inlet design will generally be used for retrofitting?

For most projects, Sussex County Community College will use the NJDOT bicycle safe grate style and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.

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

Are you claiming any alternative device or historic place exemptions for any projects? If so, please explain.

SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

Public Complex Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Street Sweeping

Please describe the street sweeping schedule that you will maintain.

(NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.)

Sussex County Community College (SCCC) will sweep all defined areas, including parking lots and curbed streets once per month, weather and street surface conditions permitting. Sweeping events are performed by the Sussex County DPW.

Road Erosion Control Maintenance

Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form.

(NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date.)

The Sussex County Community College (SCCC) Facilities Department will monitor all roads and streets for erosion problems during day-to-day operations. All identified road erosion problems will be reported to the Director of Facilities & Campus Operations. Identified areas of erosion will be discussed and repairs prioritized.

All erosion repairs will be made in accordance with Standards for Soil Erosion and Sediment Control in NJ. The Facilities Department will maintain an inspection log, and a list of all repairs and the dates completed. An annual report will be submitted to the NJDEP describing the progress and status of the Road Erosion Control Maintenance Program.

Long Term Program

Areas of reoccurring roadside erosion will be visited more frequently than other areas. Reoccurring problems may require a more permanent solution. Roadside erosion projects will be indicated on SCCC's Annual Report & Certification.

SPPP Form 13 – Stormwater Facility Maintenance

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Please describe your annual catch basin cleaning program and schedule. Attach additional pages as necessary.

Annual Catch Basin Cleaning Requirement:

Sussex County Community College (SCCC) has implemented an annual catch basin cleaning program to remove debris and maintain catch basin function and efficiency.

If, at the time of inspection, no sediment, trash, or debris is observed in a catch basin, and that basin is determined to be functioning properly, then that catch basin will not be cleaned. All catch basins will be inspected each year, even if they were found to be “clean” the previous year.

SCCC will submit an annual report including a record of inspections, maintenance, and repairs to the NJDEP.

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.)

Stormwater Facility Maintenance Program:

Sussex County Community College has implemented a stormwater facility maintenance program to ensure all stormwater facilities operated by the college function properly. SCCC has identified the following stormwater facilities which they own or operate:

- catch basins
- storm drains
- retention basins
- swales

The stormwater facilities identified above will be inspected at least annually by SCCC maintenance staff, and any identified repairs will be made.

In addition, any new stormwater facilities installed during new construction projects will be included in this program, and inspected annually to ensure proper function.

SPPP Form 14 - Outfall Pipe Stream Scouring Remediation

Public Complex Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Describe your stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control active, localized stream and stream bank scouring. Attach additional pages as necessary.

(NOTE: Attach a prioritized list of sites observed to have scouring, date of anticipated repair, method of repair and date of completion.)

Outfall Pipe Stream Scouring Remediation Program:

SCCC has completed an initial inspection of all outfalls for signs of scouring during the outfall mapping process. SCCC will re-inspect outfalls at least once per five-year permit cycle.

If remediation is necessary, SCCC will conduct repairs in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. The College will ensure that it receives all required local, state, or federal permits, such as NJDEP stream encroachment permits, prior to starting any repairs/remediation.

Long Term Maintenance Program

All outfall pipes in which scouring has been detected and addressed in the past, should be inspected annually thereafter to ensure the associated stabilization projects were successful. Once it is determined that the scouring repairs have adequately mitigated any subsequent scouring, those outfalls can again be inspected only once during each 5-year permit term.

SPPP Form 15 – De-icing Material Storage

Public Complex
Information

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PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

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Date of most recent update: 02/20/18

De-icing Material Storage

Describe how you currently store your Public Complex's de-icing materials, and describe your inspection schedule for the storage area. If your current storage practices do not meet the de-icing material storage SBR describe your construction schedule and your seasonal tarping interim measures. If you plan on sharing a storage structure, please include its location, as well as a complete list of all concerned public entities. If you store sand outdoors, describe how it meets the minimum standard.

Sussex County Community College currently has an agreement with the County for all of their de-icing material requirements. Bagged salt is kept in the Facilities maintenance garage for walkway applications only and is not exposed to stormwater.

SPPP Form 16 – Standard Operating Procedures

Public Complex Information	Public Complex: <u>Sussex County Community College</u> NJPDES#: NJG <u>0155187</u> PI ID #: <u>226885</u> Team Member / Title: <u>Charlene Peterson / Director of Facilities & Campus Operations</u> Effective Date of Permit Authorization: <u>4/1/04, renewal 3/1/09</u> Date of completion: <u>December 19, 2006</u> Date of most recent update: <u>02/20/18</u>
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BMP	Date SOP went into effect.	Describe your inspection schedule.
Fueling Operations (including the required practices listed in Attachment D of the permit)	N/A	<i>There is no bulk fueling on the Sussex County Community College campus. All fueling is done through the County or at local gas stations.</i>
Vehicle Maintenance (including the required practices listed in Attachment D of the permit)	<i>January 2007</i>	<i>Limited vehicle maintenance is conducted on-site. Large repairs are contracted out and takes place off-site. Inspections will be conducted once a month to ensure compliance with the vehicle maintenance SOP.</i>
Good Housekeeping Practices (including the required practices listed in Attachment D of the permit) Attach inventory list required by Attachment D of the permit.	<i>January 2007</i>	<i>Inspections will be conducted once a month to ensure compliance with SCCC's good housekeeping SOP.</i>

SPPP Form 17 – Employee Training

Public Complex
Information

Public Complex: Sussex County Community College

NJPDES#: NJG 0155187

PI ID #: 226885

Team Member / Title: Charlene Peterson / Director of Facilities & Campus Operations

Effective Date of Permit Authorization: 4/1/04, renewal 3/1/09

Date of completion: December 19, 2006

Date of most recent update: 02/20/18

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

Employee Training Program:

The Sussex County Community College Director of Facilities and Campus Operations conducts mandatory monthly meetings with all facilities personnel. On predetermined months, Power Point presentations and informational sessions will be carried out at these meetings. Copies of training content and sign-in sheets are kept with the Director of Facilities & Campus Operations.