TOWNSHIP OF BORDENTOWN
TOWNSHIP COMMITTEE REGULAR MEETING AGENDA

DATE: FEBRUARY 10, 2020 TIME: 7:00 P.M. MEETING ROOM, MUNICIPAL BUILDING

1. Roll Call

PRESENT	ABSENT	
_____	_____	Mayor Benowitz
_____	_____	Deputy Mayor Holliday
_____	_____	Committeeman Fuzy
_____	_____	Committeeman Kostoplis
_____	_____	Committeeman Mason
_____	_____	Administrator Theokas
_____	_____	Clerk Carrington
_____	_____	Attorney Fahey
_____	_____	Chief Financial Officer Elsasser

2. Resolution #2020-2-10 to Meet in Closed Session

BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby exclude the public to meet in Closed Executive Session for the purpose of discussing:

- Attorney/Client Privilege: Municipal Complex

The minutes of the closed session may be disclosed to the public when it is determined that the above matter(s) no longer require confidentiality.

3. Salute to the Flag and Moment of Silence

4. Open Public Meeting Announcement & Fire Announcement

This meeting is called pursuant to the provision of the Open Public Meeting Act. On January 8, 2020, a notice of the 2020 meeting schedule was sent to the *Burlington County Times* and *The Times* and was subsequently published by the *Burlington County Times* on January 10, 2020. The notice is posted on the bulletin boards in the Municipal Building and has remained continuously posted as required under the statute. In addition, a copy of the notice is available to the public and is on file in the office of the Township Clerk.

Proper notice having been given, the Township Clerk is directed to include this statement in the minutes of the meeting. The proceedings of this meeting, which are open to the public, are being electronically recorded and will act as the minutes of the meeting in conjunction with the abbreviated form of the minutes. Minutes are kept for all meetings, whether open or closed to the public.

In case of an emergency, please note the location of the fire exits. They are in rear and left side of the room. In the case of a fire, do not use the elevator. Assistance will be provided to those in need.

5. Mayoral Proclamations recognizing February as Black History Month

6. Correspondence:

a. January 13, 2020 memorandum from Burlington County Public Works regarding Municipal Agreement Forms for Aerial Larval/Adult Mosquito Control Activities
<u>ACTION NEEDED</u>: Authorization for Township Administrator to (sign/decline) Aerial Mosquito Control

b. January 24, 2020 memorandum from Michael Theokas, Acting Community Development Director regarding the Report on Variance Applications heard by the Zoning Board of Adjustment during the 2019 Calendar Year; No Action Needed

7. Administrative Review of Agenda

8. CONSIDERATION OF CONSENT AGENDA ITEMS:

a. Township Committee Review and Discussion of Consent Agenda Items

b. Public Comment on Consent Agenda Items

9. CONSENT AGENDA: Motion, Second and Roll Call to adopt Resolutions #2020-50 to #2020-58

a. Resolution #2020-50 entitled APPROVING ROUTINE BUSINESS: MINUTES OF MEETINGS

b. Resolution #2020-51 entitled AUTHORIZING REFUND OF OVERPAYMENT OF PERMIT FEES

c. Resolution #2020-52 entitled RESOLUTION AUTHORIZING BUDGET TRANSFERS

d. Resolution #2020-53 entitled RESOLUTION AUTHORIZING AN EXCHANGE OF CONSTRUCTION UCC CODE SERVICES FOR CONFLICT OF INTEREST AND EMERGENCY SITUATIONS

e. Resolution #2020-54 entitled RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN AUTHORIZING THE RENEWAL OF THE TERM OF AN INTERLOCAL SERVICES AGREEMENT WITH BORDENTOWN CITY, MANSFIELD, CHESTERFIELD, NORTH HANOVER AND SPRINGFIELD TOWNSHIPS CONCERNING EXTRA DUTY ASSIGNMENT OF POLICE OFFICERS

f. Resolution #2020-55 entitled RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT FOR POLICE CAR LETTERING BETWEEN THE TOWNSHIP OF BORDENTOWN AND CITY OF BORDENTOWN

g. Resolution #2020-56 entitled RESOLUTION ACCEPTING THE PROPOSAL FROM TUREK CONSULTING, LCC AND DESIGN FOR GENERATIONS FOR THE TERRY FIELD ENHANCEMENT AND BEAUTIFICATION PROJECT – PHASE II

h. Resolution #2020-57 entitled RESOLUTION ACCEPTING THE PROPOSAL FROM RUSSELL REID FOR PICK UP, TRANSPORTATION AND DISPOSAL OF NON-HAZARDOUS MONITORING WELL PURGE WATER AND SOIL CUTTINGS

i. Resolution #2020-58 entitled APPROVING ROUTINE BUSINESS: PAYMENT OF BILLS

10. Ordinance #2020-03 entitled AN ORDINANCE TO AMEND ORDINANCE #2019-07 ENTITLED AN ORDINANCE TO ESTABLISH TITLES AND SALARY RANGES FOR PERMANENT AND PROVISIONAL EMPLOYEES

a. Public Hearing

b. Consideration of Adoption

11. Introduction of Ordinance #2020-04 entitled AN ORDINANCE OF THE TOWNSHIP OF BORDENTOWN AMENDING SECTION 15.04.020 OF THE BORDENTOWN TOWNSHIP MUNICIPAL CODE TO ESTABLISH PERMIT AND FEE SCHEDULE

12. New Business

    a. New 2020 Trash Pick-Up System

    b. Open Space Diversion Public Scoping Hearing to be held on March 2, 2020 at 6 p.m.

