

MONROE TOWNSHIP, MIDDLESEX COUNTY

ORDINANCE NO.: O-6-2025-018

ORDINANCE OF THE MONROE TOWNSHIP COUNCIL  
AMENDING CHAPTER 39 OF THE CODE OF THE TOWNSHIP OF MONROE  
ENTITLED, "FEES"

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BE IT ORDAINED by the Council of the Township of Monroe, County of Middlesex, State of New Jersey that Chapter 39 of the Code of the Township of Monroe is hereby amended as follows: (new text is in red and underlined, text to be deleted is ~~struck~~)

Chapter 39 FEES

~~§ 39-1. Title.~~

~~§ 39-2. Purpose.~~

~~§ 39-3. Fees enumerated.~~

~~§ 39-4. Board of Education exemption.~~

§ 39-1. Title & Purpose.

§ 39-2. Fees enumerated by Department.

- A. General fees for all Departments
- B. Division of Ambulance Services
- C. Board of Education exemption
- D. Licenses and permits from Township Clerk's Office
- E. Construction fees
- F. Department of Planning & Zoning
- G. Department of Public Work fees
- H. Division of Recreation
- I. Division of Revenue Collection
- J. Monroe Township Senior Center fees
- K. Shade Tree
- L. Transportation
- M. Monroe Township Utility Department fees and charges

~~§ 39-1. Title.~~

This chapter shall be known as the "Codification of Fees and Costs of the Township of Monroe."

~~§ 39-2. Purpose.~~

This chapter is adopted in order to advise the citizens of the Township, and any and all persons doing business with the Township, of the various fees charged for services rendered by the departments of the Township government and to provide ready access to any and all such information.

~~§ 39-3. Fees enumerated.~~

The following fees shall be charged by the Township for services rendered or licenses or permits issues. All license fees shall be annual unless otherwise noted.

§ 39-1. Title & Purpose.

This chapter shall be known as the "Codification of Fees and Costs of the Township of Monroe" which is adopted in order to advise the citizens of the Township, and any and all persons doing business with the Township, of the various fees charged for services rendered by the departments of Township government and to provide ready access to any and all such information.

§ 39-2. Fees enumerated by Department.

The following fees shall be charged by the Township for services rendered or licenses or permits issued. All license fees shall be annual unless otherwise noted.

A. General fees for all Departments.

(1) Fees for copies of public records.

(a) Copying by page.

Letter size (8 1/2 x 11): \$0.05

Legal size (8 1/2 x 14): \$0.07

(b) Whenever the nature, format, manner or collation, or volume of a government record embodied in the form of printed matter to be inspected, examined, or copied is such that the record cannot be reproduced by ordinary document copying equipment in ordinary business size or involves an extraordinary expenditure of time and effort to accommodate the request, the Township may charge, in addition to the actual cost of duplicating the record, a special service charge that shall be reasonable and shall be based upon the actual direct cost of providing the copy or copies.

(c) For motor vehicle accident reports which are requested other than in person, an additional fee of \$5 will be charged for the first three pages and \$1 for each page thereafter, as provided by N.J.S.A. 39:4-131.

(d) For all other police reports which are requested, other than in person, the fees for the reports will be as outlined in Section 39-3A, General Fees, (1)(a), plus any and all postage fees.

(e) USB thumb drives: \$4.73. **[Added 6-26-2023 by Ord. No. O-5-2023-019]**

(f) Digital video disc (DVD's) and/or Compact Disc/CD: \$0.85 per copy; Blu-Ray discs:  
\$4.25 per copy.

(g) Photographs.

[1] Complete sets: \$5 per picture.

[2] 8 x 10 enlargements: \$15 per enlargement.

[3] 8 x 12 enlargements: \$20 per enlargement.

[4] Compact disc/DVD: \$0.85 per CD/DVD containing still digital photographs.

(2) Codification.

(a) Code Book: \$200.

(b) Chapter 108, Land Development Ordinance: \$150.

(c) Land Development Map (Zoning Map): \$7.

(d) Master Plan as of October 2022: \$100.

(3) Returned Check Fee.

(a) \$20; must be paid by cash, money order or certified check.

(4) Maps, Monroe Township.

(a) Tax Maps: \$1 per page.

(b) Street Maps: \$5.

(c) Ward and District Map: \$5.

(d) Fire District Map: \$5.

(e) Development Location Map: \$5.

(f) All other 24" by 36" maps: \$5.

**B. Division of Ambulance Service.**

**Fees Enumerated.**

(1) ~~Clinical Coordinator~~ EMS Training Officer - training fees.

<b>Course</b>	<b>Tuition Cost Per Person</b>
AMLS (Advanced Medical Life Support)	\$150
CISM (Critical Incident Stress Management)	\$65
Assisting the Paramedic	\$60
Cold Weather Emergencies	\$45
CPR for Health Care Provider	\$60 <u>\$75</u>
<del>CPR for Health Care Provider Renewal</del>	<del>\$60</del>
<del>CPR Family &amp; Friends (Adult &amp; Child)</del>	<del>\$60</del>
<del>CPR Family &amp; Friends (Infant)</del>	<del>\$60</del>
CPR Family & Friends (Adult, Child & Infant)	\$60 <u>\$25</u>
<del>Heartsaver Adult &amp; Child</del>	<del>\$60</del>
<del>Heartsaver Adult, Child &amp; Infant (Groups of 10 or more)</del>	<del>\$30</del>
<del>Heartsaver AED Adult &amp; Child</del>	<del>\$60</del>
<del>Heartsaver AED Adult, Child &amp; Infant</del>	<del>\$60</del>
<del>Heartsaver First Aid</del>	<del>\$60</del>
Heartsaver First Aid with CPR/AED	\$90 <u>\$50</u>
<del>AHA CPR Instructor Course</del>	<del>\$300</del>
Diversity	\$25
Drowning and Near Drowning	\$65
EMS Response to Acute Stroke	\$45
EMS Safety	\$60
Ethics	\$25
Fire/EMS Rehab Monroe Township	\$45
Sports & Safety First Aid	\$30
First Responder	\$300
<del>HIPPA In-service</del>	<del>\$40</del>
ITLS (International Trauma Life Support)	\$300 <u>\$200</u>
<del>HIV/AIDS</del>	<del>\$40</del>
<del>Blood borne Pathogens</del>	<del>\$40</del>
<del>NJSFAC Basic Extrication</del>	<del>\$180</del>
<del>NJSFAC Extrication Recertification</del>	<del>\$180</del>
OB Emergencies	\$85
<del>OPRA (Open Public Records Act)</del>	<del>\$45</del>
PEPL	\$150
PEPP — Advanced or Basic Pediatric Emergencies for Pre-Hospital providers	\$80
Pharmedic	\$300
<del>Defensive Driving Course—8 hour</del>	<del>\$80</del>
<del>Defensive Driving Course—6 hour; may be used for MVA point reduction or insurance reduction pending each state</del>	<del>\$80</del>
<del>CEVO II: Ambulance or Fire Certified Emergency Vehicle Operations</del>	<del>\$75</del>
Miscellaneous CEU/In-Service, per credit	\$25

GEMS	\$80
Geriatric Emergency Medical Services	
<del>NJ EMT Basic Full Course</del>	<del>\$475</del>
<del>NJ EMT Refresher (Core 13)</del>	<del>\$225</del>
<del>NJ EMT Refresher (A-B-C)</del>	<del>\$85 per class</del>
Respiratory Fit Testing	\$120
RAD 57 & Epi Pen	\$25
Right to Know NSC	\$25
Fork Lift Training	\$150
Sexual Harassment	\$25
<del>Special Children's Outreach &amp; Pre Hospital Edu.</del>	<del>\$180</del>
Warm Weather Emergencies #1	\$45
Wound Care Management	\$45
NJ OEMS — Aspirin	\$40
NJ OEMS — Narcan	\$40
NJ OEMS — EPI	\$40
NJDOH — Bleeding Control	\$60
NAEMT PTEM/ Psychological Trauma in EMS Patients	\$60
NAEMT TECC/Tactical Emergency Casualty Care	\$150 <u>\$275</u>

- (2) Certificates of Completion: These certificates are available for purchase to those who have successfully completed any of the ~~Clinical Coordinator~~ EMS Training Officer - Training Courses listed.

NAEMT GEMS Certificate	\$10
NAEMT EPC Certificate	\$10
NAEMT PEPL Certificate	\$10
NAEMT Safety Certificate	\$10
Any Replacement Certificate	\$10
AHA CPR Card/Certificate	\$10
AHA First Aid Card/Certificate	\$10
Any AHA Replacement Card/Certificate	\$10

- (3) CPR devices.

CPR pocket mask device	\$15
CPR key chain device	\$10

NOTE: The cost of certain training materials (such as individual study booklets) and the cost of administrative processing fees, if applicable (at actual cost), are the responsibility of each student and are not included in the above training referenced fees.

- (4) Ambulance third-party billing fees:

<b>Transport</b>	<b>Mileage</b>
\$950	\$25/mile

**C. Board of Education exemption.**

The Board of Education of the Township of Monroe shall be exempt from payment of any fee enumerated in this chapter of the Code, as well as any fee, charge or assessment required by any other chapter of this Code.

D. Licenses and permits from Township Clerk's Office:

**Vital records:**

- (a) Marriage/remarriage license application fee:
  - [1] State fee: \$25.
  - [2] Township fee: \$3.
- (b) Certificate of domestic partnership fee:
  - [1] State fee: \$25.
  - [2] Township fee: \$3.
- (c) Certified copies: \$25 for the first copy, \$2 for each additional
- (d) Burial permit fee: \$5
- (e) Initial filing fee for a correction: \$25.

**Personal notice list:**

- (a) \$10 annual.

**Miscellaneous Licenses & Fees:**

- (a) Auctioneers:
  - [1] Annual: \$100.
  - [2] On and after July 1: \$50.
  - [3] Daily: \$5.
- (b) ~~Taxicabs/Livery~~ Limousine: \$50 per vehicle.
- (c) Health Department:
  - Site Evaluation/Perc Test: \$50
  - Septic Alteration: \$10
  - Well Permit: \$25
- (d) ~~Carnivals and circuses: \$25 each day.~~
- (e) ~~Dance halls; shows; theatrical performances: \$25 yearly.~~
- (f) ~~Jukeboxes: \$25.~~

**Chapter 8, Alcoholic Beverages:**

- (a) Plenary retail consumption: ~~\$2,246.~~ \$2,500.
- (b) Plenary retail distribution: ~~\$1,778.~~ \$1,956.
- (c) Club license: ~~\$180.~~ \$188.

**Chapter 10, Amusement Devices:**

- (a) Coin-/Card operated games (up to 3 machines): \$25 per machine.
- (b) Over three machines: \$125 per machine.
- (c) Distributors:

**Number of Machines**

1 to 10

**Fees**

\$50

11 to 20	\$75
21 to 30	\$100
31 to 40	\$125
41 to 50	\$150
51 or more	\$200

**Chapter 22A, Foreclosure Properties, Registration and Maintenance**

A Creditor who has filed a summons and complaint in an action to foreclose on a mortgage on residential property within the Township, who is required to provide notice to the Township Clerk pursuant N.J.S.A. 46:10B-51, shall include with such notice a registration fee of \$500 for each property upon which the Creditor has initiated a foreclosure proceeding, said funds to be used to offset the administrative expenses of the Township.

**Chapter 23A, Clothing Donation Bins:**

- (a) Annual fee for each bin: \$25.

**Chapter 33, Dogs and Other Animals:**

- (a) License required; fee.

- [1] Dog licensing fees:

License fee	\$8.80
Pilot Clinic Fund	\$0.20
Registration tag fee	\$1
Non-spayed/non-neutered	\$3
Late – <u>effective April 1<sup>st</sup></u>	\$10
<u>Prior Year unlicensed fee per year</u>	<u>\$10</u>

- [2] Cat licensing fees:

License fee	\$10
Non-spayed/non-neutered	\$3
Late – <u>effective April 1<sup>st</sup></u>	\$10
<u>Prior Year unlicensed fee per year</u>	<u>\$10</u>

- [3] Fee for picking up animals:

- [a] Any person whose animal shall be picked up by the Animal Control Officer or a police officer shall pay an administration fee of \$100 for each time that an animal has been picked up and impounded ~~and the full maintenance charge to the holding facility for each full or partial day held, not exceeding \$4 per day or the limit set forth in N.J.S.A. 4:19-15.16, and other charges incurred as per Shelter Agreement.~~

- [4] Fee for Potentially Dangerous & Vicious Dog: \$300

- [5] Registration of Attack or Guard Dog: \$25

- [6] Kennel license fee:

- [a] The annual license fee for a kennel providing accommodations for 10 or less dogs shall be \$25, and for more than 10 dogs, \$50.

