

Stormwater Pollution Prevention Plan

Millstone Township

Monmouth County

NJPDES #NJG0153532

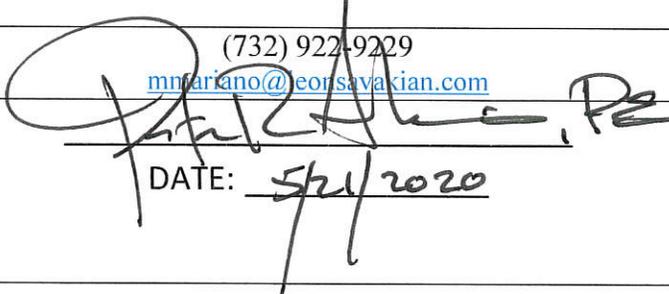
Revised – May 21, 2020

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Peter R. Avakian, P.E. /Stormwater Program Coordinator
Office Phone # and eMail	(732) 922-9229 mmariano@eorsavakian.com
Signature/Date	 DATE: <u>5/21/2020</u>
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Matt Shafai, P.E. /Township Engineer
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Kevin Abernethy/Administrator Public Notice Coordinator
Print/Type Name and Title	Dan Specht Public Works Manager
Print/Type Name and Title	Dan Specht Code Enforcement Officer/Zoning Officer
Print/Type Name and Title	

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.				
2.				
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	https://www.millstonenj.gov/public_works_main.html
2. Date of most current SPPP:	May 21, 2020
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.millstonenj.gov/public_works_main.html
4. Date of most current MSWMP:	March 21, 2008
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://www.millstonenj.gov/meeting_agendas.html
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	<p>The Township of Millstone provides public notice of meetings in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.). The Township also provides public notice for municipal actions in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D –1 et seq.).</p>

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

Public education and outreach events are advertised on the Township website at <http://www.millstonenj.gov/> and with fliers and public announcements at Township Council meetings. Millstone Township also publishes a Township Newsletter which is available on the Township website at http://www.millstonenj.gov/newsletters_main.html. Additional educational materials are available to the public at the Municipal Building located at 470 Stage Coach Road.

2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

Educational information is conveyed to businesses and the general public via the Township website, the Township Newsletter, and through fliers posted at Township facilities.

3. Indicate where public education and outreach records are maintained.

Public education and outreach records are maintained at the Municipal Clerk's office.

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?
As per the Millstone Township Stormwater Control Ordinance " <i>Major development</i> " means any "development" that provides for ultimately disturbing one (1) or more acres of land or increasing impervious surface by one-quarter (1/4) acre or more. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation. Projects undertaken by any government agency which otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. are also considered "major development."
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
No, residential and non-residential projects are approached the same way.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
The Millstone Township Zoning Board of Adjustment Engineer evaluates all "major development" applications for compliance with the Stormwater Control Ordinance and makes a recommendation to the Zoning Board of Adjustment. The Zoning Board of Adjustment will grant an "approval" if the application is found to be compliant with the Stormwater Control Ordinance.

<p>4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.</p>	
	<p>The Zoning Board of Adjustment Engineer reviews all major development applications for compliance with the Stormwater Control Ordinance (SCO) and the Residential Site Improvement Standards (RSIS). Any application before the Zoning Board of Adjustment will not be approved unless it complies with both the SCO and the RSIS.</p>
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>Yes</p>
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>Records associated with major development projects are on file in the Municipal Clerk's office located in the Municipal Building.</p>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	12/7/2005	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer or any law enforcement officer
2. Wildlife Feeding permit cite IV.B5.a.ii	12/7/2005	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer or any law enforcement officer
3. Litter Control permit cite IV.B5.a.iii	12/7/2005	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer or any law enforcement officer
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	12/7/2005	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	12/7/2005	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer or any law enforcement officer
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	12/15/2010	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	6/16/2004	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer or Township Engineer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	12/7/2005	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	12/15/2010	https://clerkshq.com/Millstone-nj	Yes	Code Enforcement Officer or any law enforcement officer
Indicate the location of records associated with ordinances and related enforcement actions:				
Records associated with ordinances are located in the Municipal Clerk's office and records related to enforcement actions are located in the Code Enforcement office.				