13. Administrator's Report

14. Township Committee Liaison Reports

15. Public Participation: Questions, comments or statements from members of the public in attendance

16. Final Comments from Township Committee

17. Motion to Adjourn – Next Township Committee Meeting scheduled for Monday, February 24, 2020.

ALL LEGISLATION LISTED ABOVE IS SUBJECT TO CHANGE UNTIL IT IS OFFICIALLY ADOPTED BY THE GOVERNING BODY.

RESOLUTION 2020-2-10

RESOLUTION TO MEET IN CLOSED EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee of the Township of Bordentown wishes to discuss:

- Attorney/Client Privilege: Municipal Complex

WHEREAS, minutes of the closed session will be kept and not be made public until the above matters no longer require confidentiality.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby exclude the public to meet in Closed Executive Session on February 10, 2020 for the purpose of discussing the above matters.

Office of the Mayor
Township of Bordentown

Proclamation

WHEREAS, Black History Month is held in February every year honoring all the successes and struggles of African Americans throughout United States history including the Civil Rights Movement; and

WHEREAS, there are many people who have made a huge impact on the lives of African Americans in the United States such as Martin Luther King Jr. who as a social activist and a Baptist minister played a key role in the Civil Rights Movement from the mid 1950's until his assassination in 1968; and

WHEREAS, Jackie Robison was the first African American professional baseball player who played for the Brooklyn Dodgers and started at first base on April 15, 1947 which broke the "color barrier" in Major League Baseball; and Joe Louis, nicknamed "Brown Bomber," was the Heavyweight Champ of the World from 1937-1949 and set a new world record; and

WHEREAS, Sojourner Truth was an Evangelist, Abolitionist and Women's Rights Activist who lived a difficult life as a slave until she escaped to freedom in 1826 and is known for her inspiring speech called, "Ain't I a Woman" delivered at the Ohio Women's Conference in 1851; and Rosa Parks who helped initiate the Civil Rights Movement by refusing to give up her seat to a white man on a Montgomery, Alabama bus in 1955 inspired black leaders to organize the "Montgomery Bus Boycott"; and

WHEREAS, every United States President since 1976 has designated February as Black History Month and has given each year a theme and this year's theme is "African Americans and the Vote".

I, THEREFORE, Mayor, of the Township of Bordentown, County of Burlington and State of New Jersey, do hereby proclaim and recognize the outstanding achievements that are celebrated and highlighted especially during Black History Month in February and encourage the educators, librarians, public officials and residents of our township to observe February as Black History Month by participating in appropriate programs and ceremonies that reflect the immense accomplishments of African Americans.

_____

STEVE BENOWITZ
MAYOR

RESOLUTION #2020-50

APPROVING ROUTINE BUSINESS: MINUTES OF MEETINGS

BE IT RESOLVED by the Township Committee of the Township of Bordentown that the Regular and Closed Session Meeting Minutes of January 27, 2020; as submitted by the Clerk, are hereby approved as (_____ submitted) (_____ corrected) and authorized to be posted to the Municipal Bulletin Board and website.

RESOLUTION #2020-51

AUTHORIZING REFUND OF OVERPAYMENT OF PERMIT FEES

BE IT RESOLVED, by the Township Committee of the Township of Bordentown that, as requested by the Chief Financial Officer, it hereby authorizes a refund of overpayment of permit fees in the amount of $314.00 to Munish Sood.

2/13/20
JCE

RESOLUTION #2020-52

RESOLUTION AUTHORIZING BUDGET TRANSFERS

BE IT RESOLVED by the Township of the Township of Bordentown that it hereby approves and authorizes the Chief Financial Officer to make the following 2019 Budget Appropriation transfers pursuant to N.J.S.A. 40A:4-58:

ACCOUNT NUMBER	NAME	DEBIT	CREDIT
9-01-20-100-215	Admin- O/E	$ 100.00	
9-01-20-130-215	Finance - O/E	$ 300.00	
9-01-25-275-200	Municipal Prosecutor	$ 4,000.00	
9-01-42-100-215	EMS - O/E	$ 2,000.00	
9-01-43-490-215	Mun Court - O/E	$ 4,500.00	
9-01-20-100-100	Admin - S/W		$ 100.00
9-01-20-130-100	Finance - S/W		$ 300.00
9-01-26-290-100	Streets/Roads - S/W		$ 4,000.00
9-01-42-100-100	EMS - S/W		$ 2,000.00
9-01-25-240-215	Police - O/E		$ 4,500.00
TOTAL		$ 10,900.00	$ 10,900.00