- [7] Pet shops: \$100.

**Chapter 47, Food Establishments:**

- (a) Retail food establishments, permanent locales: \$200 annually.
- (b) Itinerant (seasonal and mobile): \$100 annually.
- (c) Late fee for renewals of permanent retail food establishments - after January 31: ~~\$10~~ \$50 a month (or any part thereof), after June 30<sup>th</sup>: \$100.
- (d) Special Event Temporary Food License: \$50 valid for 1-3 days only.

**Chapter 50, Games of Chance:**

Bingo and raffle licenses. All fees are due at the time of application.

- (a) Off-premises draw raffle:

If awarding merchandise, the fee is \$20 per \$1,000 of the value of prizes, or part thereof, as shown in the schedule below:

<b>Fee Schedule</b>	
<b>Retail Value of Prizes</b>	<b>Municipal Fee</b>
\$0 - \$1,000	\$20
\$1,000.01 - \$2,000	\$40
\$2,000.01 - \$3,000	\$60
\$3,000.01 - \$4,000	\$80
\$4,000.01 - \$5,000	\$100
\$5,000.01 - \$6,000	\$120
\$6,000.01 - \$7,000	\$140
\$7,000.01 - \$8,000	\$160
\$8,000.01 - \$9,000	\$180

To continue the above schedule, add a \$20 fee for each additional \$1,000.

- (b) Off-premises cash (50/50) raffle: a \$20 fee each day raffle is held at the time of application.
- (c) On-premises draw raffle awarding cash or merchandise as a prize exceeding \$400 total prize value, tear off tickets: \$20 per day.
- (d) On-premises draw raffle awarding cash or merchandise as a prize, not exceeding \$400 total prize value: no licensing fee.
- (e) Bingo: \$20 each occasion.
- (f) Carnival games or wheel: \$20 for each game or wheel held on any one day, or any series of consecutive days not exceeding six consecutive days in one week at any one location.
- (g) Special door prize raffle: no fee and no license, provided the merchandise is wholly donated and has a retail value of less than \$50. Note: Cannot be conducted when other games of chance are being conducted, held or operated.
- (h) Calendar raffle: \$20 for each \$1,000 or part thereof of the retail value of the prize. See Fee Schedule.
- (i) Instant raffle:
  - [1] \$20 for each day on which instant raffle tickets are sold or offered for sale; or
  - [2] \$750 for a one-year license.
- (j) Golf hole-in-one: \$20 for each \$1,000 or part thereof of the retail value of the prize. See Fee Schedule.
- (k) Armchair race: \$50 per licensed day of operation.
- (l) Casino nights: \$100 per occasion.

**Chapter 51, Gold, Silver and Other Precious Metals:**

- (a) Initial Application Fee: \$200 per year
- (b) Renewal Application Fee: \$50 per year

**Chapter 58, Junkyards:**

- (a) \$200 annually.
- (b) \$50 nonconforming

**Chapter 67, Mass Gatherings:**

- (a) Concerts, etc.: \$200 each event. Not applicable to government entities.

**Chapter 72, Outdoor Commercial Displays & Sales:**

Permit required; fee. It shall be unlawful for any person to conduct outdoor commercial sales in the Township without first filing an application for and obtaining a permit from the Township Clerk. Upon filing of an application for a permit, the applicant shall pay \$100 to cover the costs associated with investigation, administration and enforcement of this chapter.

~~Chapter 61, Licenses, and Chapter 77, Peddling and Soliciting – application fees.~~

The application fee is a nonrefundable fee used to defray the administrative costs of processing the application based upon the Fee Schedule of this chapter.

Exempt from obtaining licenses: all charitable or religious organizations; honorably discharged veterans; all volunteer firemen organizations; firemen; school organizations; political groups; social clubs; government entities and farmers vending their own produce.

- (a) Canvassers, peddlers and solicitors: \$100 for original applicant and \$50 for each additional individual listed on application.

**Chapter 89, Individual Sewage Disposal Systems:**

- (a) Site evaluation/percolation test: \$50.
- (b) Repair/alteration: \$10.

**Chapter 101, Soil Mining and Excavations:**

- (a) Initial five acres, base fee: \$500.
- (b) Each acre over five acres: \$25.

**Chapter 105, Streets and Sidewalks:**

- (a) Application fee for street excavations/road opening: \$150.

A deposit may be required of the applicant to establish an engineering inspection escrow account. This shall cover costs associated with the required review of the application by the Township Engineer or such other professionals as the Township Council may reasonably require. Fees will be determined by the Township Engineer at a rate of 8% of the total bond/guarantee with a minimum of \$100.

[1] Paved area openings:

- [a] \$75 per square yard; \$375 minimum.
- [2] Shoulder/lawn openings:
  - [a] \$8 per square yard, \$100 minimum.
- [3] Sidewalk/apron replacement/installation:
  - [a] \$50 per square yard; minimum \$200
- [4] Curb replacement/installation:
  - [a] \$18 per linear foot or portion; minimum \$100.
- (b) Street vacation.
  - [1] Conventional applications.
    - [a] An application for the vacation of a public street shall be accompanied, at the time of its submission, by the following fees and escrow amounts:
      - (i) An administrative fee in the amount of \$100 per street to cover the costs associated with the clerical processing and filing of the application, which fee shall be nonrefundable.

A professional review escrow deposit in the amount of \$1,200 per street, which shall be deposited into the Professional Review Escrow Account
      - (ii) maintained by the Chief Financial Officer.
    - [b] The deposit required of the applicant and deposited into the Professional Review Escrow Account shall cover the costs associated with the required review of the application by the Township Engineer, the Township Attorney, Monroe Township Municipal Utility Authority or such other professionals as the Township Council may reasonably require. Each reviewing professional shall submit a written report stating his/her conclusions and recommendations regarding the application to the Township Council. Prior to drawing moneys from the Professional Review Escrow Account, each reviewing professional shall submit an invoice to the Chief Financial Officer or his/her designee for approval. Following conclusion of the hearings and meetings regarding the application, any unused funds deposited by an applicant into the Professional Review Escrow Account shall be refunded to the applicant simultaneously with payment of the invoice of the reviewing professional or professionals. Upon reimbursement of any unused funds, an applicant may request an accounting of expended funds, and the same will be provided to the applicant within 30 days of a written request filed with the office of the Township Clerk.
  - [2] Additional fees; request for additional professional review. An applicant may request that a reviewing professional schedule additional time, in excess of that covered by the moneys paid into the Professional Review Escrow Account, for review of a specific application. If the reviewing professional consents to such a request, both the applicant and the professional shall sign a consent form authorizing such additional review. When the additional review is completed, the professional shall submit an invoice to the Chief Financial Officer, and simultaneously therewith a copy to the applicant, detailing the number of additional hours expended for such review, the professional's fee and a description of the work performed. Said invoice shall be due and payable by the applicant prior to memorialization of the Township Council's decision on the particular application.
  - [3] Additional fees: complex applications.
    - [a] In the event that the evaluation of a particular application should require the allotment of substantially more professional review time than is customary for the review of an application for street vacation, the professional or professionals whose additional review time shall be required shall certify to the Chief Financial Officer that the application requires the allotment of substantially more review time and shall set forth the reasons that such additional time is required. For purposes of this section, the term "substantially more review time" shall mean at least 1/3 more time than that professional would customarily expend

upon a street vacation application.

[b] If the reviewing professional certifies that substantially more review time is required, the applicant shall deposit into the Professional Review Escrow Account a sum certified by the reviewing professional to be a reasonable estimate of his/her fee for the additional review time at the professional's standard rate. The reviewing professional shall draw against this additional deposit upon submission of an invoice as set forth in Subsection B(15)(a), and any unused portion of the deposit shall be refunded to the applicant in accordance with Subsection B(15)(a).

[c] A sum certified by the reviewing professional to be a reasonable estimate of his or her fee for the additional review time at that professional's standard rate.

[4] Waiver and remission of fees.

[a] The Township Council, when acting upon an application, shall have the power, for good cause shown, to grant a remission or waiver from all or any portion of the fees hereinabove established based upon any of the following:

- (i) The nonprofit status of the applicant;
- (ii) A determination that collection of the fees would constitute an economic hardship upon the applicant;
- (iii) The unique characteristics of the application, making collection of the full fee substantially disproportionate to the regulatory costs applicable to reviewing the application; or
- (iv) For other good cause established in the record.

[b] The fees set forth in the aforementioned schedules are exclusive of any other charges which may be required by the Township to cover the costs of the furnishing of copies of ordinances, transcripts or other documents.

**Chapter 116, Towing and Storing of Vehicles:**

(a) Application fee:

Towing application fee is \$200 per year for a total fee of \$600 for a three-year towing permit. Permit fees include all applicable administrative costs and inspections.

**E. Construction fees. See fees on the following Schedules I through VII.**

**Administrative and Certificate Fee Schedule  
Schedule I**

<b>Item</b>	<b>Cost</b>
A. Certificate of occupancy. Refer to Building Subcode Fee Schedule II.	
Schedule 1	\$150 <u>\$190</u>
Schedule 2	\$400 <u>\$500</u>
Schedule 3	\$400 <u>\$500</u>
Multiple	\$150 <u>\$190</u> per unit
Asbestos hazard abatement	\$14 <u>\$18</u>
Lead hazard abatement	\$100 <u>\$125</u>
B. Certificate of continued occupancy (R-5 are optional)	See above schedule
C. Certificate of continued occupancy pursuant to a change of use	<del>\$200</del> <u>\$250</u>
D. Certificate of approval	No charge

E.	Certificate of compliance (includes electrical C. of C. for commercial pools, spas or hot tubs)	No charge
F.	Variations:	
	Residential, R-5 single item	\$100 <u>\$125</u>
	Residential, R-3, R-4, multiple within one unit or prototype to development	\$250 <u>\$315</u>
	All other uses	<del>\$250</del> <u>\$315</u>
G.	Plan review portion of total permit fee	5%
	Plan review fee to be paid at the time of granting the permit.	
	Plan review fees are not refundable.	
H.	Minimum fee per subcode applied for	\$45 <u>\$60</u>
I.	State of New Jersey training fees	Per N.J.A.C. 5:23-4.19(b)
J.	Annual permit	Per N.J.A.C.
	Consistent with requirements as set forth in N.J.A.C. 5:23-4.18(A)4	5:23-4.18(A)(u)
K.	There shall be an additional fee of \$45 per hour or any portion thereof for review of any amendment or change to a plan that has already been released.	
L.	Hourly charges and fees for development-wide inspection of homes after issuance of a certificate of occupancy shall be in such amount as may be reasonable and necessary in order to ascertain whether a violation exists or to verify that any work performed has abated the violation.	
	The hourly charge shall be \$57 per hour times the number of hours spent by the Code Official in determining whether a violation exists or verifying that any work performed has abated the violation.	
M.	Change of contractor <u>per Subcode</u>	Flat fee <del>\$25</del> <u>\$30</u>
N.	Temporary certificate of occupancy	Per N.J.A.C. 5:23-4.18(F)
	Consistent with the requirements set forth in: N.J.A.C. 5:23-4.18(F)3, N.J.A.C. 5:23-4.18(F)3i, and N.J.A.C. 5:23-4.18(F)4	
O.	For the purpose of determining the estimated cost, the applicant may be requested to submit such data as may be available produced by the architect or engineer of record or by a recognized estimating firm or by contractor. A bona fide contractor's bid, if available, shall be submitted. The construction official shall make the final decision regarding estimated cost.	
P.	The fee for the issuance of a building permit that a fee has not been determined shall be <del>\$45.00</del> <u>\$60, Building, Electric, Fire Plumbing and Mechanical.</u>	

**Building Subcode Fees  
Schedule II**

Schedule #1 includes Use Groups: R-2, R-3, R-4, R-5 and U

Schedule #2 includes Use Groups: F-1, F-2, S-1 and S-2, A-4, A-5

Schedule #3 includes Use Groups: A-1, A-2, A-3, E, H, I-1, I-2, I-3 and R-1, B, M

Retaining Walls:

