

STORMWATER POLLUTION PREVENTION PLAN

BYRAM TOWNSHIP SUSSEX COUNTY, NEW JERSEY

PREPARED FOR:

Byram Township
10 Mansfield Drive
Stanhope, NJ 07461

PREPARED BY:



Harold E. Pellow & Associates, Inc.
Consulting Engineers
17 Plains Road
Augusta, New Jersey 07822-9704

August 2019

A handwritten signature in black ink, appearing to read 'Cory L. Stoner', written over a horizontal line.

Cory L. Stoner, P.E., C.M.E
New Jersey Professional Engineer License #41027

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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	Joseph Sabatini, Township Manager
Office Phone # and email	(973) 347-2500 x 129, jsabatini@byramtwp.org
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Cory L. Stoner, C.M.E., P.E., Township/Planning Board Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Doris Flynn, Byram Township Clerk
Print/Type Name and Title	Michael Orgera, Byram Department of Public Works Superintendent
Print/Type Name and Title	Cindy Church, Byram Planning & Development Coordinator
Print/Type Name and Title	

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SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Forms Changed	Reason for Revision
1.	04/01/17		All	To revise outdated information
2.	August 2019		All	Revise information as per updated forms
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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.byramtwp.org/useruploads/docs/Byram_Township_SPPP - 2019 Update.pdf
2. Date of most current SPPP:	August 2019
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.byramtwp.org/useruploads/docs/Byram_Stormwater_Management_Plan.pdf
4. Date of most current MSWMP:	August 2019
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	<p>Planning Board - https://www.byramtwp.org/index.php/town_hall/committees_detail/planning_board</p> <p>Public Notice on website: www.byramtwp.org all records are kept at the Township Municipal Building 10 Mansfield Drive, Stanhope, NJ 07874</p>
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>For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law", N.J.S.A. 10:4-6 et seq.), Byram Township provides notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, Byram Township provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), Byram Township complies with those requirements.</p>	

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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 events are advertised on the Township website: www.byramtwp.org
Materials are available at the Township Municipal Building located at:

10 Mansfield Drive, Stanhope, NJ 07874

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.

Each year the Township Manager sends out a letter to all businesses and residents regarding stormwater pollution. The letter can be found at:

<https://www.byramtwp.org/useruploads/files/2018%20Stormwater%20Mailing.pdf>

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

Public education and outreach records are maintained at the
Township Municipal Building
10 Mansfield Drive
Stanhope, NJ 07874

Please contact:

Donna Fett, DPW/Environmental Commission Secretary/Tax Assessor Assistant

**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'?

The municipality uses the definition of 'major development' found in the New Jersey Stormwater Management Rules (N.J.A.C. 7:8)

"Major development" means any "development" that provides for ultimately disturbing one or more acres of land or increasing impervious surface by one-quarter 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?

When it comes to a 'major development' the Township does not approach residential project differently than non-residential projects.

3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?

Any municipal projects which would constitute a 'major development' are reviewed by the Township Engineer to assure that a project is designed in compliance with the stormwater control ordinance.

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.

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<p>Major projects are reviewed for compliance when they are presented to the Planning Board for review. The project is reviewed by the Planning Board Engineer to assure then reviewed for compliance with the Stormwater Control Ordinance and Residential Site Improvement Standards in regards to nonstructural strategies, water quantity, water quality and groudwater recharge.</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>Township Municipal Building 10 Mansfield Drive, Stanhope, NJ 07874</p>

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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	05/14/02	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Animal Control Officer/Board of Health/Police Department/Township Manager
2. Wildlife Feeding permit cite IV.B.5.a.ii	12/05/05	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Animal Control Officer/Board of Health/Police Department/Township Manager
3. Litter Control permit cite IV.B.5.a.iii	09/08/87	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Township Manager or his designee
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	12/05/05	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Township Manager or his designee
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	04/03/06	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Zoning Officer
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	08/16/10	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Road Department Superintendent
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	04/03/06	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Township Attorney/ Engineer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	12/05/05	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Road Department Superintendent
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	08/16/10	https://www.byramtownship.org/index.php/services/stormwater_mgmt	Yes	Township Manager or his designee

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Indicate the location of records associated with ordinances and related enforcement actions:

Township Municipal Building
10 Mansfield Drive, Stanhope, NJ 07874

No known enforcement actions have been taken to date.

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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.

All Municipally owned roads are swept in the spring each year, usually April and May. There is no shared service agreement for sweeping between the Township and and other Municipality.

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.

The Township does not sweep any roads which are not required.

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

No, they do not.

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.

Sweeping records are kept by the Byram DPW Superintendent.

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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 are inspected periodically throughout the year. Cleaning of catch basins takes place primarily in the spring and fall.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
There are no known catch basins with recurring problems.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
If any basin or drain are found to be in need of attention they are addressed as soon as possible.
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 drains in the Municipality are labeled as required by the Municipal Stormwater Regulation Program.
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.
Sweeping records are kept by the Byram DPW Superintendent.

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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.
Each year there are a number of roads which are repaved within the Municipality. When a road is repaved all storm drains on that road are retrofitted.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
In the planning process for each roadway improvement, an inventory of inlets is taken and it is noted if inlets need to be retrofitted. Any inlets found to be in need of retrofiting are then included in the Municipal improvement project.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
The municipality has created an ordinance which requires retrofiting of all privately owned storm drain inlets which are in direct contact with repaving. The states violation times and penalties.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
If there are privately owned roadways on the Municipality are resurfaced, representatives from the DPW would monitor this road and note when the resurfacing is complete. The Township would then notify the entity in charge (i.e. Condo Association) to inform them that inlet retrofiting must be completed.