RESOLUTION #2020-53

RESOLUTION AUTHORIZING AN EXCHANGE OF CONSTRUCTION UCC CODE SERVICES FOR CONFLICT OF INTEREST AND EMERGENCY SITUATIONS

WHEREAS, NJAC 5:23-4.5 (j), sets forth the circumstances under which a conflict of interest or an emergency would arise for municipal Construction Officials, Subcode Officials and Inspectors; and

WHEREAS, it is in the Township's best interest to have a plan in place which will provide for these services in the event a conflict of interest or an emergency arises; and

WHEREAS, the Township of Bordentown wishes to authorizes an exchange of construction code services with the Township of Florence, the Township of Mansfield, the Township of North Hanover and the Township of Lumberton, to exchange the services of their Construction Officials, Subcode Officials and Inspectors as needed to comply with NJAC 5:23-4.5 (j);

NOW, THEREFORE, BE IT RESOLVED by the Township of Bordentown, in the County of Burlington, State of New Jersey, as follows:

1. The Township Committee of the Township of Bordentown hereby authorizes the exchange of Construction Code Services with the Township of Florence, Township of Mansfield, Township of North Hanover and Township of Lumberton for conflict of interest or emergency situations.

2. The Mayor, Clerk and other appropriate officials are hereby authorized to execute any documents necessary to have the work performed in connection with the services outlined above.

RESOLUTION #2020-54

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN AUTHORIZING THE RENEWAL OF THE TERM OF AN INTERLOCAL SERVICES AGREEMENT WITH BORDENTOWN CITY, MANSFIELD, CHESTERFIELD, NORTH HANOVER AND SPRINGFIELD TOWNSHIPS CONCERNING EXTRA DUTY ASSIGNMENT OF POLICE OFFICERS

WHEREAS, Mansfield Township, Bordentown Township, Bordentown City, Chesterfield Township, North Hanover Township and Springfield Township are neighboring Townships in northern Burlington County; and

WHEREAS, their Police Departments provide traffic control and other off-duty police services to third parties; and

WHEREAS, the municipalities often rely upon each other for additional officers to provide such services to third parties; and

WHEREAS, the Township of Bordentown has entered into an Interlocal Services Agreement with the aforementioned Townships which requires annual renewal; and

WHEREAS, the Bordentown Township Police Department agrees to accept the rate in effect for off-duty police services to third parties of the municipality in which the officer is providing services; and

WHEREAS, the Township of Bordentown wishes to renew the Interlocal Services Agreement in accordance until December 31, 2020;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, County of Burlington, New Jersey, that the Mayor and Township Clerk are hereby authorized and directed to notify the Townships of Mansfield, Chesterfield, North Hanover and Springfield and the City of Bordentown that the Township Committee has elected to renew the agreement for the ensuing year until December 31, 2020, and provide each Township with a certified copy of this Resolution.

RESOLUTION #2020-55

RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT FOR POLICE CAR LETTERING BETWEEN THE TOWNSHIP OF BORDENTOWN AND CITY OF BORDENTOWN

WHEREAS, the Township of Bordentown is agreeable to contract with the City of Bordentown to provide Police car lettering to the City of Bordentown; and

WHEREAS, the Township of Bordentown has agreed to provide these services to the City of Bordentown at prices listed in the agreement; and

WHEREAS, such agreements are authorized pursuant to N.J.S.A. 40A:65-1 *et seq.*; and

WHEREAS, this agreement is in the best interest of the Township of Bordentown.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, in the County of Burlington, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute a Shared Services Agreement between the Township of Bordentown and the City of Bordentown for Police Car Lettering; and

BE IT FURTHER RESOLVED that the agreement shall take effect upon the execution of agreement by the parties in accordance with N.J.S.A. 40A:65-1 *et seq.*; and

BE IT FURTHER RESOLVED that a copy of this resolution and agreement shall be forwarded to the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:65-4(3)b.

RESOLUTION #2020-56

RESOLUTION ACCEPTING THE PROPOSAL FROM TUREK CONSULTING, LCC AND DESIGN FOR GENERATIONS FOR THE TERRY FIELD ENHANCEMENT AND BEAUTIFICATION PROJECT – PHASE II

WHEREAS, there is a continued desire to enhance Terry Field in the Township of Bordentown including the installation of play equipment, a stone dust walking path, site furniture and a picnic grove and the restoration of the basketball court including new posts, backboards and rims along with public improvements at Constitution Drive; and

WHEREAS, the Turek Consulting LLC and Design for Generations have provided a proposal of services for said purpose; and

WHEREAS, the Township Committee of the Township of Bordentown has determined that Turek Consulting LLC and Design for Generations will best fulfill the needs of the Township at a price not to exceed $25,550.00; and

WHEREAS, this is to certify to the Township Committee of the Township of Bordentown that funds for this resolution are available as follows:

BUDGET ACCOUNT	YEAR	COST	DETAIL
C-04-55-963-400	CAPITAL	$25,550	Enhancement & Beautification of Terry Field – Phase II

_____
JEFFREY C. ELSASSER
CMFO/CTC/PURCHASING AGENT

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown as follows:

The Township Administrator is hereby authorized enter into a contract with Turek Consulting LLC of 220 North Coles Avenue, Maple Shade NJ 08052 and Design for Generations of 92 Tallowood Drive, Medford, NJ 08055 for Phase II of the Enhancement and Beautification of Terry Field in an amount not to exceed $25,550.00.