Up to 4 feet: ~~\$75~~ \$95 Class 3 Residential

Up to 8 feet: ~~\$125~~ \$155 Class 3 Residential

Other than Class 3 Residential ~~\$20~~ \$25 per \$1,000 or portion thereof

Raised patio (flat fee): ~~\$40~~ \$50

Type of Work	Based On	Schedule #1	Schedule #2	Schedule #3
A. New buildings or additions	Cubic volume	<del>\$0.051</del> <u>\$0.064</u>	<del>\$0.050</del> <u>\$0.063</u>	<del>\$0.051</del> <u>\$0.064</u>
<p>N.J.A.C. 5:23-4.18(c)vi. The unit rate for large, open-volume, single-story spaces in buildings, such as barns, silos, greenhouses, warehouses, distribution centers, and other agricultural, and storage-use occupancies, shall be less than the unit rate for other types of buildings and occupancy classifications. These type structures shall be priced using Schedule #2</p> <p>(1) For the purpose of calculating the volume to determine the fee for these spaces, the height shall be limited to 20 feet notwithstanding the fact that the actual height of the space may be greater than 20 feet.</p>				
B. Alterations, Renovation or Repair work Duct work Schedule 2, 3 Decks New Cell Tower Windmill	Est. cost of work per \$1,000 or portion thereof	<del>\$30</del> <u>\$40</u>	<del>\$35</del> <u>\$45</u>	<del>\$35</del> <u>\$45</u>
C. Site construction associated with pre-engineered systems of commercial farm buildings, pre-manufactured construction and external utility connections of same.	Est. cost of work per \$1,000 or portion thereof	<del>\$30</del> <u>\$40</u>	<del>\$35</del> <u>\$45</u>	<del>\$35</del> <u>\$45</u>
D. Roofing or siding <del>Excluding</del> Use Groups R-5 detached 1-2 family dwellings only: <u>roof/siding permit not required, if using polypropylene siding material a permit is required.</u>	Flat fee or est. cost of work per \$1,000 or portion thereof	<del>\$100</del> <u>\$125</u> /per unit	<del>\$19</del> <u>\$25</u>	<del>\$19</del> <u>\$25</u>
E. Fence (over 6 feet)*	Flat fee	<del>\$50</del> <u>\$65</u>	<del>\$200</del> <u>\$250</u>	<del>\$200</del> <u>\$250</u>
F. Sign [not exempt under N.J.A.C. 5:23-2.14(b)6]	Square foot of face	N/A	<del>\$5</del> <u>\$6</u>	<del>\$5</del> <u>\$6</u>
G. Pool	Flat fee	<del>\$200</del> <u>\$250</u>	<del>\$350</del> <u>\$435</u>	<del>\$350</del> <u>\$435</u>
H. Asbestos abatement	Flat fee	<del>\$70</del> <u>\$90</u>	<del>\$70</del> <u>\$90</u>	<del>\$70</del> <u>\$90</u>
I. Lead hazard abatement	Flat fee	<del>\$140</del> <u>\$175</u>	<del>\$140</del> <u>\$175</u>	<del>\$140</del> <u>\$175</u>
J. Other:				
<p>Agricultural buildings under N.J.A.C. 5:23-3.2(d). Fees to be computed in accordance with N.J.A.C. 5:23-4.2012i(1).</p>				
Antenna/satellite dish/cell tower/ <del>windmill</del>	Flat fee	<del>\$500</del> <u>\$625</u>	<del>\$500</del> <u>\$625</u>	<del>\$500</del> <u>\$625</u>
Residential lawn shed* +	Flat fee	<del>\$100</del> <u>\$125</u>		

**Building Subcode Fees  
Schedule II**

Schedule #1 includes Use Groups: R-2, R-3, R-4, R-5 and U

Schedule #2 includes Use Groups: F-1, F-2, S-1 and S-2, A-4, A-5

Schedule #3 includes Use Groups: A-1, A-2, A-3, E, H, I-1, I-2, I-3 and R-1, B, M

Retaining Walls:

Up to 4 feet: ~~\$75~~ \$95 Class 3 Residential

Up to 8 feet: ~~\$125~~ \$155 Class 3 Residential

Other than Class 3 Residential ~~\$20~~ \$25 per \$1,000 or portion thereof

Raised patio (flat fee): ~~\$40~~ \$50

Type of Work	Based On	Schedule #1	Schedule #2	Schedule #3
Other temporary structures	Flat fee	<del>\$100</del> <u>\$125</u>	<del>\$500</del> <u>\$625</u>	<del>\$500</del> <u>\$625</u>
N.J.A.C. 5:23-2.17A(c)1				
K. Demolition	Flat fee	R-5: <del>\$200</del> <u>\$250</u> U: <del>\$25</del> <u>\$30</u> Single unit in R-2: <del>\$25</del> <u>\$30</u>	<del>\$350</del> <u>\$440</u>	<del>\$350</del> <u>\$440</u>
L. Pool Barrier	Flat fee	<del>\$120</del> <u>\$150</u>		
M. RTU	Flat fee	<del>\$125</del> <u>\$160</u>		

\* Subject to review and approval of Zoning regardless of dimension.

+ A permit is not required for garden-type utility sheds and similar structures, which are 200 square feet or less in area, 10 feet or less in height and accessory buildings of Use Group R-2, R-3, R-4, R-5. Such garden type utility sheds are required to comply with N.J.A.C. 5:23-9.9, Foundation Systems for Garden Type Utility Sheds and Similar Structures.

**Electrical Subcode Fee Schedule  
Schedule III**

Item	Based On	Cost
A. DEVICES, includes total of: *Devices rated less than <del>20</del> <u>30</u> amperes		
Lighting fixtures	First 10 items	<del>\$45</del> <u>\$55</u>
Receptacles		<del>\$55</del> <u>\$65</u>
Switches		<del>\$55</del> <u>\$65</u>
Detectors	Each additional 25 or portion of 25 items	<del>\$55</del> <u>\$70</u>
Light poles		<del>\$70</del> <u>\$85</u>
Motors - fractional HP		<del>\$85</del> <u>\$100</u>
Emergency exit lights		<del>\$100</del> <u>\$120</u>
Communication points		<del>\$120</del> <u>\$145</u>
Alarm devices/ <del>fire alarm control panel(s)</del>		<del>\$145</del> <u>\$175</u>
Devices rated more than 30 amperes	Flat fee	<del>\$35</del> <u>\$45</u>
B. POOLS, in-ground pool permit with:		
Underwater light(s)	Flat fee	<del>\$250</del> <u>\$310</u>
Spa/hot tub	Flat fee	<del>\$80</del> <u>\$100</u>
Annual inspection of commercial pools, spas or hot tubs [per N.J.A.C. 5:23-4.18(1)]	Flat fee	<del>\$125</del> <u>\$160</u>
Aboveground pool	Flat fee	<del>\$125</del> <u>\$150</u>
C. MOTORS AND APPARATUS RATED IN/BY HORSEPOWER, includes, but not limited to:		
Garbage disposal	=/> than 1 HP, up to 5 HP	<del>\$35</del> <u>\$45</u>
All other, over 1 HP	=/> than 5 HP, up to 50 HP	<del>\$45</del> <u>\$70</u>

**Electrical Subcode Fee Schedule  
Schedule III**

Item	Based On	Cost
		<u>\$90</u>
	=/> than 50 HP, up to 100 HP	<u>\$110</u>
		<u>\$140</u>
	=/> than 100 HP	<u>\$200</u>
		<u>\$250</u>
<b>D. TRANSFORMERS AND APP. RATED IN/BY KW, includes, but not limited to:</b>		
Electric range/receptacle	=/> 1kW, up to 10 kW	<u>\$35</u>
Oven/surface unit		<u>\$45</u>
Electric water heater	=/> 10 kW, up to 50 kW	<u>\$70</u>
Electric dryer/receptacle		<u>\$90</u>
Dishwasher	=/> 50 kW, up to 100 kW	<u>\$110</u>
Baseboard heat		<u>\$140</u>
Transformers/generators	=/> than 100 kW	<u>\$200</u>
		<u>\$250</u>
<b>E. SERVICE PANELS &amp; EQUIPMENT RATED IN AMPERES, includes, but not limited to:</b>		
Service panels	Up to and including 200 amperes	<u>\$100</u>
Subpanels		<u>\$135</u>
Meters	Up to and including 400 amperes	<u>\$200</u>
Solar meters		<u>\$250</u>
Disconnects	Up to and including 800 amperes	<u>\$470</u>
Car chargers/devices supplying car charging		<u>\$590</u>
Transfer switch	Up to and including 1,200 amperes	<u>\$697</u>
*Replacement of service entrance conductors or feeder conductors only		<u>\$870</u>
	For each additional 400 amperes above 1,200 amperes	<u>\$140</u>
		<u>\$175</u>
<b>F. SOLAR INSTALLATIONS</b>		
For each solar photovoltaic system, the fee shall be:	For the first 10kW	<u>\$200</u>
<u>Includes all equipment for the system</u>		<u>\$550</u>
All inverters		
Panels	For each additional 10kW	<u>\$80</u>
Microinverters		<u>\$125</u>
Optimizers		
DC equipment		
<b>G. ALARM PANELS</b>		
Alarm panel	Flat fee	<u>\$50</u>
Fire alarm panel		<u>\$60</u>
Intercom panel		
Energy management panel		
Card access or similar device		
<b>H. SIGNS</b>		
Each hard-wired sign	Flat fee	<u>\$60</u>
		<u>\$75</u>
<b>I. HOT AIR FURNANCE - R-5/CLASS 3 RESIDENTIAL</b>		
	Each	<u>\$35</u>
		<u>\$45</u>
Air Conditioner/Air Handler - R-5/Class 3 Residential	Each	<u>\$35</u>
		<u>\$45</u>
Ductless HVAC System - R-5/Class 3 Residential	Flat fee	<u>\$75</u>
		<u>\$95</u>
Boilers and other Heating System - R-5/Class 3 Residential	Each	<u>\$35</u>
		<u>\$45</u>
HVAC equipment: A/C, Air Handler, Furnance or Similar	Each	<u>\$150</u>
Equipment other than R-2, R-3, R-5		<u>\$190</u>
RTU	Each	<u>\$75</u>
		<u>\$95</u>

**Electrical Subcode Fee Schedule  
Schedule III**

Item	Based On	Cost
<u>Surge Suppressor</u>	<u>Flat Fee</u>	<u>\$45</u>

**Elevator Subcode Fee Schedule  
Schedule IV**

In accordance with State Statute N.J.A.C. 5:23-12

**Fire Protection Subcode Fee Schedule  
Schedule V**

Item	Based On	Cost
<b>A. TANKS (installation or removal)</b>		
Residential, R-5	Each	\$125 <u>\$155</u>
All others, up to 2,500 gallons	Each	\$300 <u>\$375</u>
All others, over 2,500 gallons	Each	\$500 <u>\$625</u>
Abandonment of Underground Storage Tank (require soil test to be provided by contractor to this office)		\$250 <u>\$315</u>
<b>B. ALARMS, SIGNAL &amp; SUPERVISORY DEVICES</b>		
Fire alarm panel	Each	\$175 <u>\$220</u>
Includes, but not limited to, total of:	First 12 items	\$75 <u>\$90</u>
Smoke/heat detectors	Each additional 10 or	\$35 <u>\$45</u>
Carbon monoxide detectors	portion of 10 items	
Pull stations		
Water flow switches		
Horns, strobes, bells		
Tamper switches, low/high switches		
Other detectors or devices		
<b>C. SUPPRESSION SYSTEM DEVICES</b>		
Any partial system component	Each	\$100 <u>\$125</u>
Fire pump	Each	\$350 <u>\$440</u>
Dry pipe/alarm valves	Each	\$100 <u>\$125</u>
Pre-action valve/Hose connection	Each	\$100 <u>\$125</u>
Fire Mains		\$300 <u>\$375</u>
Fire Loops (up to 1000', then \$200 per 1000' additional)		\$300 <u>\$375</u>
Backflow device		\$150 <u>\$190</u>
<b>D. SPRINKLER HEADS (wet &amp; dry)</b>		
	1-100	\$200 <u>\$250</u>
	101-500	\$700 <u>\$875</u>
	501-999	<del>\$1,500</del> <u>\$1,875</u>
	1,000-2,000	<del>\$2,000</del> <u>\$2,500</u>
	2,000 and over	\$100 <u>\$125</u> per 100 heads (or portion thereof)
<b>E. STANDPIPES</b>		
	Each	\$250 <u>\$315</u>
<b>F. PRE-ENGINEERED SYSTEMS</b>		
Wet chemical	Each	\$250 <u>\$315</u>
Dry chemical	Each	\$250 <u>\$315</u>
CO <sub>2</sub> suppression	Each	\$250 <u>\$315</u>
Foam suppression	Each	\$250 <u>\$315</u>
Halon suppression	Each	\$250 <u>\$315</u>
Smoke control systems	Each	\$250 <u>\$315</u>
Kitchen hood exhaust systems	Each	\$250 <u>\$315</u>
Smoke control system	Each	\$400 <u>\$500</u>
Residential solar	Each	\$75 <u>\$95</u>
Commercial solar	1-50 panels	\$150 <u>\$190</u>
Commercial solar	Over 50 panels	\$100 <u>\$125</u> per 100 panels or portion thereof
Gas or oil-fired appliances/Gas log set	Each	\$70 <u>\$90</u>
Appliances, other:	Each	<del>\$150</del> <u>\$190</u>