**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:

10 Mansfield Drive, Stanhope, NJ 07874

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 – Not stored outside

Intermediate products – Not stored outside

Final products – Not stored outside

Waste materials – Not stored outside

By-products – Not stored outside

Machinery – Front end loader and a rolloff are stored outside throughout the year.

Fuel – Not stored outside

Lubricants – Not stored outside

Solvents – Not stored outside

Detergents related to municipal maintenance yard or ancillary operations – Not stored outside

Other –

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<p>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.</p> <p>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.</p>
<p>1. Fueling Operations</p>
<p>We have compiled a list of fueling locations within the municipal maintenance yard. SOP's are in place to ensure safe fueling operations.</p>
<p>2. Vehicle Maintenance</p>
<p>Vehicle maintenance is done inside whenever possible. If maintenance is required to be completed outdoors precautions are taken to ensure fuel and oil can not reach storm drains.</p>
<p>3. On-Site Equipment and Vehicle Washing</p> <p><i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i></p>
<p>Onsite Equipment and vehicle washing is conducted within a vehicle washing facility Located within the municipal maintenance yard. Wastewater from vehicle and equipment Washing is discharged in to the sanitary sewer infrastructure located on the premises.</p>
<p>4. Discharge of Stormwater from Secondary Containment</p>

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N/A
5. Salt and De-Icing Material Storage and Handling
De-icing salt and sand are stored within a salt dome located at the municipal complex.
6. Aggregate Material and Construction Debris Storage
Aggregate material is stored for short periods of time at the municipal maintenance yard prior to disposal. Material stored for long periods of time are not located in close proximity to storm drains.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
If necessary, street sweepings and catch basin clean out materials are stored for short periods of time at the municipal maintenance yard prior to disposal. Materials piles are not stored in close proximity to storm drains.
8. Yard Trimmings and Wood Waste Management Sites
Yard Trimmings are stored for short periods of time at the municipal maintenance yard prior to disposal. Material stored for long periods of time are not located in close proximity to storm drains.

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9. Roadside Vegetation Management

The Municipality conducts roadside vegetation management through cutting of material.
Herbicides are not applied.

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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	DPW
2. Stormwater Facility Maintenance	Every year	DPW
3. SPPP Training & Recordkeeping	Every year	Township Engineer or Designee
4. Yard Waste Collection Program	Every 2 years	DPW
5. Street Sweeping	Every 2 years	DPW
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	DPW
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	DPW
8. Waste Disposal Education	Every 2 years	Township Manager or Designee
9. Municipal Ordinances	Every 2 years	Township Manager or Designee
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Planning Board 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.

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.

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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.

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.

Outfall pipes are inspected annually by the DPW and records are kept by the DPW at their yard.

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.

During yearly inspections any scour conditions will be noted. All sites will be placed on a prioritized list and repairs will be made in accordance to Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits will take priority.

Repairs will be with an inspected within six months to ensure that scour has not resumed. All records are kept by the DPW at their yard.

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.

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Yearly inspection of outfall structures will be conducted during a dry period so illicit connections can be noted. Record cases of illicit connections shall be noted in a report kept at the DPW yard.

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SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

Basins are regularly inspected during periodic mowing during the year. Preventative and corrective maintenance includes; removal of sediment, trash and debris; mowing, pruning and restoration of vegetation; restoration of eroded areas; elimination of mosquito breeding habitat; control of aquatic vegetation; and repair and replacement of damaged or deteriorated components.

Maintenance will also be conducted as per directed in the Maintenance Manual for the specific facility.

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.

The Township is in the process of developing a program to ensure maintenance of these facilities which may include fines and or penalties if documentation of maintenance is not provided to the Municipality Yearly.

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.

Maintenance logs will be kept at the DPW yard.

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).

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/.

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/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality’s MS4 program.
1. Total Maximum Daily Loads for Fecal Coliform to Address 28 Streams in the Northwest Water Region, Approved: September 29, 2003. Affected water bodies: Musconetcong River at Lockwood and the Musconetcong River at Beattystown.
2. Total Maximum Daily Loads for Fecal Coliform to Address 10 Streams in the Northwest Water Region, Approved: September 15, 2005. Affected water body: Musconetcong River at Lockwood.
3. Total Maximum Daily Loads for Pathogens to Address 11 Lakes in the Northwest Water Region, Adopted: October 19, 2009. Affected water bodies: Forest Lake, Lackawanna Lake, Lake Mohawk. Pathogen: fecal coliform.
4. Total Maximum Daily Loads for Phosphorus to Address 4 Eutrophic Lakes in the Northwest Water Region, Approved: September 17, 2003. Affected water bodies: Cranberry Lake and Lake Musconetcong.
5. Total Maximum Daily Loads for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14’s Statewide, Adopted: June 10, 2010.
2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.

By identifying sources of water pollution noted in TMDL documents, the Municipality can focus on specific activities which can address specific pollutants. Each year the Township sends out a letter to all residents and business owners discussing sources of stormwater pollution including pet waste, fertilizers and effluent from failing or poorly maintained septic systems, which is directly related to the adopted TMDL reports.

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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.

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

Yes