RESOLUTION #2020-57

RESOLUTION ACCEPTING THE PROPOSAL FROM RUSSELL REID FOR PICK UP, TRANSPORTATION AND DISPOSAL OF NON-HAZARDOUS MONITORING WELL PURGE WATER AND SOIL CUTTINGS

WHEREAS, there is a need for the disposal of nine (9) drums of non-hazardous monitoring well purge water and one (1) drum of non-hazardous soil cuttings from 262 Crosswicks Road; and

WHEREAS, Russel Reid has provided a proposal of services for said purpose; and

WHEREAS, the Township Committee of the Township of Bordentown has determined that Russell Reid will best fulfill the needs of the Township at a price not to exceed $2,250.00; and

WHEREAS, this is to certify to the Township Committee of the Township of Bordentown that funds for this resolution are available as follows:

BUDGET ACCOUNT	YEAR	COST	DETAIL
C-04-55-965-600	CAPITAL	$2,250.00	Material Disposition

_____
JEFFREY C. ELSASSER
CMFO/CTC/PURCHASING AGENT

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown as follows:

The Township Administrator is hereby authorized enter into a contract with Russell Reid of 200 Smith Street, P.O. Box 130, Keasbey, NJ 08812 for Material Disposition regarding 262 Crosswicks Road in an amount not to exceed $2,250.00

RESOLUTION #2020-58

APPROVING ROUTINE BUSINESS: PAYMENT OF BILLS

BE IT RESOLVED by the Township Committee of the Township of Bordentown that all of the bills listed to be paid on the list dated February 10, 2020, as submitted by the Office of Treasurer are hereby approved for payment and the Office of the Treasurer is directed to pay the same.

ORDINANCE #2020-03

AN ORDINANCE TO AMEND ORDINANCE #2019-07 ENTITLED AN ORDINANCE TO ESTABLISH TITLES AND SALARY RANGES FOR PERMANENT AND PROVISIONAL EMPLOYEES

BE IT ORDAINED an enacted Ordinance by the Township Committee of the Township of Bordentown, County of Burlington and State of New Jersey, as follows:

Section 2 of Ordinance #2019-07 is hereby amended as follows:

POSITION	ANNUAL SALARY RANGE
TOWNSHIP COMMITTEE MEMBERS	$0 - $14,327
ADMINISTRATOR	$60,000 - $140,000
TAX ASSESSOR	$10,368 - $45,186
EMERGENCY MANAGEMENT COORDINATOR	$5,000 - $25,000
DEPUTY EMERGENCY MANAGEMENT COORDINATOR	$1,000 - $10,000
CHIEF FINANCIAL OFFICER	$20,000 - $115,000
DIRECTOR OF COMMUNITY DEVELOPMENT/ENGINEER	$20,000 -$120,000
ASST. DIRECTOR OF COMMUNITY DEVELOPMENT	$32,960 - $46,350
CONSTRUCTION/CODE ENFORCEMENT OFFICIAL	$40,000 - 115,000
DIRECTOR OF PUBLIC WORKS	$35,993 - $125,000
DEPUTY DEPARTMENT HEAD	$40,000 - $75,000
SUPERVISOR OF PUBLIC WORKS	$32,394 - $75,000
MUNICIPAL COURT JUDGE	$31,827 - $65,000
MUNICIPAL COURT ADMINISTRATOR	$47,740 - $80,000
DEPUTY COURT ADMINISTRATOR	$34,479 - $60,000
TAX COLLECTOR	$46,034 - $85,199
TOWNSHIP CLERK	$34,035 - $112,000

DEPUTY TOWNSHIP CLERK	$30,000 - $60,000
REGISTRAR OF VITAL STATISTICS	$5,000 - $25,000
EMERGENCY MEDICAL TECHNICIAN SUPERVISOR	$45,000 - $70,000
PURCHASING AGENT	$5,000 - $25,000
PAYROLL SUPERVISOR/CLERK I	$40,000 - $60,000
ZONING OFFICER	$45,000 - $65,000

POSITION	**HOURLY SALARY RANGE**
TREASURER	$20.00 - $40.00
ACCOUNT CLERK/CASHIER	$19.50 - $40.00
TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL	$18.00 - $35.00
BUILDING SUBCODE OFFICIAL	$25.00 - $60.00
PLUMBING SUBCODE OFFICIAL	$25.00 - $60.00
FIRE SUBCODE OFFICIAL	$25.00 - $60.00
ELECTRICAL SUBCODE OFFICIAL	$25.00 - $60.00
FIRE INSPECTOR	$20.00 - $40.00
BUILDING INSPECTOR	$20.00 - $40.00
ELECTRICAL INSPECTOR	$20.00 - $40.00
PLUMBING INSPECTOR	$20.00 - $40.00
CODE ENFORCEMENT OFFICER	$18.00 - $30.00
CONFIDENTIAL AIDE TO MAYOR	$12.00 - $30.00
SPECIAL OFFICER CLASS I	$15.00 - $20.00
SPECIAL OFFICER CLASS II	$17.00 - $30.00
SPECIAL OFFICER CLASS III	$17.00 - $30.00