**Fire Protection Subcode Fee Schedule  
Schedule V**

<b>Item</b>	<b>Based On</b>	<b>Cost</b>
Wood-burning fireplaces or stoves or pellet burning fireplaces		
Chimney liner	Each	\$125 \$160
Exit signs	Up to 20	\$125; \$160 \$50 \$60 each additional 20 or portion thereof
Residential kitchen hood over 400CFM		\$75 \$90

**Plumbing Subcode Fee Schedule  
Schedule VI**

<b>Fixture/Equipment</b>	<b>Based On</b>	<b>Cost</b>
Water closet	Each	\$30 \$40
Urinal/bidet	Each	\$30 \$40
Bathtub	Each	\$30 \$40
Lavatory	Each	\$30 \$40
Shower	Each	\$30 \$40
Floor drain	Each	\$30 \$40
Sink	Each	\$30 \$40
Dishwasher	Each	\$30 \$40
Each appliance connected to gas piping or oil piping	Each	\$50 \$65
Drinking fountain	Each	\$50
Washing machine	Each	\$30 \$40
Hose bibb	Each	\$30 \$40
Water heater	Each	\$30 \$40
Fuel oil piping	Flat fee	\$50 \$65
Steam boiler	Each	\$150 \$190
Hot-water boiler	Each	\$150 \$190
Sewer pump	Each	\$80 \$100
Sump pump	Each	\$100 \$125
Back water valve	Each	\$40 \$50
Check valve	Each	\$40 \$50
Interceptor/separator	Each	\$200 \$250
Backflow preventer (lawn sprinkler)	Each	\$40 \$50
Grease trap	Each	\$200 \$250
Sewer connection	Each	\$200 \$250
Water service connection	Each	\$200 \$250
Stacks	Each	\$30 \$40
Generator	Each	\$50 \$60
HVAC Equipment other than R-2, R-3, R-5 each	Each	\$150 \$190
Other:		
Commercial heating and equipment (RTU)	Each	\$250 \$315
Roof drains	Each	\$50 \$60
Cross-connections and backflow preventers subject to testing and requiring annual inspection	Flat fee	\$100 \$125
LPG tanks	Flat fee	\$150 \$190
Backflow preventer/cross-connections	New/replacement	\$150 \$190
Hot-air furnace* R-5, R-3, R-2	Each	\$35 \$45
Oil tank	Each	\$100 \$125
Fireplace	Each	\$50 \$60
Air conditioner/air handler R-5, R-3, R-2	Each	\$35 \$45

**Fire Protection Subcode Fee Schedule  
Schedule V**

<b>Item</b>	<b>Based On</b>	<b>Cost</b>
Other:	Each	\$35 \$45
Chimney/vent **** Liner		
Hydronic piping ***		
Radon mitigation *		
Gas piping (gas service re: connections)	Each	\$65 \$80
Pool hydro test	Flat fee	\$45 \$55
Pool suction drains	Flat fee	\$65 \$80
Ductless HVAC Systems R-5, R-3, R-2	Flat fee	\$75 \$90
<u>Pool Heater</u>	<u>Flat fee</u>	<u>\$100</u>
<u>Humidifier</u>	<u>Flat fee</u>	<u>\$45</u>

**Mechanical Subcode Fee Schedule  
Schedule VII**

**For Only R-3 and R-5 Use Groups**

<b><u>Fixture/Equipment</u></b>	<b><u>Based On</u></b>	<b><u>Cost</u></b>
<u>Hot-air furnace</u>	<u>Each</u>	<u>\$45</u>
<u>Air conditioner/handler</u>	<u>Each</u>	<u>\$45</u>
<u>Pool Heater</u>	<u>Each</u>	<u>\$100</u>
<u>Ductless HVAC System</u>	<u>Flat Fee</u>	<u>\$95</u>

**NOTES:**

- \* If new electrical work is required in the installation of fixture/equipment a properly filed Electrical Subcode Technical Section Form F-120B must be filed with the application for permit and certified as required by the Electrical Contractors Licensing Act, N.J.S.A. 45:5A-1 et seq. N.J.S.A. 45:1-14 et seq. and N.J.A.C. 13:31.
- \*\* If replacement of fixture/equipment will encompass backflow or cross connection work, a separate Plumbing Subcode Technical Section Form #F-130B must be filed with the application for permit and certified as required by the Master Plumbers Licensing Act, N.J.S.A. 45:14C-7 et seq., N.J.S.A. 45:1-32 et seq. and N.J.A.C. 13:32-1.
- \*\*\* If replacement of fixture/equipment will include fuel, gas or hydronic piping as part of the proposed work, fee(s) are based on the fixture/equipment only.
- \*\*\*\* A chimney certification for replacement of fuel-fired equipment may be accepted per N.J.A.C. 5:23-2.20(c).

**D. Fees related to enforcement of the State of New Jersey Uniform Fire Code.**

- (1) The annual registration fee for life hazard uses shall be in accordance with the State of New Jersey Uniform Fire Code section N.J.A.C. 5:70-2.9.
- (2) The permit fees established by the State of New Jersey Uniform Fire Code shall be applied as follows:
  - (a) Type 1: \$54. A Type 1 permit includes that permit set forth in N.J.A.C. 5:70-2.9(c)1.
  - (b) Type 2: \$214. A Type 2 permit includes that permit set forth in N.J.A.C. 5:70-2.9(c)2.
  - (c) Type 3: \$427 A Type 3 permit includes that permit set forth in N.J.A.C. 5:70-2.9(c)3.
  - (d) Type 4: \$641 A Type 4 permit includes that permit set forth in N.J.A.C. 5:70-2.9(c)4.
  - (e) Type 5: (Reserved)
- (3) The fees required for permits for other than life hazard uses as defined in § 43-11 of this Code shall be as follows:
  - (a) \$50 for properties of less than 1,000 square feet.
  - (b) \$100 for properties of 1,000 to 2,999 square feet.
  - (c) \$150 for properties of 3,000 to 10,000 square feet.
  - (d) \$200 for properties 10,001 to 100,000 square feet.

- (e) \$300 for properties 100,001 to 300,000 square feet.
  - (f) \$300 for properties 300,001 to 400,000 square feet.
- (4) Fees required for certification of smoke detector compliance shall be as follows:
- (a) Request for a CSDCMAC received more than 10 business days in advance: \$45.
  - (b) Request for a CSDCMAC received four to 10 business days in advance: \$90.
  - (c) Request for a CSDCMAC received fewer than four business days in advance: \$161.

**F. Department of Planning & Zoning:**

**Chapter 108, ~~Subdivision of Land~~ Land Development:**

- (a) Fees and escrow fees as set forth in Subsection 108-15.1 of the Land Development Code of the Township of Monroe, Volume II.
- (b) Tenancy review application fee: \$100.
- (c) Zoning permit application fees:
  - [1] Nonresidential uses: \$100.
  - [2] Residential uses: \$25.
  - [3] New Home Permit: \$500 (plus zoning permit and fee.)
  - [4] Fence Permit Checklists: \$25 (plus zoning permit and fee.)
  - [5] Grading Plan submission: \$25 (plus zoning permit and fee.)
  - [6] Sign permit fees are set forth in Subsection 108-10.1 of the Land Development Code of the Township of Monroe, Volume II.
  - [7] Wireless Communication fees are set forth in Subsection 108-7.3 of the Land Development Code of the Township of Monroe, Volume II.

**G. Department of Public Works fees.**

- (1) Fees related to enforcement of the mandatory recycling of certain items.
  - (a) Fees charged for ~~twenty-gallon round commingled containers and fourteen-gallon rectangular mixed paper~~ single stream recyclable containers will be in accordance with the Middlesex County Improvement Authority's ~~Recycling Container Distribution Policy, as may be amended from time to time~~ Shared Services Contract.

A copy of the current policy shall be on file at the office of the Township Clerk.

**H. Division of Recreation.**

~~Fee charges shall be kept on file in the office of the Township Clerk and be provided to those individuals who request to utilize recreational facilities and participate in recreational programs.~~ Effective 2026:

<u>PROGRAM</u>	<u>FEE</u>
<u>Community Center ID</u>	<u>\$10 yearly membership</u>
<u>Replacement Community Center ID</u>	<u>\$5 replacement</u>
<u>Summer Rec Playground</u>	<u>\$125 per season</u>
<u>Monroe Photography Club</u>	<u>Currently No Fee</u>
<u>FACILITY RENTAL</u>	<u>FEE</u>
<u>Daniel P. Ryan Football Stadium</u>	<u>\$50 per field per day</u>
<u>Field Lighting Fees</u>	<u>\$15 per hour</u>
<u>James Monroe Baseball Park</u>	<u>\$50 per field per day</u>
<u>Monroe Twp. Soccer Complex</u>	<u>\$50 per field per day</u>

**I. Division of Revenue Collection.**

- (a) Duplicate tax bills: \$5 for an initial duplicate copy of a tax bill; \$20 for each subsequent copy of a tax bill for the same tax year requested by the same person or organization.
- (b) Checks returned for insufficient funds: \$20.
- (c) In the case of the destruction or loss of a tax title certificate issued by the municipality at a tax sale held in the municipality, a duplicate of the original certificate may be issued for a fee of \$100.
- (d) The Tax Collector shall provide to any party entitled to redeem a tax sale certificate, with the calculation of said certificate, the amount required for redemption two times within a calendar year at no cost. For each subsequent calculation, for the same certificate requested, the Tax Collector shall charge a fee of \$50. A request for a redemption calculation shall be made in writing to the Tax Collector.
- (e) Electronic Tax Sale Notice: \$25.

**J. Office of Senior Services Monroe Township Senior Center fees.**

(1) Fees to be charged for the rental of the Monroe Township Senior Center:

(a) Meetings during the week are free. "Special Events" during the week are \$500.00.

They can begin at 5:30pm and the building will close at 9:30pm.

(b) ~~Catered events during the week are \$150.~~ All "Special Events" are \$500.00 and limited to five (5) hours on Saturday & Sunday.

(c) ~~Monthly Friday night events \$150. Catered events are \$300.~~ If an event is larger than 100 people and a second maintenance person is needed, an extra \$250.00 will be charged.

(d) ~~Saturday and Sunday events are \$350 for the first five hours; each additional hour will be \$150. If a large event and second maintenance person is needed, an extra \$150 will be charged. A separate check for \$400 is required and held as a security deposit. The check will be returned if there are no damages.~~

(e) ~~A separate check for \$250 may be required a week before the event and held as a security deposit. The check will be returned if no damage occurs.~~

**K. Shade Tree.**

**Chapter 97, Tree Preservation:**

**Permit required; fee.**

- (a) Application: \$35.
- (b) For new residential building lots: after the first five trees, \$15 per tree, up to a maximum of \$300 per lot, irrespective of lot size.
- (c) For all other properties: after the first five trees, \$15 per tree to be removed, up to a maximum of \$600 for each acre, or part thereof, to be cleared.

These permit fees are in addition to replacement tree obligations or in-lieu contributions.