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
Not applicable. There are no streets in Millstone Township that are required to be swept by the NJPDES permit.
2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
No streets under Millstone Township's jurisdiction are swept.
3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
No
4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.
Not applicable.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1.	Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
	Catch basins and storm drain inlets are cleaned throughout the year. If debris or leaves are present the location is noted and scheduled for cleaning. Maintenance of catch basins and storm drain inlets is conducted on an as needed basis.
2.	List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
	None
3.	Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
	Not applicable.
4.	Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
	Storm drain inlet labels are inspected at the time of catch basin inspection. Non-permanent storm drain inlet labels found to be missing or damaged are scheduled for repair or replacement.
5.	Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
	Records associated with the inspection and cleaning of catch basins and storm drain inlets are on file at the Public Works Department office.

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
As part of the annual Road Improvement Program storm drain inlets are retrofitted if needed when the road is resurfaced.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
An inspector from the Township Engineer's office verifies that the appropriate storm drain inlet was installed during the resurfacing.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
Millstone Township Ordinance #2010-31 requires that storm drain inlets on private property be retrofitted or replaced to meet the design standard as specified in the ordinance when the roadway is repaved, repaired, resurfaced, reconstructed or altered.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
Before Final Approval is issued the Code Enforcement Officer or Township Engineer will inspect the storm drain inlets for compliance with Ordinance #2010-31.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:

The Millstone Township Public Works Yard is located at 899 Perrineville Road.

List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:

Raw materials – None

Intermediate products – None

Final products – None

Waste materials – None

By-products – None

Machinery – DPW vehicles and employee vehicles

Fuel – None

Lubricants – None

Solvents – None

Detergents related to municipal maintenance yard or ancillary operations – None

Other – None

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

1. Fueling Operations

The fueling station for Township vehicles is located at the Municipal Yard. Records and SOPs associated with the fueling station are maintained on site.

2. Vehicle Maintenance

Vehicle maintenance is conducted at the Monmouth County Transportation Garage for large repairs. Small repairs and service are conducted at the Public Works Garage. Records and SOPs associated with vehicle maintenance are kept on site.

3. On-Site Equipment and Vehicle Washing

See permit attachment E for certification and log forms for Underground Storage Tanks.

Equipment and vehicles in need of washing are taken to the Monmouth County Reclamation Center Vehicle Wash Facility.

4. Discharge of Stormwater from Secondary Containment

Not applicable.

5. Salt and De-Icing Material Storage and Handling
The Township maintains a storage shed for salt.
6. Aggregate Material and Construction Debris Storage
Aggregate materials are stored in bins. No construction debris is stored at the Municipal Yard.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
Catch basin clean out material is collected and disposed of at the Monmouth County Reclamation Center.
8. Yard Trimmings and Wood Waste Management Sites
Yard trimmings and tree parts are collected at 15 Baird Road, Millstone Township.
9. Roadside Vegetation Management
Not applicable. The Township does not spray along roadsides for weed control.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

A. Municipal Employee Training: Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Public Works Department
2. Stormwater Facility Maintenance	Every year	Public Works Department
3. SPPP Training & Recordkeeping	Every year	Public Works Department
4. Yard Waste Collection Program	Every 2 years	Public Works Department
5. Street Sweeping	Every 2 years	Public Works Department
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Public Works Department
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Public Works Department
8. Waste Disposal Education	Every 2 years	Public Works Department
9. Municipal Ordinances	Every 2 years	Township Engineer
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Township Engineer

B. Municipal Board and Governing Body Members Training: Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.

The training of elected and appointed individuals who review and approve applications for development and redevelopment projects in the Borough is ongoing.

C. Stormwater Management Design Reviewer Training: All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.

The Township Engineer has completed the required training and maintains the NJDEP certification of completion at his office.

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

The Millstone Township Stormwater Outfall map is posted on the Township website at:

https://www.millstonenj.gov/public_works_main.html

Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

Each municipal outfall is inspected at least once every 5 years. During the inspection process the outfall is evaluated for illicit discharges and stream scouring. Records associated with the inspection of outfalls are maintained at the Department of Public Works office.

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

Stormwater outfalls are evaluated for scouring during the inspection process. Outfalls with scouring are prioritized for repair or restoration within the constraints of the existing budget and certified annually.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.