CLERK 1	$14.90 - $18.25
CLERK 2	$15.00 - $22.50
CLERK 3	$16.50 - $26.50
KEYBOARDING CLERK 1	$12.00 - $20.00
KEYBOARDING CLERK 2	$15.00 - $30.00
CROSSING GUARD	$11.00 - $28.00
VIOLATIONS CLERK TYPING	$14.42 - $20.00
ADMINISTRATIVE ASSISTANT 3	$15.00 - $25.00
EMERGENCY MEDICAL TECHNICIAN	$12.00 - $18.00
ANIMAL CONTROL OFFICER	$12.00 - $30.00
SEASONAL EMPLOYEE	$12.00 - $15.00

SECTION 24. Effective date/effective duration. This ordinance shall take effect immediately upon final passage and publication according to law, and the provisions thereof shall be effective as of January' 1, 2018, and shall remain in effect until such time as amendments are required. No rights are created beyond the effective period of this ordinance.

SECTION 7. Repealer. All ordinances and parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistence.

SECTION 8. Severability. In the event that any portion of this ordinance is determined to be invalid, such determination shall not affect the remaining portions of the ordinance, which are hereby declared to be severable.

INTRODUCED: January 27, 2020
ADOPTED:

TOWNSHIP OF BORDENTOWN

AN ORDINANCE OF THE TOWNSHIP OF BORDENTOWN AMENDING SECTION 15.04.020 OF THE BORDENTOWN TOWNSHIP MUNICIPAL CODE TO ESTABLISH PERMIT AND FEE SCHEDULE

ORDINANCE #2020-04

WHEREAS, the Township Committee of the Township of Bordentown has reviewed the permit and fee schedule in the Bordentown Township Municipal Code section 15.04.020; and

WHEREAS, the Township Committee of the Township of Bordentown has determined that the current permit and fee schedule needed to be reviewed for ease of use and completeness.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Bordentown in the County of Burlington, the State of New Jersey, as follows:

Section 1. Section 15.04.020 of the Bordentown Township Code is hereby amended to establish a schedule of fees, as follows:

SECTION 15.04.020 PERMITS AND FEES

A. Building Fees

1. New Construction and Additions
   a. Fees shall be based upon the volume of the structure. Volume shall be computed in accordance with NJAC 5:23-2.28.
   b. Use groups shall be classified and defined in chapter 3 of the Building Sub-code as adopted by NJAC 5:23-3. Class of building shall be determined in NJAC 5:23-4.3A(d).
   c. Single story structures or portions thereof for use groups S-l, S-2, F-l, F-2 $0.032 per ft^3
   d. All other use groups except as listed above $0.038 per ft^3

   NOTES: The calculated height shall be limited to 20' (plus below floor calculation) for uses groups S-l, S-2, F-l and F-2. No fee shall be required for commercial farm buildings, or portions of, constructed of pre-engineered systems specified in N.J.A.C. 5:23-3.2(d). A fee shall be required, unless exempted, for commercial farm building work performed at the site.
2. Reconstruction, Alteration, Renovation and Repair

   NOTES: Fees shall be based upon the estimated cost of work. Estimated cost of work shall be computed per N.J.A.C. 5:23-2.15(a)4 and N.J.A.C. 5:23- 4.20(c)2i3. If any material or labor proposed for installation in the building or structure is furnished or provided at no cost, the material or labor's normal or usual cost shall be included in the estimated cost. If requested by the Construction Official, the applicant shall submit to the Construction Official such cost data as may be available produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor for the purpose of determining estimated cost . A bono fide contractors bid, if available, shall be submitted. The Construction Official shall make the final decision

regarding cost.

a. Use groups R-3 and R-5 shall be:
   i. $1.00 to $50,000 — $30 per $1,000
   ii. $50,001 to $100,000 — $25 per $1,000
   iii. Over $100,000 — $20 per $1,000
b. All other use groups shall be:
   i. $1.00 to $50,000 — $35 per $1,000
   ii. $50,001 to $100,000 — $30 per $1,000
   iii. Over $100,000 — $25 per $1,000

3. Tents requiring a UCC permit — $150
4. Roofing and Siding .
   a. Roofing: Group R-2,R-3, R-5; (townhouse and duplex structures only) — $ 65
   b. Siding: Group R-2,R-3,R-5 (polypropylene siding only) — $ 65 each
   c. All other use groups for both roofing and siding shall be calculated as a Renovation, Alteration, Renovation or Repair (see section A.2.)
5. Swimming Pools
   a. Above ground pools for use groups R-3 and R-5 — $105
   b. In ground pools for use groups R-3 and R-5 — $225
   c. Hot tub and spas for use groups R-3 and R-5 — $65
   d. All other use groups for swimming pools / hot tub / spas shall be calculated as a Renovation, Alteration, Renovation or Repair (see section A.2.)
6. Fences and pool barriers
   a. Fences used as pool barriers — $75
   b. Fences requiring a UCC permit, other than pool barriers shall be calculated as a Renovation, Alteration, Renovation or Repair (see section A.2.)
7. Storage sheds and similar structures i.e. gazebo, carport, trellis, etc.
   a. 200 up to 300 square feet — $65
   b. 301 to 400 square feet — $130
   c. Over 400 square feet shall be calculated as either New Construction and Addition (section A.1. above) or as Renovation, Alteration, Renovation or Repair (see section A.2.) as applicable
8. Decks, porches, raised patios and similar structures.
   a. 1 up to 100 square feet — $100
   b. 101 up to 200 square feet — $200
   c. 201 square feet and over — $300