**Replacement trees; fee.**

Any tree removed pursuant to this chapter, unless exempt from replacement requirements, shall be replaced based on the following:

Trees to be Removed	Replacement Trees	
Caliper	# of Trees	Caliper or Dollar Amount
<u>One tree greater than 2 1/2" for street trees, for 4" and up to 8" for others</u>	<u>1</u>	<u>2" - 2 1/2"</u> <u>\$300.00</u>
<u>One tree greater than 8" and up to 12"</u>	<u>2</u>	<u>2" - 2 1/2"</u> <u>\$600.00</u>
<u>One tree greater than 12" and up to 16"</u>	<u>3</u>	<u>2" - 2 1/2"</u> <u>\$900.00</u>
<u>One tree greater than 12" and up to 16"</u>	<u>4</u>	<u>3"</u> <u>\$1,920.00</u>
<u>One tree greater than 16" and up to 20"</u>	<u>3</u>	<u>3"</u> <u>\$1,440.00</u>
<u>One tree greater than 16" and up to 20"</u>	<u>5</u>	<u>3"</u> <u>\$2,400.00</u>
<u>One tree greater than 20" - 24"</u>	<u>4</u>	<u>3 1/2" - 4"</u> <u>\$2,000.00</u>
<u>One tree greater than 20" - 24"</u>	<u>6</u>	<u>3 1/2" - 4"</u> <u>\$3,000.00</u>
<u>One tree greater than 24" - 30"</u>	<u>5</u>	<u>3 1/2" - 4"</u> <u>\$2,500.00</u>
<u>One tree greater than 24" - 28"</u>	<u>7</u>	<u>3 1/2" - 4"</u> <u>\$3,500.00</u>
<u>One tree greater than 28" - 32"</u>	<u>8</u>	<u>4"</u> <u>\$4,200.00</u>
<u>One tree greater than 30"</u>	<u>6</u>	<u>4"</u> <u>\$3,150.00</u>
<u>One tree greater than 32"</u>	<u>10</u>	<u>4"</u> <u>\$5,250.00</u>

**L. Transportation.**

**Chapter 78 73, Parking, Off-Street.**

**Hang-tags**

The cost of the hang-tag shall be \$50 per annum made payable to the Township of Monroe.

**Permit required; fee.**

- (a) Fee for a seven-day, full-time Monroe Township parking permit for parking at the park- and-ride facility located on Applegarth Road between Half Acre and Prospect Plains Roads shall be \$50 per year for residents only.
- (b) Fee for a seven-day, full-time Monroe Township parking permit issued after July 1 shall be \$25.
- (c) Fee for a weekends-only Monroe Township parking permit valid 12:00 midnight Friday through 12:00 midnight Sunday may be issued at no cost to residents only.
- (d) Fee for a Wednesday-only Monroe Township parking permit at the Clearbrook Commons park-and-ride lot only, valid 12:00 midnight Tuesday through 12:00 midnight Wednesday, may be issued at no cost to residents only.

**Public parking spaces for charging of electric vehicles.**

- (a) The Township has designated Township-owned electric vehicle charging station spaces for use of electric vehicles on Township property.
- (b) Fees. The first two hours of charging shall encumber a fee of \$1.50 per hour; the third hour of charging and all additional hours shall encumber a fee of \$5 per hour.

M. Monroe Township Utility Department fees and charges.

**A. Rate Schedule.**

**Part I. Sewer Service.**

**Section A. Definitions.**

A. "UNIT" shall be defined as follows:

1. Residential:

(a) Each single-family dwelling.

(b) Each single-family apartment dwelling in a multiple-family structure or structures.

(c) For users, other than residential: including each tenant in a nonresidential building, an equivalent dwelling unit of sewage flow shall be deemed to equal gallons per day of sewage flow. Example: ~~469~~ 171 gal/day x 365 days = ~~61,685~~ 62,415 gal/year or ~~15,421~~ 15,604 gallons per quarter = one UNIT.

2. Definitions:

BOD — The capacity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20° Centigrade.

CHLORINE DEMAND — The difference between the amount of chlorine applied to a treated supply and the amount of free combined or total available chlorine remaining at the end of the contract period.

COD TESTING — COD testing will be used by the Utility Department to measure the content of organic matter present in the wastewater stream from individual commercial users from time to time. This test provides a quick test (2-3 hours versus up to 5 days) for the wastewater's COD is the equivalent of the organic matter that can be chemically oxidized versus biologically oxidized. A direct correlation between BOD and COD can be estimated and will be used by the Utility Department in surcharge calculations.

CUSTOMER — Customer shall be the owner of the property. For existing multifamily or nonresidential customers with multiple meters the MTUD will continue as a courtesy to send the bills to the tenant with a copy to the owner. The owner is responsible for payment of the bills. If the bill(s) are unpaid a lien will be placed on the property.

**DISCHARGE OF RAGS, TOWELS, DIAPERS, WIPES AND OTHER**

DISPOSABLE ITEMS — No one shall place or cause to be placed rags, towels, disposable cleaning/baby wipes, diapers, disposable toilet cleaning instruments or similar items that will enter any Utility Department sewer or manhole. In addition, no medical wastes shall be flushing down a toilet or drain that leads to a Utility Department sewer or manhole including syringes. Discharges of any of these type materials that enter the Utility Department's sewer system shall be subject to a fine of \$500 and reimbursement for all associated costs to remove these materials from sewer pipes and/or manholes plus a 25% administrative fee.

GREASE — Grease is defined to include the accumulation of oils, fats, cellulose, starch, proteins, wax, or grease, whether emulsified or not, in the Sewer System of the Utility Department. These are substances which may solidify or become viscous at temperatures between 32° Fahrenheit and 150° Fahrenheit (0° - 65° Celsius). Discharges of grease that enters the Utility Department's sewer system shall be subject to a fine of \$500 and reimbursement for all associated costs to eliminate the grease issue plus a 25% administrative fee.

GREASE-GENERATING ESTABLISHMENTS — Grease-generating establishments shall mean all retail food establishments, catering establishments, commercial food preparation facilities, meat processing facilities, and other establishments that may be capable of accumulating and discharging grease into the sewer system.

HEAVY COMMERCIAL USER — Commercial establishments that exceed one or more of the industrial cost recovery surcharges 25% or more of the sampling events over a twelve-month rolling average shall be listed as heavy commercial users. Commercial accounts involving: any food preparations, any grocery operations, any laundry services, nursing homes, hotels, kennels, dry cleaners, any markets, banquet facilities, any manufacturing activities, any packaging/repackaging activities, etc., are typically heavy commercial users and, therefore, such new facilities will be charged as heavy commercial users until they can demonstrate that their discharge did not meet the definition of "heavy commercial user." Other commercial establishments will be added to this user list should sampling show

an exceedance of more than 25% of any sampling events in a rolling twelve-month period the industrial cost recovery surcharges. Heavy commercial users will be allowed a 50% exceedance of the industrial cost recovery standards as part of this rate schedule before additional surcharges shall be charged. Sampling charges listed herein shall apply.

OWNER — Owner shall mean individual, person, firm, company, association, society, corporation, or group upon whose property the building or structure is located or will be constructed. In the event that one entity owns the building while another entity owns the property then the owner is the latter of the two.

RATE SCHEDULE — Before additional surcharges shall be charged, sampling charges listed herein shall apply.

REGULAR COMMERCIAL USER — Commercial establishments that do not exceed one or more of the industrial cost recovery surcharges or COD or grease limits 25% or more of the sampling schedule over a twelve-month rolling average shall be listed as regular commercial customers. Typical commercial accounts involving any general business offices such as banking, real estate, travel agencies, post office box/copying centers, travel agencies, bookstores, barber shops, salons etcetera and such new facilities shall initially be charged as a regular commercial user until sampling demonstrates that do not qualify as such.

SUSPENDED SOLIDS — Solids that either float on the surface or are in suspension in water, sewage, or other liquids and those which are removable by laboratory filtration.

## **Section B. Annual Sewer Service Charges.**

### Classification

1. REGULAR Commercial users shall pay ~~\$40.50~~ 10.75 per 1,000 gallons or portion thereof for all usage. A minimum quarterly service charge shall be ~~\$45~~ 117.50.
2. HEAVY Commercial users shall pay ~~\$41.50~~ 11.75 per 1,000 gallons or portion thereof for all usage. A minimum quarterly service charge shall be ~~\$45~~ 117.50.
3. An industrial cost recovery surcharge shall be collected by the Utility Department for those commercial users whose sewage characteristics exceed one or more of the following standards:
  1. Biochemical oxygen demand (BOD) greater than 200 parts per million (PPM).
  2. Suspended solids greater than 250 PPM.
  3. Chlorine demand in excess of 15 PPM.
  4. Oil and Grease in excess of 100 PPM.

For such users the industrial cost recovery surcharge shall be based on the most recent and highest cost in the Schedule of Rates charged by Middlesex County Utilities Authority plus a 25% administrative fee for only those characteristics that are higher than the above standards. Oil and Grease shall be a fee of \$600.00 per ton. In addition, surcharges shall only be charged for the specific characteristic(s) above the maximums listed above.

Where the industrial cost recovery surcharge is charged to another municipality, the charge shall be based on the Schedule of Rates charged by Middlesex County Utilities Authority plus a 10% administrative fee.

The characteristics of the sewage waste shall be determined from actual samplings or other approved means and shall be based upon sampling and analysis made in accordance with 40CFR 136 USEPA — Guidelines Establishing Testing Procedures of the Analysis of Pollutants. The Utility Department may require the installation of automatic samplers at the cost of the owner to obtain representative samples during a calendar quarter, or as may be required. The cost of sampling and analysis will be borne solely by the customer.

The Utility Department may take grab or composite COD samples from any commercial user in lieu of BOD sampling to determine whether a commercial user is discharging waste in excess of the industrial cost recovery standards. The cost of this sampling (\$75 for a grab sample and \$150 for a composite sample) and analysis (\$50) shall be borne by the user. The sampling costs performed for the Utility

Department by an outside independent laboratory to determine compliance by any user to these standards shall be borne by the user plus a 25% administrative fee.

Control of grease. No person or business shall discharge or cause to be discharged into the sewer system any water or waste containing more than 100 PPM by weight of fats, oils or grease.

In the event it is determined that blockage of an Utility Department sewer main is a result of the discharge from any grease-generating establishment, all costs incurred by the Utility Department will be charged to the owner of said grease-generating establishment. Such costs can include, but are not limited to, cost of clearing the blockage; damages to sewer lines; administrative, legal, and engineering costs; cleanup of pollution to surrounding soils or water; and reimbursement of any fees or penalties imposed by regulatory agencies.

In addition to such other remedies as may be provided by law for violation of these regulations, the Utility Department may add or require to be added by the owner of said premises, such bacteria formulations and/or other recognized chemical formulations, to the sewer system servicing grease generating establishments regulated herein. The Utility Department may charge the cost thereof as an additional sewer use charge to the owner who is in violation of any provision of this regulation.

All food establishments shall install and regularly/properly service grease traps of sufficient capacity to eliminate the discharge of oil and grease. Proof of proper grease trap maintenance shall be made available to the Utility Department upon request.

In the event of any violation of this regulation or of any improper unauthorized use of any portion of the sewer system by any owner (or owner's representative), then the owner shall be penalized a maximum of \$500 for each violation or improper unauthorized use. Each day in which a violation or improper unauthorized use occurs shall be deemed a separate offense. For purposes of this regulation, two test readings showing more than 100 parts per million by weight of fats, oils or grease within a Quarter shall be deemed to be presumptive evidence of a violation occurring in each day of that calendar month and shall place the user into the heavy commercial rates.

4. All residential (as defined in Section A(1) above) other than residential:

(a) For the first 26,000 gallons or portion thereof, a minimum annual service charge of ~~\$279~~ 284.60.

(b) For those residential users whose quarterly sewage flow exceeds 26,000\* gallons based on metered water consumption or actual sewage flow, the rate shall be as follows:

<b>Quarterly usage (# of Gallons)</b>		
<b>From</b>	<b>To</b>	<b>Rates</b>
0	26,000 gallons per quarter	<del>\$69.75</del> <u>71.15</u> per quarter
26,000 gallons per quarter gallons	And over	<del>\$74.75</del> <u>75.45</u> plus \$1.10 <u>5</u> per 1,000

(c) All water consumption readings shall be those obtained by the Utility Department from its own billing records where the Utility Department is supplying the water, or from the water company furnishing water to the respective units and/or a properly calibrated and certified sewer flow meter. If a customer obtains its water supply from a private well or an unmetered public water supply, then the user shall install a meter, location of which is to be approved by the Utility Department. In the event the user fails to install said meter after receiving notice from the Utility Department, then such installation shall be made by the Utility Department. In either case, the costs of the meter up to quarterly calibrations and the installation thereof shall be borne by the user. The meter shall be of the type approved by the Utility Department and may be purchased from the Utility Department. Prices of meters will be furnished upon request to the Utility Department.