Outfalls are inspected for evidence of a dry weather flow. If a dry weather flow is observed additional physical information is collected and an investigation is conducted. An Illicit Connection Inspection Report Form is completed to assist with the determination of the source of the dry weather flow.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

<p>1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.</p>
<p>The Township of Millstone maintains a list of stormwater facilities owned or operated by the Township. To the extent practicable with existing resources, the facilities are inspected to ensure proper function and operation and certified annually. Facilities found not to be functioning properly are scheduled for the necessary preventative and corrective maintenance and/or repairs.</p>
<p>2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.</p>
<p>The Township of Millstone maintains a list of stormwater facilities not owned by the Township. To the extent practicable with existing resources, these facilities are inspected and deficiencies brought to the attention of the owner/operator. Follow-up inspections are conducted to insure compliance.</p>
<p>3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.</p>
<p>Stormwater Facilities Inspection and Maintenance Logs are located at the Department of Public Works office.</p>
<p>Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).</p> <p><i>Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see https://hydro.rutgers.edu. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.</i></p>

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwg/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

As of May 18, 2020 the following adopted TMDLs were identified for Millstone Township:

Applicable Stream TMDL(s)

Total Maximum Daily Loads for Fecal Coliform to Address 48 Streams in the Raritan Water Region.

Fecal Coliform - 2003: Cranbury Brook, Manalapan Brook, Millstone River, Rocky Brook.

Total Maximum Daily Loads for Fecal Coliform to Address 27 Streams in the Lower Delaware Water Region. Fecal Coliform - 2003: Doctors Creek.

Total Maximum Daily Loads for Fecal Coliform to Address 31 Streams in the Atlantic Water Region.

Fecal Coliform - 2003: Metedeconk River North Branch, Haystack Brook, Muddy Ford Brook, Titmouse Creek, Snipe Creek, Toms River.

Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide. Mercury - 2010: Manalapan Bk(incl LkManlpn to 40d16m15s), Mercury - 2011: Assunpink Creek (NewSharon Br to/incl Lake), Mercury - 2017: Rocky Brook (below Monmouth Co line).

Total Maximum Daily Loads for Polychlorinated Biphenyls (PCBs) for Zones 2 - 5 of the Tidal Delaware River. Polychlorinated Biphenyls (PCBs) - 2003: Doctors Creek (Allentown to 74d28m40s), Doctors Creek (above 74d28m40s), Lahaway Creek (above Prospertown).

Total Maximum Daily Load Report For the Non-Tidal Raritan River Basin Addressing Total Phosphorus, Dissolved Oxygen, pH and Total Suspended Solids Impairments.

Total Phosphorus - 2016: Cranbury Brook (above NJ Turnpike), Millstone R (Applegarth road to Rt 33), Millstone River (above Rt 33), Rocky Brook (above Monmouth Co line), Rocky Brook (below Monmouth Co line).

Total Suspended Solids - 2016 : Cranbury Brook (above NJ Turnpike), Millstone River (Applegarth road to Rt 33), Millstone River (above Rt 33), Rocky Brook (above Monmouth Co line), Rocky Brook (below Monmouth Co line).

Total Maximum Daily Loads for Phosphorus to Address 4 Stream Segments Annaricken Brook, Barkers Brook North Branch and Doctors Creek. Total Phosphorus - 2007: Doctors Creek.

Total Maximum Daily Loads for Phosphorus to Address 3 Stream Segments in the Atlantic Coastal Water Region. Total Phosphorus - 2005: Metedeconk R North Branch.

Applicable Lake TMDL(s)

Total Maximum Daily Loads for Pathogens to Address 18 Lakes in the Atlantic Coastal Water Region. Fecal Coliform – 2007: Carasaljo Lake.

Total Maximum Daily Loads for Phosphorus To Address 13 Eutrophic Lakes in the Lower Delaware Water Region. Total Phosphorus – 2003: Imlaystown Lake.

Total Maximum Daily Loads for Phosphorus To Address 6 Eutrophic Lakes in the Raritan Water Region. Total Phosphorus – 2003: Manalapan Lake.

Applicable Shellfish TMDL(s)

Fourteen Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 13. Total coliform – 2006: Barnegat Bay-D, Metedeconk-A, Barnegat Bay-L, Toms River-A.

2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.

The applicable TMDLs have been reviewed and control measures to reduce loadings to the identified waterbodies have been implemented by Millstone Township. These include measures to eliminate “illicit connections”, adopt and enforce a pet waste ordinance, prohibit the feeding of wildlife, clean catch basins, perform good housekeeping at the maintenance yard, and provide related public education and employee training.

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.

Digital Mapping – Millstone Township has mapped their entire stormwater infrastructure system from inlet to outfall in GIS format. Each outfall has an alphanumeric identifier and the receiving waterbody has been identified. Additionally every catch basin is indicated and numbered on the infrastructure map. There are 250 outfalls, 2,332 catch basins, and 113 other stormwater structures. The Millstone Township Stormwater Infrastructure map is posted on the Public Works webpage at: https://www.millstonenj.gov/public_works_main.html.

2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?

Yes, Ordinance 2010-31 was adopted on December 15, 2010.