   NOTE: The square footage calculation shall include all stairs, landings, cantilevers and surface area(s).
9. Demolition of a building or structure (as determined in N.J.A.C. 5:23-4.3A(d))
   a. Class I — $300
   b. Class II — $200
   c. Class III or R-3 and R-5 uses — $100
10. Radon mitigation system — $65
11. Storage and racking systems for all use groups except R-3 or R-5 shall be calculated per as a Renovation, Alteration, Renovation or Repair (see section A.2.)
12. Solar/Photovoltaic systems

a. Use group R-3 or R-5 $175
b. All other use groups per section A.2.

13. Retaining walls
    a. Use group R-3 or R-5
        i. Less than 150 square feet of surface area (above and below grade) $95
        ii. 150 square feet or greater $175
    b. All other use groups shall be calculated per as a Renovation, Alteration, Renovation or Repair (see section A.2.)
14. Lead/Asbestos abatement
    a. Lead hazard abatement work requiring a UCC permit $175
    b. Lead abatement clearance certificate $50
    c. Asbestos abatement work requiring a UCC permit $175
15. Signs
    a. Sign size shall be gross overall size of sign based upon square footage of one side only
    b. Pylon signs
        i. First 100 square feet $6.00 per square foot
        ii. Next 400 square feet $4.75 per square foot
        iii. Thereafter $3.50 per square foot
    c. Ground or wall signs
        i. First 100 square feet $3.50 per square foot
        ii. Next 400 square feet $3.00 per square foot
        iii. Thereafter $2.00 per square foot
16. Pre-manufactured solid fuel [wood] stoves, fireplaces, heaters, etc. $75
17. Relocation of a building or structure/set fee
    a. Includes construction trailer, pre-manufactured construction, modular, etc.
    b. Shall be calculated as a Renovation, Alteration, Renovation or Repair (see Section A.2.).
    c. Cost shall include new foundation, anchorage, pad, placement of structure in a completed condition at the site, etc.
    d. Structures as listed in Section A.7. shall be excluded
18. Light standard, light pole, lamppost, flagpole, etc. requiring a footing
    a. Height up to 8 feet $25 each
    b. Total height over 8 feet $40 each

B. Plumbing Fees

1. Plumbing fixtures, devices, stacks
   NOTE: Includes all fixtures, appliances, equipment, and devices such as, but not limited to, water closets, urinals, bidets, bath tubs, showers, lavatory, floor drain, floor sink, standpipe, sink, dishwasher, drinking fountain, washing machine, hose bibb/sillcock, condensate drain, air admittance device, area drain, vent/drainage stack, indirect waste trap, food waste disposer, roof drain, water filtration, roof hydrant, misc. connection, etc.
    a. Use groups R-3 or R-5 $20
    b. All other use groups $28
2. Backflow preventers
    a. Use groups R-3 or R-5 $50
    b. All other uses non-testable $50

	c. All other uses testable	$85
	d. Certificate of Compliance for testable backflow preventers	$50
	NOTES: Not applicable for use group R-3 or R-5 or for initial testing and commissioning	
3.	Interceptors (including grease), separators, neutralizers, dilution tanks	$ 90
4.	Pumps	
	a. Use groups R-3 or R-5 sump pump/basin/pit	$20
	b. All other use groups sump pump/basin/pit	$50
	c. Sewage pump, ejector/grinder/booster pump, etc	$85
	d. Individual fixture pump	$35
5.	Sewer piping and connection	$ 115
6.	Water service and connection	$ 115
7.	Combination domestic and fire water service all use groups except R-3 or R-5	$175
8.	Pools	
	a. Pool drain	$35
	b. Hydrostatic pool pressure test per ISPSC	$35
	c. Pool heater use group R-3 or R-5	$50
	d. Pool heater all other use groups	$100
9.	Gas, oil, or LPG piping systems (including rearrangement, extension, or new)	
	a. Use groups R-3 or R-5 piping system	$65
	b. All other use groups piping system	$95
	c. Use group R-3 or R-5 outlet or appliance/equipment connection	$20
	d. All other use groups outlet or appliance/equipment connection	$28
	e. Pressure test on existing gas piping system with no other work	$65
10.	Equipment / appliance	
	a. Water heater	$65
	b. Steam or hot water boiler, furnace, RTU, etc.	
	i. Use group R-3 or R-5 steam or hot water boiler, furnace	$85
	ii. All other use groups	$125
	c. Air conditioning only (no furnace) for use groups R-3 and R-5	$50
	d. Air conditioning when replaced with a furnace for use groups R-3 and R-5	No fee
	e. Fireplace inserts all except solid fuel	$50
	f. Generator or pool heater	
	i. Use groups R-3 and R-5	$50
	ii. All other use groups	$100
11.	Miscellaneous	
	a. Dental/Medical vacuum system	$150
	b. Hydronic piping for geothermal, baseboard, floor heating, etc. (includes hydrostatic pressure test where applicable)	$35
	c. Active solar thermal system	$50
	d. Refrigeration system	$100
	e. Carbonated beverage system requiring UCC permit	$65
	f. Septic tank/cesspool abandonment	$85