(d) In the event that estimated usage should prove to be inaccurate, the Utility Department reserves the right to recalculate prior annual service charges with the difference charged to or credited to the user.

(e) In the event a customer claims a substantial water use, the waste product of which does not pass into the sewer system, the customer shall have an option of specifically metering the waste usage which does not flow into the sewer system and the water so used shall be deducted from the total water usage in computing annual water consumption. All customers shall have the option of installing a sewer meter at the customer's cost and expense and in the event of such an installation, the readings on said sewer meter shall be substituted for the annual water consumption as set forth in Subsection (b) hereof.

### **Section C. Payment of Annual Sewer Service Charges.**

1. All sewer service charges are payable quarterly in advance.
2. All charges shall be payable on or before the due date of the bill. Any charges which are not paid by the due date will be charged a penalty of 1% per month or fraction of a month, back to the billing date. Any partial payment of a bill will be applied first to interest charges, then to the oldest service charges.
3. If any account which remains unpaid after the due date will be sent a reminder. If any account is still unpaid at 30 calendar days after the date due, a notice will be sent giving 15 calendar days to make payment or services will be discontinued. If payment is not received within 15 calendar days service will be shut off and a shutoff fee of \$75 will be assessed to the account.
4. All penalties are due and payable within 30 days from the date that the owner is notified in writing of the violations charged and the penalty to be imposed. In the event the penalty is not paid as required under these rules, then the Utility Department in its discretion may take all actions available to it for the nonpayment of sewer charges as provided in N.J.S.A. 40A:26A-12. For purposes of these regulations, the owner shall be responsible for the actions of any tenant using the sewer system.

The penalties imposed in this section shall be cumulative to other remedies afforded to the Utility Department by statute, as provided in N.J.S.A. 40A:26-14.

### **Section D. Sewer Connection Fees and Charges.**

1. The initial fees for the right to connect directly or indirectly to the Utility Department sewer system shall include a connection charge or fee per unit, as well as fees for applications, review, and inspection of work to be accomplished by the applicant in keeping with the Utility Department's "Rules and Regulations Governing Applications to the Monroe Township Utility Department for Construction of Comprehensive Sewer Systems in the Township of Monroe." These connection fees, which are one-time initial service charges for the right to connect to the Utility Department's sewer system, are calculated in accordance with N.J.S.A. 40A26A-11 and are an integral part of this Rate Schedule.
2. The connection fee for each unit shall be ~~\$3,801~~ 3,781. Connection fees for single-family homes not part of a real estate development are payable at the option of the applicant in two installments with the initial installment paid prior to the time of the connection and the second payment due within one year. Interest shall accrue and be due to the Utility Department at 1% per month on the unpaid balance. In the case where the system is under construction but not yet available for connection, connection fees can be paid at the option of the applicant in two installments without interest.

In the case of real estate developers, the connection fees for any development of 10 or less units shall be payable at the time of final approval.

In any single-family home development of more than 10 units, connection fees for the first 10 units shall be payable at the time of final approval with the balance of connection fees payable in groups of 10 units at a time in advance of the building permit. For townhome, condominium or apartment unit construction, connection fees shall be payable prior to start of any work on each individual structure.

3. For a user other than residential with estimated sewage flows in excess of ~~469~~ 171 gallons per day, the connection fee shall be based on the number of units as defined in Subsection A(1)(c) above. Fractional number of units shall be calculated to the next- highest unit.
4. Where a connection to the sewer system is to be made after construction of mains has been completed and sewer service is available to the user, then in addition to the connection fee, the applicant shall pay for the cost of construction and inspection from the main to the curb, such construction to be performed by an approved contractor and inspection by the MTUD.
5. No connection to the Utility Department sewer system shall be made until compliance with the requirements set forth in this section have been met, and no excavation shall be back-filled until inspection has been completed by the duly designated representative of the Utility Department.

### **Section E. Filing, Review And Inspection Fees.**

1. Where mains are to be constructed by anyone other than the Utility Department, the applicant shall make application and pay fees for the time of Utility Department personnel on an hourly basis to draw down against the deposit as listed below:
  - a) Application for connection to Utility Department:

- Sewer system (up to two units) \$2,500
- b) Application for Review of Preliminary Plans:  
 Minor subdivision fee \$4,000  
 Major subdivision or major site plan deposit \$2,000 minimum or \$100 per unit, whichever is greater
- c) Application for Tentative Approval:  
 Review fee - deposit 5% of estimated construction cost or \$1,000 minimum
- d) Application for Final Approval:  
 Review fee - deposit 5% of estimated construction cost
- e) Inspection fee - deposit 10% of estimated construction cost, with a \$1,000 minimum
- f) Application for extensions of approval must be accompanied by a review fee deposit of \$600. Application for revisions after submittal and initial review must be accompanied by a review fee deposit of \$1,000.
- g) Request for USEPA grant waiver or mapping revision must be made by the owner of the property. A \$600 processing fee made payable to MTUD must accompany the request.
- h) An administrative fee shall be applied directly to sanitary sewer reimbursement calculation update requests by or for developers and shall include administrative, accounting and engineering time. Fees shall be a minimum of \$450 per calculation (up to 5 connecting developments), \$750 per calculation (6 to 10 connecting developments), \$1,250 per calculation (11 to 20 connecting developments), and \$2,000 (over 20 connecting developments). Fees will be deducted from the appropriate reimbursement amounts.

If the deposit is depleted before completion of review or inspection, the applicant shall deposit an additional amount to complete the review or inspection as estimated by the Utility Department Engineer within five days of notification or all review and inspection will cease at the end of five days after notification.

Any review fees for preliminary minor applications are a flat fee, and no portion will be returned to the applicant upon approval by the Utility Department.

Minor applications include any residential application which does not require extension of water and or sewer facilities (including service connection in the street) and which will not connect more than three houses to the water/sewer system. All commercial/industrial applications are major applications; however, the Utility Department may charge the lower minor review fee to tenants in newly approved commercial buildings for individual tenant fit out.

Any deposit monies other than review fees for preliminary minor application not used will be returned to the applicant upon request after the project is completed. The Utility Department will retain sufficient funds to conduct an inspection at the end of the maintenance period.

The amount charged by the Utility Department for review and/or inspection shall be calculated by the Utility Department on an annual basis after the adoption of the Utility Department's budget for the coming fiscal year and shall be based on the hourly salary cost to the Utility Department plus the cost of fringe benefits payable to said individual and the cost of the overhead of the Utility Department allocable to that employee.

2. All persons wishing to connect to the sewer system are required to make application for connection under the terms of the preceding paragraph and pay the required fees as outlined in that paragraph.

2A. Each time there is a change in the owner or tenant of a nonresidential unit, the owner shall file an application for approval.

#### **Section F. Rates Charged To Customers Serviced By Other Entities.**

Rates charged to customers who are individually serviced by other entities through contract between the Monroe Township Utility Department and that entity shall be at that rate which is set forth in the contract with the entity, plus a 25% administrative cost unless prohibited by the contract with the other entity or any applicable state regulation.

**Section G. Reservation, Right To Modify.**

The Township of Monroe reserves the rights to modify or change any of the foregoing rules or make such addition, by rules and regulation, as may be found essential in the protection of the public interests and the management of the Department and to impose such additional restrictions as may be deemed necessary.

If any of the above regulations is declared or held to be unconstitutional or legally inoperative, no other portion of this regulation shall be affected, but the unconstitutional or inoperative provision shall be rescinded and remaining provisions of this regulation shall remain in effect.

**Part II. Water Service**

**Section A. Definitions:**

A. "UNIT" shall be defined as follows:

1. Residential:

a) Each single-family dwelling.

b) Each single-family apartment dwelling in a multiple-family structure or structures.

2. Other than residential: includes each tenant in a nonresidential building, one equivalent dwelling unit of potable water shall equal 174~~3~~ gallons per day of estimated water consumption or fraction thereof. In a building with more than one tenant or occupant, each separate tenant or occupant shall be calculated separately. Example: 174~~3~~ gal/day x 365 days = ~~62,415~~ 63,145 gal/year or ~~15,604~~ 15,786 gallons per quarter= one unit.

3. IRRIGATION: One equivalent unit of nonpotable water used for irrigation shall equal 483 gallons per day of water consumed or fraction thereof. Connection fees set forth in Section K shall be applicable.

**Section B. Fixed Service Charges for Potable Water.**

1. All metered general potable water service users shall pay a fixed service charge based on the size of each connection installed, in addition to the charges for the quantity of water used, if any.

Size of Connection

Fixed Service Charge per Quarter

(A) Residential:

5/8" or 3/4" \$~~15.95~~ 16.27 per unit

1" \$~~29.22~~ 29.54 per unit

1 1/2" \$~~42.47~~ 42.79 per unit

Multiple dwelling \$~~15.95~~ 16.27 per unit

(B) Residential without electronic radio transmitter:

5/8" or 3/4" \$38.28 per unit

1" \$45.55 per unit

Multiple dwelling

(C) Commercial

5/8" or 3/4" \$~~19.39~~ 20.36 per unit

1" \$~~36.89~~ 37.86 per unit

1 1/2" \$~~54.39~~ 55.36 per unit

2"	<del>\$79.39</del> <u>80.36</u> per unit
3"	<del>\$124.39</del> <u>125.36</u> per unit
4"	<del>\$154.39</del> <u>155.36</u> per unit
6" and over	<del>\$229.39</del> <u>230.36</u> per unit

**Section C. Rates for Potable Water Consumed. In addition to the fixed service charge set forth above, a charge will be made for all water used as registered by the meter.**

Gallons per Quarter	Rate per 1,000 Gallons
For the first 10,000	\$1.45
For the next 15,000	\$2.47
For the next 15,000	<del>\$3.00</del> <u>3.10</u>
For all over 40,000	<del>\$4.25</del> <u>4.35</u>

**Section D. Irrigation Charges Using Potable Water.**

All customers with a separate meter for irrigation connected to a potable water distribution main or those developments that were approved with other nonpotable irrigation sources (private wells, retention ponds and/or other non-MTUD sources) shall pay a separate fixed service charge based on the size of each connection installed, in addition to the charges for the quantity of potable water used using the rates from Section E below, as shown:

Size of Connection	Fixed Service Charge per Quarter
5/8" or 3/4"	<del>\$15.95</del> <u>16.27</u> per unit
1"	<del>\$29.22</del> <u>29.54</u> per unit
1 1/2"	<del>\$52.67</del> <u>52.99</u> per unit
2"	<del>\$77.67</del> <u>77.99</u> per unit
3"	<del>\$122.67</del> <u>122.99</u> per unit
4"	<del>\$152.67</del> <u>152.99</u> per unit
6" and over	<del>\$227.67</del> <u>227.99</u> per unit

**Section E. Rates For Townhouses/Multifamily/Apartment Buildings/Residential Single-Family Homes/Commercial Properties Using Potable Water Used for Irrigation With a Separate Water Meter:**

In addition to the fixed service charge set forth above, a quarterly charge will be made for all potable water used as registered by the meter.

Gallons per Quarter	Rate per 1,000 Gallons
For the first 10,000	<del>\$2.47</del> <u>2.57</u>
For the next 15,000	<del>\$3.00</del> <u>3.10</u>
For all over 25,000	<del>\$4.40</del> <u>4.50</u>

**Section F. Irrigation Charges - Nonpotable Water Use.**

a. Residential customers with a separate meter for irrigation, connected to a nonpotable water main, quarterly charges will be based only on the amount of water actually used. No fixed service charge and no connection fee. A rate of \$2 2.25 per 1,000 gallons will apply up to the first 25,000 gallons per quarter and ~~\$4.15~~ 4.40 per 1,000 gallons thereafter.

b. Commercial customers with a separate meter for irrigation connected to a nonpotable distribution main, charges will be based only on the amount of water actually used. A rate of ~~\$2.73~~ 2.98 per 1,000 gallons will apply up to 25,000 gallons per quarter and ~~\$4.40~~ 4.65 per 1,000 gallons thereafter.

In the event that any water meter shall become damaged or otherwise inoperable during any billing period, the bill for that billing period shall be based on an estimated use of water.