C. Mechanical Fees

1. Use group R-3, R-4 or R-5 only. These fees shall be in lieu of plumbing fees when the mechanical sub-code is used and is for replacement or installation in an existing dwelling only. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment inspected.
2. Equipment/ appliance
   - a. Water heater $65
   - b. Steam or hot water boiler, furnace $85
   - c. Air conditioning only $50
   - d. Air conditioning when replaced with a furnace No fee
   - e. Gas fireplace inserts and/or logs $50
   - f. Generator or pool heater $50
   - g. Chimney liner served by all types of fuel (except solid fuels) $50

D. Electric Fees

1. Fixtures or receptacles (shall include lighting fixtures/outlets, wall switches, convenience receptacles, low voltage outlets, sensors, dimmers, alarm devices, smoke and heat detectors/alarms, communication outlets, light standards 8 feet or less in height including luminaries, emergency lights, electric signs, exit lights, or similar electric fixtures and devices rated 20 amps or less including motors or equipment rated less than 1 horsepower or kilowatt.
   - a. First 25 $65
   - b. Each additional 25 $40
2. Motors, electrical devices, transformers, generators (each) in horsepower, kilowatt, or kilovolt
   - a. 1-9 hp/kw/kv $20
   - b. 10-50 hp/kw/kv $100
   - c. 51-100 hp/kw/kv $200
   - d. Over 100 hp/kw/kv $600
3. Service panels, service equipment, sub-panel, switchgear, switchboard, motor control center, disconnecting means, service entrance or feeder conductors (based upon the designated ampere rating of the overcurrent device (each)
   - a. Up to 150 amps $100
   - b. 150.01 to 300 amps $175
   - c. 300.01 to 1000 amps $300
   - d. Over 1,000 amps $700
4. Miscellaneous
   - a. Replacement of wiring involving one branch circuit or part $20
   - b. Security/fire/burglar alarm control unit only
     - i. Use group R-3 or R-5 $20
     - ii. All other use groups $75
   - c. Receptacle
     - i. Rated from 20.01 to 50 amps $20
     - ii. Rated over 50 amps $75
   - d. Light standard, light pole, lamppost, including luminaries over 8 feet high $25
   - e. Communications closet $100
   - f. Electric sign rated over 20 amps including disconnecting means $75

g. For installations consisting of multi-meter stacks, the fee shall be based upon the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual load side panel boards shall be charged in accordance with Sections D.2. or D.3. There shall be no additional fee for the concurrent installation of individual feeder conductors.
h. Fire pumps shall be calculated per Section D.3. with a minimum fee of $100
i. Jockey pumps shall be calculated per Section D.2. with no minimum fee
j. The fee charged for process equipment shall be based upon the ampere rating of the overcurrent device protecting the conductor feeding the process equipment or the cutoff device.
k. For motors or similar devices requiring concurrent installation of individual controls, relays and switches, the fee shall be based only upon the rating of the motor or device. There shall be no additional fee charged for the concurrent installation of individual circuit components, for example, controllers, starters, and disconnecting means.
l. Photovoltaic
   i. Use group R-3 or R-5
      (a) Up to 12 kilowatt $100
      (b) 12.01 to 25 kilowatt $150
      (c) Over 25 kilowatt $450
      (d) Inverter $50 each
      (e) Micro inverter $3 each
   ii. All other use groups
      (a) Up to 10 kilowatt $100
      (b) 10.01 to 25 kilowatt $250
      (c) 25.01 to 100 kilowatt $350
      (d) 100.01 to 500 kilowatt $550
      (e) Over 500 kilowatt $1.00 per kw for every kw over 500 plus $550
      (f) Micro inverter $4 each
      (g) All other associated equipment such as inverters, subpanels, disconnects, back-fed circuit breakers, etc. shall be calculated per D.1, D.2, D.3. or D.4.