**Section G. Private Fire Protection Service for Monroe Fire Districts Nos. 1, 2 And 3:**

1. Annual standby water charges for sprinkler systems.

Size of Connection (inches)	Annual Charge
Nonresidential 2" or smaller*	<del>\$270</del> <u>275.40</u>
3"	<del>\$375</del> <u>380.40</u>
4"	<del>\$475</del> <u>480.40</u>
6"	<del>\$825</del> <u>830.40</u>
8"	<del>\$1,600</del> <u>1605.40</u>
10"	<del>\$2,600</del> <u>2605.40</u>
12"	<del>\$3,100</del> <u>3105.40</u>

Additional charge for each sprinkler head is ~~\$3~~ 3.12 and is in addition to the above fees.

\*Nonresidential only; there will be no stand-by charge for residential fire connections 2 inches and smaller.

2. The annual charge for each hydrant and/or Siamese connection shall be \$432, whether metered or not. Private fire hydrants are only to be used for firefighting.

3. No charge shall be made for water used in the extinguishing of fires. Water for any other purpose shall not be drawn from a private fire service connection and will be considered theft of service.

4. Fire protection shall be provided by separate connection to the Utility Department mains.

**Section H. Public Fire Protection Service.**

1. The annual charge for each public hydrant, owned/operated/maintained by the Utility Department shall be \$300.

2. No charge shall be made for water used in the extinguishing of fires via a fire hydrant.

**Section I. Miscellaneous.**

1. Turn on and turn off fees and final meter readings.

A charge of \$75 shall be made for each turn-off or turn-on during regular working hours. Any turn-on or turn-off required outside regular working hours shall be charged at \$102.50 each unless both turn-on and turn-off are scheduled two days in advance and no more than one hour apart. A minimum notice of seven days for each turn-off and/or turn-on must be given to the Utility Department. A penalty of \$50 shall be assessed for each scheduled appointment that is cancelled upon arrival of Utility Department personnel. Under no circumstances shall any person not authorized by the Utility Department open or close the curb stops or valves in any Utility Department water line.

A charge of ~~\$85~~ 87 will be made for each and every final water meter reading request and shall be payable as a part of the final water/sewer billing plus a \$25 administrative fee for a total final meter reading charge of ~~\$110~~ 112 (workday).

2. Water Meters.

The Utility Department reserves the right to install temporary meters during construction of any residential or commercial structure. The fee for installation of temporary meters shall be \$275. Spreader pipes shall not be used and/or installed.

Water meters and remote reading units for all new residential and commercial construction shall be purchased from the Utility Department with 10 days' advance notice. The cost of meters shall be at cost plus an administrative fee of \$130 each. The cost of remote reading units shall be at cost, plus an administrative fee of \$100 each. The meters and remote reading units are as follows:

- A. Residential/commercial potable or irrigation water meters up to 2 inches: contracted ultrasonic meter at the time.
- B. Commercial meters larger than 2 inches: current contracted ultrasonic meter at the time.
- C. Remote reading unit: ITRON ERT-1300-402 100W+, or most current contracted model.

3. Wet tap fees.

Where the user requires connection to the water system after construction of mains has been completed and water service is available to the user, then in addition to the connection fee, the applicant shall pay for the cost of construction from the main to the curb, such construction to be performed by the Utility Department and/or an approved contractor. These costs shall be as follows:

**When the tap is on the same side of the road as the service:**

3/4"	\$3,000
1"	\$3,300
1 1/2"	\$5,300
2"	\$6,200

**When the tap is on the opposite side of the road from the service:**

3/4"	\$3,500
1"	\$3,900
1 1/2"	\$6,000
2"	\$7,300

The above fees are based on a four-hour time frame. If project goes over four hours, then hourly rate of \$250 is applied. These fees include meter pit and installation costs.

It is the applicant's responsibility to secure necessary road opening permit, to excavate, backfill and restore the excavated area according to MTUD Rules and Regulations.

4. Hydrant meter rental.

The use of water for building purposes, irrigation, or other construction, shall be metered at a hydrant to be determined by the Utility Department. At the time of application, the user shall pay submit a deposit for the meter as follows:

3/4" meter	\$500
3"	\$2,000

In addition, there shall be a hydrant use fee of \$50 per month and a rental charge for the hydrant meter of \$100 per month or part thereof, payable monthly in advance. Each meter holder, by the 5th day of each month shall return the meter to the Utility Department for them to read.

If the meter holder fails to provide a meter reading by the date specified, then the meter will be confiscated by the Utility Department and the deposit will be forfeited. The charge for water usage will be made on the basis of Section C hereof. The application for such water services shall be made by the owner of the property on which said water is to be used. The Utility Department shall have its statutory lien on such property for the collection of said charges.

5. Tampering, illegal connections and theft of services.

In any case, where an unmetered attachment is made to a hydrant or a water service line is attached to the Monroe Township Utility Department's water system, or a water meter has been adjusted, damaged, or tampered with, the customer who uses such unmetered water or on whose premises said meter is located, as the case may be, shall be charged a cost recovery charge of \$500, plus the cost of water, which shall be billed as part of his regular billing on the next regular billing date after said adjusting, tampering or damage shall have been discovered.

In addition, any person, developer, general contractor or plumbing contractor found tampering or unauthorized use of water by way of using a hydrant or a fitting known as "jumper," "spacer" or "spreader" shall be billed a recovery charge plus water usage charge to be determined by the Utility Department. Connections or tampering with larger-size illegal connections will be in increments of \$500 for every diameter over 3/4 inch (3/4" to 1", 1" to 1 1/2", 1 1/2" to 2", etc....) Payment shall be paid in full prior to the issuance of any additional MTUD permits or continuation of any MTUD permit and the Construction Department of Monroe shall be authorized to issue a stop-work order until such payment has been made in full.

A minimum fine of \$500 plus a \$5 per gallon charge for pumping, vactoring or diluting any illegal discharge and any outside expenses plus an administrative fee of 25% associated with investigating and rectifying any situation to the satisfaction of the Utility Department, Middlesex County, and/or NJ DEP shall be charged to any person or persons who illegally, or without MTUD permission, opens or uses any sanitary sewer, pipe connection, lateral, cleanout, or manhole to discharge or cause to be discharged any substance or liquid that will flow into a Utility Department sewer, including rainwater, runoff, sump pump discharges, groundwater, septage, or wastewater of any kind.

In addition, a minimum fine of \$500 plus the cost of repairs with a 25% administrative fee shall be imposed on any person or persons who damages, paves over, and/or discharges millings or other debris into each and every valve box, curb box, meter pit, manhole, cleanout or any other Utility Department facility.

6. Damages caused to water and/or sewer equipment or facilities caused by customers, contractors or developers including water meters, meter pits, meter pit covers, remote readers, or other water or sewer appurtenances will be billed to the responsible party at three times the current replacement cost to cover the labor, administrative and other costs incurred by the Township.

7. Meter removal, testing and certification charges.

If, at the request of the customer, a meter is removed and bench tested and it is found to be accurate (within 1% of 100%), then the customer shall pay the cost of such testing as stated below. A deposit equal to test fee is required before any testing can be done. If the meter meets the utilities' standards, the deposit is used to cover the cost of testing. No charge if meter tests outside these standards, the deposit is returned to the customer.

<b>Size of Meter (inches)</b>	<b>Test Fee</b>
5/8" to 1"	\$150
1 1/2"	\$250
2" and up	\$350

8. When the Utility Department performs a bacteriological test on new water lines, there shall be a fee of \$150 per test, payable in advance.

9. Winterization fees.

MTUD staff shall be the sole operator of utility facilities including: valves, curb stops, meters and other appurtenances.

Residential winterization work should be done by a licensed plumber bonded with the MTUD. It is the responsibility of the customer/homeowner to protect the meter from freezing during cold and freezing weather. Fees for repairs due to damage resulting from frozen meters are the responsibility of the

customer/homeowner. There will be a nonrefundable fee as follows for weekday business hours turn off (Fall) and turn on (Spring) service by MTUD staff:

<b>Size (inches)</b>	<b>Fee</b>
Up to 1"	\$40
Up to 2"	\$150

After-hours operations will incur an additional charge of \$125, and a workday return trip will be at a fee of \$50 for each additional trip.

Note: Call MTUD or visit our website for a current list of MTUD qualified (bonded) plumbers.

10. Returned check fee: \$20

11. Irrigation connection application processing fee (Form #W7): \$50

12. Hydrant flow testing fees: \$250 All fire hydrant flow tests shall be witnessed by Utility Department staff who will operate the two hydrants required to provide the flow test. Results of the flow test results shall be provided to the Utility Department Director within 10 days of the test. Use of more than two fire hydrants shall be billed at \$125 per additional hydrant.

13. Water/sewer assistance fees: Utility Department staff may assist private and/or outside agencies under various emergency conditions. The Utility Department shall be reimbursed for all expenses using applicable FEMA rates and/or actual expenses plus a 25% administrative charge for private assistance and 10% for other public agency assistance.

14. Access to the premises.

Upon presentation of an official MTUD identification badge, Utility staff in full uniforms, the authorized MTUD employee shall be granted access to the meter at reasonable hours of the day to inspect the meter and perform other duties as may deem necessary. Any person who may obstruct or oppose the Utility Department in making such inspection or other work relative to the water service shall bear the cost of having a meter pit installed. If the cost of the installation remains unpaid, the Utility Department shall have its statutory lien on the property for the collection of said charges.

#### **Section J. Payment.**

1. All water fixed service charges are payable quarterly in advance, and water usage charges shall be billed in the next quarter.

2. All charges shall be payable on or before the due date of the bill. Any charges which are not paid by the due date will be charged a penalty of 1% per month or fraction of a month, back to the billing date. Any partial payment of a bill will be applied first to interest charges, then to the oldest service charges.

3. If any account remains unpaid after the due date, they will be sent a reminder; if any account is still unpaid at 30 calendar days after the due date, a notice will be sent giving 15 calendar days to make payment or services will be discontinued. If payment is not received within 15 calendar days, water service will be discontinued and a shut-off fee of \$75 will be assessed to the account and an additional \$75 turn- on fee will be assessed, when all other charges are settled.

4. All penalties are due and payable within 30 days from the date that the owner is notified in writing of the violations charged and the penalty to be imposed. In the event the penalty is not paid as required under these rules, then the Utility Department in its discretion may take all actions available to it for the nonpayment of sewer charges as provided in N.J.S.A. 40A:31-12. For purposes of these regulations, the owner shall be responsible for the actions of any tenant using the sewer system.

The penalties imposed in this section shall be cumulative to other remedies afforded to the Utility Department by statute, as provided in N.J.S.A. 40A:13-14.

### **Section K. Potable Water Connection Fees and Charges.**

1. The initial fees for the right to connect directly or indirectly to the Utility Department's water system shall include a connection charge or fee as well as fees for application review and inspection of work to be accomplished by the applicant in keeping with the requirements of the Utility Department's Rules and Regulations. These connection fees, which are one-time initial service charges for the right to connect to the Utility Department's water system, are calculated in accordance with N.J.S.A. 40A:31-11 and are an integral part of this Rate Schedule.

2. The potable water connection fee for each equivalent unit shall be \$~~3,254~~ 3241, and the irrigation connection fee using potable water with a separate meter shall be \$1,000 per equivalent unit. Connection fees for single-family homes not part of a real estate development are payable at the option of the applicant in two installments with the initial installation paid prior to the time of the connection and the second payment due within one year. Interest shall accrue and be due to the Utility Department at 1% per month on the unpaid balance. In case the system is under construction but not yet available for connection, connection fees can be paid at the option of the applicant in two installments without interest. In the case of real estate developers, the connection fees for the development shall be payable at the time of final approval.

In any development of more than 10 units, connection fees for the first 10 units shall be payable at the time of final approval with the balance of connection fees payable in groups of 10 units at a time in advance of the building permit.

All new structures constructed within the Utility Department's potable water system shall use this system for on-site irrigation unless prior approved by the Utility Department due to a limited water supply. All outside hose bibs on any new structure shall use a separate irrigation service and meter for outside watering needs where available and appropriate backflow devices installed and tested.

3. For a user other than residential with estimated potable water consumption in excess of ~~174~~ 173 gallons per day and/or 483 gallons per day for nonpotable irrigation water, then the connection fee shall be based on the number of units as defined in Subsection A(2) above. Fractional number of units shall be calculated to the next highest unit.

4. The Utility Department reserves the right to examine plans for all connections and to specify the connection size required. The gallonage used to determine the size of the connection shall be based on estimated annual water consumption as calculated by the applicant's engineer and approved by the Utility Department Engineer.

5. Where a connection to the water system is to be made after construction of mains has been completed and water service is available to the user, then in addition to the connection fee, the applicant shall pay for the cost of construction and inspection from the main to the curb, such construction to be performed by an approved contractor and inspection by the MTUD.

6. No connection into the Utility Department's water system shall be made until compliance with the requirements set forth in this section have been met, and no excavation shall be back-filled until inspection has been completed by the duly designated representative of the Utility Department.

### **Section L. Filing, Review, and Inspection Fees.**

Where mains are to be constructed by anyone other than the Utility Department, the applicant shall make application and pay fees for the time of Utility Department personnel on an hourly basis down against the deposit as listed below:

- a) Application for connection to Utility Department:
  - Water system (up to two units): \$2,500
- b) Application for Review of Preliminary Plans:
  - Minor subdivision fee: \$4,000
  - Major subdivision or major site plan- deposit \$2,000 minimum or \$100 per unit, whichever is greater
- c) Application for Tentative Approval:

- |                      |  |
|----------------------|--|
| Review Fee - deposit | 5% of estimated construction cost or \$1,000 minimum |
|----------------------|--|
- d) Application for Final Approval:
- |  |                                    |
|--|------------------------------------|
| Review Fee - deposit                       | 5% of estimated construction cost  |
| Inspection fee - deposit (\$1,000 minimum) | 10% of estimated construction cost |

e) An administrative fee shall be applied directly to water reimbursement calculation update requests by or for developers and shall include administrative, accounting and engineering time. Fees shall be a minimum of \$450 per calculation (up to 5 connecting developments), \$750 per calculation (6 to 10 connecting developments), \$1,250 per calculation (11 to 20 connecting developments) and \$2,000 (over 20 connecting developments). Fees will be deducted from the appropriate reimbursement amounts.

Applications for extensions of approval must be accompanied by a review fee deposit of \$600. Application for revisions after submittal and initial review must be accompanied by a review fee deposit of \$1,000.

If the deposit is depleted before completion of review or inspection, the applicant shall deposit an additional amount to complete the review or inspection as estimated by the Utility Department Engineer within five days of notification or all review and inspection will cease at the end of the allotted five days.

Any review fees for preliminary minor applications are a flat fee, and no portion will be returned to the applicant upon approval by the Utility Department.

Minor applications include any residential application which does not require extension of water and/or sewer facilities (including service connection in the street) and which will not connect more than three houses to the water/sewer system. All commercial/industrial applications are major applications; however, the Utility Department may charge the lower minor review fee to tenants in newly approved commercial buildings for individual tenant fit out.

Any deposit monies other than review fees for preliminary minor application not used will be returned to the applicant upon request after the project is completed. The Utility Department will retain sufficient funds to conduct an inspection at the end of the maintenance period.

The amount charged by the Utility Department for review and/or inspection shall be calculated by the Utility Department's Auditor on an annual basis after the adoption of the Utility Department's budget for the upcoming fiscal year, and shall be based on the hourly salary cost to the Utility Department plus the cost of fringe benefits payable to said individual and the cost of the overhead of the Utility Department allocable to that employee.

**Section M. Rates Charged To Customers Serviced By Other Entities.**

Rates charged to Monroe Township customers who are serviced by other water and/or sewer entities through contract between the Monroe Township Utility Department and that entity shall be at that rate which is set forth in the contract with the entity, plus a 25% administrative cost.

**Section N. Reimbursement Rates for Certain Completed and Planned Off-Site Sewer and Water System Capacity Improvements.**

The MTUD may, by ordinance, require developers, as a condition of subdivision or site plan approval, to pay to the Township the cost of off-tract sewerage and water infrastructure improvements constructed by the Township and necessitated by their developments pursuant to the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. Chapter 108, Subsection 108-13.3 of the Code of the Township of Monroe ("Code") provides that, said costs shall be allocated in accordance with express standards ensuring that each developer's contribution is fair and reasonable and based upon the impact of its project.

Since 2009, the MTUD has been tasked with installing, maintaining and providing sewerage and water service within the Township. The MTUD is the department best equipped to determine and allocate the proportionate share of the costs of sewerage and water infrastructure amongst users (the "pro rata rate"). The MTUD calculates the pro rata rate in accordance with Subsection 108-13.3 of the Code.

The MTUD has calculated user rates for three water service projects and three sewer service projects it has constructed. These completed projects and pro rata rates are as follows:

**SEWER:**

The following fees shall be collected for developers who specifically require use of these facilities:

1. West trunk sewer project equates to a rate of \$3,000 per equivalent dwelling unit ("EDU")
2. Phase VII Jamesburg/Outcalt trunk sewer equates to a rate of \$1.80 per gallon average daily flow ("ADF")
3. Phase VIII, Outcalt force main equates to a rate of \$2.01 per gallon ADF

**WATER:**

The following two fees shall be collected for every connection to the Utility Department's water distribution system east of Spotswood Gravelhill Road and south of North State Home Road:

1. Hoffman Station Road loop line water main extension project equates to a rate of \$1,000 per EDU
2. Route 613 water storage tank project (0.75 million gallon capacity) equates to a rate of \$1,704 per equivalent dwelling unit ("EDU")

The following fee shall be collected for every connection to the Utility Department's water distribution system south of Cranbury Station/Union Valley Road:

3. Applegarth Road elevated water storage tank project (3.4 million gallon capacity) equates to a rate of \$1,886 per EDU

**Section O. Reservation, Right to Modify.**

The Township of Monroe reserve the rights to modify or change any of the foregoing rules or make such addition, by rules and regulation, as may be found essential in the protection of the public interests and the management of the Department and to impose such additional restrictions as may be deemed necessary.

If any of the above regulations is declared or held to be unconstitutional or legally inoperative, no other portion of this regulation shall be affected, but the unconstitutional or inoperative provision shall be rescinded and remaining provisions of this regulation shall remain in effect.

**SECTION 2.** All ordinances or parts of ordinances inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

**SECTION 3.** If any section, paragraph, subdivision, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

**SECTION 4.** This ordinance shall take effect twenty days after final passage, adoption and publication as provided by law.

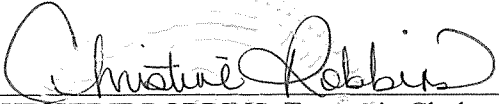
**SO ORDAINED**, as aforesaid.

  
 MIRIAM COHEN, Council President

RECORDED VOTE – INTRODUCTION – June 16, 2025						
COUNCIL	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Councilman Dipierro			X			
Councilman Markel			X			
Councilwoman Siegel	X		X			
Council V. President Van Dzura		X	X			
Council President Cohen			X			

**NOTICE**

Notice is hereby given that the foregoing Ordinance was introduced and passed on first reading at a meeting of the Monroe Township Council held on June 16, 2025. Said Ordinance will again be read and considered for final passage at the next scheduled meeting of the Monroe Township Council to be held on June 30, 2025 at 6:30 p.m. at the Monroe Township Municipal Building, 1 Municipal Plaza, Monroe Township, New Jersey 08831. At said time and place all persons having an interest in the foregoing Ordinance will be granted an opportunity to be heard concerning the same prior to consideration for final passage by the Council.

  
CHRISTINE ROBBINS, Township Clerk

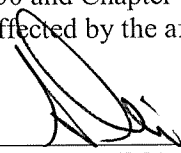
<b>RECORDED VOTE – SECOND READING &amp; FINAL ADOPTION – June 30, 2025</b>						
<b>COUNCIL</b>	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Councilman Dipierro</b>		<b>X</b>	<b>X</b>			
<b>Councilman Markel</b>			<b>X</b>			
<b>Councilwoman Siegel</b>			<b>X</b>			
<b>Council V. President Van Dzura</b>	<b>X</b>		<b>X</b>			
<b>Council President Cohen</b>			<b>X</b>			

**ORDINANCE NO.: O-6-2025-018**

**ORDINANCE OF THE MONROE TOWNSHIP COUNCIL  
AMENDING CHAPTER 39 OF THE CODE OF THE TOWNSHIP OF MONROE  
ENTITLED, “FEES”**

**MAYORAL APPROVAL**

By virtue of the Optional Municipal Charter Law of 1950 and Chapter 3, Section 19 of the Code of the Township of Monroe, my approval of this Ordinance is effected by the affixing of my signature hereto.

  
STEPHEN DALINA, Mayor

Date signed: 7/1/25



# Township of Monroe

County of Middlesex

**CHRISTINE ROBBINS**  
Township Clerk

Municipal Complex  
1 Municipal Plaza  
Monroe Township, NJ  
08831-1900  
Phone (732) 656-4573  
Fax (732) 521-3190

## Affidavit of Publication

I, Tanya Pannucci, Deputy Township Clerk, of the Township of Monroe, County of Middlesex, State of New Jersey, do hereby certify that the attached legal notice is a true copy of such notice, which was published in the Home News Tribune, the official newspaper of Monroe Township and a newspaper of general circulation in the County of Middlesex on June 20, 2025.

*Tanya Pannucci, Deputy TMC*  
\_\_\_\_\_  
Tanya Pannucci, Deputy Township Clerk

## Public Notices

06/20/2025

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MONROE TOWNSHIP NOTICE OF PENDING ORDINANCE ORDINANCE NO.: O-6-2025-018 NOTICE IS HEREBY GIVEN THAT AN ORDINANCE ENTITLED: "ORDINANCE OF THE MONROE TOWNSHIP COUNCIL AMENDING CHAPTER 39 OF THE CODE OF THE TOWNSHIP OF MONROE ENTITLED, "FEES", has been introduced and passed on first reading at the regular meeting of the Monroe Township Council held on June 16, 2025 and will be further considered for final passage after a Public Hearing during a Council meeting to be held on June 30, 2025 at 6:30 p.m. in the Monroe Twp. Municipal Building, One Municipal Plaza, Monroe Twp., N.J. 08831. At said time and place, all persons will be granted the opportunity to be heard concerning this Ordinance prior to its consideration for adoption by Council. The purpose of this Ordinance is to amend Chapter 39 entitled "Fees" of the Township's Code Book, which includes fee adjustments to MTUD annually required developer connection fees, water & sewer fees, construction fees, liquor license fees, food handlers license late fee, animal license late fee, planning and zoning fees, and recreation fees. The proposed Ordinance in its entirety can be viewed on the Township website, [www.monroetwp.com](http://www.monroetwp.com) and is on file in the Municipal Clerk's Office. Copies may be obtained without charge between the hours of 8:30am and 4:30pm. Monday through Friday. Christine Robbins, Municipal Clerk (\$19.11)



# Township of Monroe

County of Middlesex

**CHRISTINE ROBBINS**  
Township Clerk

Municipal Complex  
1 Municipal Plaza  
Monroe Township, NJ  
08831-1900  
Phone (732) 656-4573  
Fax (732) 521-3190

## Affidavit of Publication

I, Tanya Pannucci, Deputy Township Clerk, of the Township of Monroe, County of Middlesex, State of New Jersey, do hereby certify that the attached legal notice is a true copy of such notice, which was published in the Home News Tribune, the official newspaper of Monroe Township and a newspaper of general circulation in the County of Middlesex on July 8, 2025.

Tanya Pannucci, Deputy RMC  
Tanya Pannucci, Deputy Township Clerk

Tuesday, July 08, 2025

### **Notice Content**

MONROE TOWNSHIP, MIDDLESEX COUNTY NOTICE OF FINAL ADOPTION Notice is hereby given that the following entitled Ordinance was introduced and passed on First Reading at the regular meeting of the Monroe Township Council held on June 16, 2025. Furthermore, this Ordinance was adopted after a Public Hearing was held at the June 30, 2025 meeting of the Monroe Township Council which was held in the Monroe Twp. Municipal Building, One Municipal Plaza, Monroe Twp., N.J. 08831 and was thereafter approved and signed by the Mayor on July 1, 2025. MONROE TOWNSHIP, MIDDLESEX COUNTY ORDINANCE NO.: O-6-2025-018 "ORDINANCE OF THE MONROE TOWNSHIP COUNCIL AMENDING CHAPTER 39 OF THE CODE OF THE TOWNSHIP OF MONROE ENTITLED, "FEES"" CHRISTINE ROBBINS, R.M.C Township Clerk (\$15.21)