5. Pools
   a. Use group R-3 or R-5 swimming pools as defined in the building sub-code, spa, hot tub, or fountain including bonding, associated equipment such as pumps, motors, disconnecting means, switches, required receptacles, etc. except heaters, panel boards, or underwater lighting fixtures in $100
   b. Storable pool in use group R-3 or R-5 $50
   c. Underwater lighting fixture, additional $35 each
   d. All other use groups shall be calculated on the basis of the number of electrical fixtures and the rating of electrical devices involved as per D.1, D.2, D.3. or D.4.
6. Certificate of Compliance for public pools, spas, and hot tubs for 1st pool, spa, or hot tub on a site
   a. Annual pool inspection $85
   b. Each additional pool, spa, or hot tub on same site $55
   c. Re-inspection fee $40

E. Fire Protection Fees

1. Sprinkler heads
   a. 1 to 20 heads $100
   b. 21 to 100 heads $200
   c. 101 to 200 heads $400
   d. 201 to 400 heads $800
   e. 401 to 1000 heads $1,500
   f. 1001 to 2000 heads $2,250
   g. Over 2000 heads $2,250 plus $1.00 for each head over 2,000
2. Initiation and notification devices, such as smoke/heat detectors, alarms, horn/strobe, pull stations, supervisory devices, etc.
   a. 1 to 10 $75
   b. Each additional 25 devices (or portion thereof) $35
3. Standpipe $350 each
4. Alternate/independent fire extinguishing system (dry/wet chemical, foam, halon, etc.) $160
5. Clean agent system $200
6. Fire pump
   a. Up to 500 gallons per minute $350
   b. Over 500 gallons per minute $500
   c. Jockey pump $100
7. Fire department connection $100
8. Smoke control system (each independent system) $350
9. Hazardous exhaust system $250
10. Alarm / Dry pipe / Pre-action valves $80
11. Kitchen exhaust system
    a. Domestic Except R-3 or R-5 $65
    b. Non-domestic $175
12. Incinerator / Crematorium $500
13. Tanks
    a. Fire suppression water storage tank for use groups R-3 or R-5 $100
    b. Fire suppression water storage tank for all other uses $200
    c. Fuel tank installation for use groups R-3 or R-5 $85
    d. Fuel tank installation for all other use groups $150
    e. Demolition or abandonment of a tank - UST, BST, or AST
       i. Use groups R-3 or R-5 $95
       ii. All other use groups $125
14. Dedicated fire protection water service $175
15. Gas or oil fired appliance use groups R-3 or R-5 $65
16. Gas or oil fire appliance all other use groups $85
17. Spray booths, spaces, or rooms, dipping operations $350
18. Fuel dispensing unit (service station type, each) $40
19. Fire alarm control panel $95
20. Smoke/heat vent $5
21. Fire command center $250
22. Portable fire extinguisher, all use groups except R-3 or R-5

a. 1 to 5 when applied with other fire protection permit items — No Fee
b. 1 to 5 — $65
c. 6 to 50 — $75
d. Over 50 — $100

F. Administrative Fees

1. Certificates
   a. Certificate of Occupancy for use groups R-3 or R-5 — $75
   b. Certificate of occupancy for all use groups except R-3 or R-5 shall be 10% of the construction permit fee. Minimum fee: $175 — Maximum fee $5000
   c. Certificate of Continued Occupancy — $200
   d. Certificate of Occupancy for a change of use — $280
   e. Extension of a Temporary Certificate of Occupancy — $ 30
   f. Lead abatement clearance certificate — $50
   g. Certificate of Compliance for public pools, spas, and hot tubs for 1st pool, spa, or hot tub on a site
      i. First pool, spa or hot tub — $85
      ii. Each additional pool, spa, or hot tub on same site — $55
   h. Certificate of Compliance for testable backflow preventer (each) — $50
2. Variation fees
   a. Class I — $450
   b. Class II — $300
   c. Class III (all R-3 and R-5 uses are Class III) — $150
3. Reinstatement of a lapsed construction permit — $50/per sub-code

NOTES: New Jersey state permit surcharge fees shall be in accordance with N.J.A.C. 5:23-4.19. Development wide inspection fees shall be in accordance with N.J.A.C. 5:23-4.17(d). Annual permit fees shall be in accordance with N.J.A.C. 5:23-4.20(c)5.

4. Minimum permit fee per sub-code/discipline — $65
5. Plan review
   a. Hourly fees for additional review of any amendments or changes to a plan that has already been released (except for use group R-3 or R-5), or substantial repeated reviews, or development wide inspection fees — $80 per hour
   b. Plan review fee of use R-3 or R-5 for compliance under the alternate systems and nondepletable energy source provisions of the energy sub-code and for light commercial structures having an indoor temperature controlled from a single point. — $375
   c. All other use groups — $1,800

   NOTES: The plan review fee shall be 15% of the amount to be charged for a new construction permit. This is the plan review fee for prototype plans. When plans have been reviewed and released by the State of New Jersey DCA, the permit fee shall be reduced by 20% from the amount otherwise specified in our fee schedule. Plan review fees are non-refundable.

G. General Provisions

1. The fee charged for a construction permit will be the sum of the basic construction fee computed in accordance with the fee schedule herein, plus any applicable special fees, such as but not limited to sign fees, racking, etc. This fee shall be paid before a permit is issued.

2. The fee charged for a certificate of occupancy shall be paid before a certificate is issued. This fee shall be in addition to the construction permit fee.
3. All other fees not specifically covered by this section shall be in accordance with N.J.A.C. 5:23-4.
4. Fees shall be rounded to the nearest dollar amount and all fees are shown in whole US dollars.

INTRODUCED: February 10, 2020
ADOPTED: