

**ORDINANCE #24-12**

**AN ORDINANCE AMENDING CHAPTER 203, CONSTRUCTION CODES, UNIFORM, SECTION 3, MUNICIPAL FEES, OF THE CODE BOOK OF THE BOROUGH OF GLASSBORO**

*NOW, THEREFORE, BE IT ORDAINED*, by the Borough Council of the Borough of Glassboro, County of Gloucester and State of New Jersey that Chapter 203, Construction Codes, Uniform, Section 3, Municipal Fees, be amended to read as follows:

**Section 1. Chapter 203-3 Municipal fees.**

A. General. Enforcing agency fees shall be as follows:

(1) The fee for plan review shall be 20% of the amount to be charged for a construction permit.

(a) The elevator device plan review fee shall be as in Subsections A(6) and (7) below.

(b) The fee for plan review for statewide prototype plans released by the Department or for other prototype plans where the prototype did not include the foundation detail shall be 5% of the amount to be charged for a construction permit.

(2) The basic construction permit fee shall be the sum of the parts computed on the basis of the volume or cost of construction, the number of plumbing fixtures and pieces of equipment, the number of electrical fixtures and rating of electrical devices, the number of sprinklers, standpipes and detectors (smoke and heat and carbon monoxide) at the unit rates and/or the applicable flat fees as provided herein, plus any special fees.

(a) Building volume or cost. The fees for new construction or alteration are as follows:

[1] Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The new construction fee shall be in the amount of \$0.038 per cubic foot of volume for buildings and structures of all use groups and types of construction as classified and defined in Articles 3 and 4 of the Building Subcode; except that the fee shall be \$0.025 per cubic foot of volume for Use Groups A-1, A-2, A-3, A-4, A-5, F-1, F-2, S-1 and S-2, and the fee shall be \$0.030 per cubic foot for structures on farms, including commercial farm building under N.J.A.C. 5:23-3.2(d), with the minimum fee of \$150, except in the case of small sheds, one- and two-car garages and other small accessory structures on residential property, the minimum fee shall be \$80.

[2] Fees for renovations, alterations and repairs or site construction associated with preengineered systems of commercial farm buildings, premanufactured construction, and the external utility connection for premanufactured construction shall be based upon the estimated cost of work. The fee shall be in the amount of \$34 per \$1,000. For the purpose of determining estimated cost, the applicant shall submit to the Department such cost data as may be available produced by the architect or engineer of record, or by a recognized

estimating firm, or by the contractor.

[3] A bona fide contractor's bid, if available, shall be submitted. The Department shall make the final decision regarding estimated cost.

[4] Fees for additions shall be computed on the same basis as for new construction for the added portion.

[5] Fees for combination renovations and additions shall be computed as the sum of the fees computed separately in accordance with Subsection A(2)(a)[2] and [3] above.

[6] The fee for tents in excess of 900 square feet or more than 30 feet in any dimension shall be \$120.

[7] The fee for roofing and siding work completed on structures shall be in the amount of \$34 per \$1000, not to exceed \$5,000.

[8] The fee for an aboveground swimming pool shall be \$140 for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be \$80. The fee for an in-ground swimming pool shall be \$300 for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be \$200.

[9] Fees for retaining walls shall be as follows:

[a] The fee for a retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall be \$180.

[b] The fee for a retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall be \$90.

[c] The fee for a newly constructed retaining wall of any size at other than a Class 3 residential structure shall be based on the cost of the construction;

[10] The fee for decks shall be in the amount of \$34 per \$1000.

[11] Minimum fee for Building Subcode shall be \$80

(b) Plumbing fixtures and equipment. The fees shall be as follows:

[1] The fee shall be in the amount of \$15 per fixture, piece of equipment or appliance connected to the plumbing system, and for each appliance connected to the gas piping or oil piping system, except as indicated in Subsection A(2)(b)[2] below.

[2] The fee shall be \$91 per special device for the following: grease traps, oil separators, refrigeration units, utility service connections, backflow preventers equipped with test ports (double-check valve assembly, reduced pressure zone and pressure vacuum breaker backflow preventers), steam boilers, hot water boilers (excluding those for domestic water heating), active solar systems, sewer pumps and interceptors. There shall be no inspection

fee charged for gas service entrances.

[3] Minimum fee for plumbing subcode shall be \$80

(c) Electrical fixtures and devices. The fee shall be as follows:

[1] For the first block consisting of one to 50 receptacles, fixtures or devices, the fee shall be \$50; for each additional block consisting of up to 25 receptacles, fixtures or devices, the fee shall be \$10. For the purpose of computing this fee, receptacles, fixtures or devices shall include lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communications outlets, light standards eight feet or less in height, including luminaires, emergency lights, electric signs, exit lights or similar electric fixtures and devices rated 20 amperes or less including motors or equipment rated less than one horsepower (hp) or one kilowatt (kw).

[2] For each motor or electrical device rated from one hp or one kw to 10 hp or 10 kw; for each transformer or generator rated from one kw or one kva to 10 kw or 10 kva; for each replacement of wiring involving one branch circuit or part thereof; for each storable pool or hydromassage bathtub; for each underwater lighting fixture; for household electric cooking equipment rated up to 16 kw; for each fire, security or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light standard greater than eight feet in height, including luminaires; and for each communications closet, the fee shall be \$30

[3] For each motor or electrical device rated from greater than 10 hp or 10 kw to 50 hp or 50 kw; for each service equipment, panelboard, switchboard, switchgear, motor control center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kw or 10 kva to 45 kw or 45 kva; for each electric sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes; and for each utility load management device, the fee shall be \$85

[4] For each motor or electrical device rated from greater than 50 hp or 50 kw to 100 hp or 100 kw; for each service equipment, panelboard, switchboard, switchgear, motor control center or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kw or 45 kva to 112.5 kw or 112.5 kva, the fee shall be \$150.

[5] For each motor or electrical device rated greater than 100 hp or 100 kw; for each service equipment, panelboard, switchboard, switchgear, motor control center or disconnecting means rated greater than 1,000 amperes; and for each transformer or generator rated greater than 112.5 kw or 112.5 kva, the fee shall be \$640.

[6] The fee charged for electrical work for each permanently installed private swimming pool as defined in the Building Subcode, spa, hot tub or fountain shall be a flat fee of \$80, which shall include any required bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting

panelboards and underwater lighting fixtures. For public swimming pools, the fee shall be charged on the basis of number of electrical fixtures and rating of electrical devices involved in accordance with Subsection A(2)(c)[1] through [5] above.

[7] The fee charged for the installation of single- and multiple-station smoke or heat detectors, carbon monoxide detectors and fire, burglar or security alarm systems in any one- or two-family dwelling shall be a flat fee of \$80 per dwelling unit. For fire, burglar and security alarm systems and detectors in buildings other than one- or two-family dwellings, the fee shall be charged in accordance with Subsection A(2)(c)[3], [4] or [5] above.

[8] For installations consisting of multimeter stacks, the fee shall be based on the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual load-side panelboards shall be charged in accordance with Subsection A(2)(c)[3], [4] or [5] above. There shall be no additional fee charged for the concurrent installation of individual feeder conductors.

[9] For motors or similar devices requiring concurrent installation of individual controls, relays and switches, the fee shall be based only upon the rating of the motor or device. There shall be no additional fee charged for the concurrent installation of individual circuit components, for example, controllers, starters, and disconnecting means.

[10] For electrical work requiring replacement of service entrance conductors or feeder conductors only, the fee shall be in accordance with Subsection A(2)(c)[2] through [5] above, based on the designated ampere rating of the overcurrent device of the service or feeder.

[11] The fee charged for process equipment shall be based on ampere rating of the overcurrent device protecting the conductor feeding the process equipment or the cutoff device.

[12] For the purpose of computing these fees, all electrical and communications devices, utilization equipment and motors which are part of premises wiring, except those which are portable plug-in type, shall be counted.

[13] For electrical work requiring a surge protector or meter socket, the cost shall be \$45 per device.

[14] The fee for service shall be \$80 per single service.

[15] The minimum fee for Electric subcode shall be \$80.

(d) For fire protection and hazardous equipment, sprinklers, standpipes, detectors (smoke and heat), preengineered suppression systems, gas- and oil-fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums, the fee shall be as follows:

[1] The fee for 20 or fewer heads shall be \$91; for 21 to and including 100 heads, the fee

shall be \$168; for 101 to and including 200 heads, the fee shall be \$321; for 201 to and including 400 heads, the fee shall be \$831; for 401 to and including 1,000 heads, the fee shall be \$1,150; for over 1,000 heads, the fee shall be \$1,469.

[2] The fee for one to 12 detectors shall be \$50; for each 25 detectors in addition to this, the fee shall be in the amount of \$17.

[3] The fee for each standpipe shall be \$321.

[4] The fee for each independent preengineered system shall be \$129.

[5] The fee for each gas- or oil-fired appliance that is not connected to the plumbing system shall be \$80.

[6] The fee for each kitchen exhaust system shall be \$80.

[7] The fee for each incinerator shall be \$365.

[8] The fee for each crematorium shall be \$365.

[9] For single- and multiple-station smoke or heat detectors and carbon monoxide and fire alarm systems in any one- or two-family dwellings, there shall be a flat fee of \$80 per dwelling unit. For detectors and fire alarm systems in buildings other than one- or two-family dwellings, the fee shall be charged in accordance with Subsection **A(2)(d)[2]** above.

[10] The fee for smoke control systems shall be \$150.

[11] The fee for fireplace venting and chimneys shall be \$80.

[12] The fee for flammable/combustible tanks shall be \$150.

[13] The fee for a fire pump shall be \$180.

[14] The fee for dry pipe/preaction systems shall be \$129.

[15] The fee for private fire service main/thrust block shall be \$300.

[16] The minimum fee for Fire subcode shall be \$80.

(e) Mechanical Subcode fees: as follows: the replacement only of heating equipment, cooling equipment or water heaters in Group R-3, R-4 and R-5 structures (except electrical):

[1] Water heater: \$80.

[2] Fuel oil and gas piping connections: \$15.

[3] Steam and hot water boilers: \$90.

[4] Hot air furnace: \$80.

[5] Oil and LPG tanks: \$150.

[6] Generators: \$90.

[7] Fireplace: \$80.

[8] Condensate drain pumps: \$15.

[9] The minimum fee for Mechanical subcode shall be \$80.

(3) Fees for certificates and other permits are as follows:

(a) The fee for a demolition or removal permit shall be \$100 for a structure of less than 5,000 square feet in area and less than 30 feet in height, for one- or two-family dwellings (Group R-3 or R-5 of the Building Subcode), structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), and \$200 for all other groups. Tank removals: \$150.

(b) The fee for a permit to construct a sign shall be as follows:

[1] Fees for pylon signs shall be \$6 per square foot for the first 100 square feet, \$4.75 per square foot for the next 400 square feet and \$3.50 per square foot thereafter;

[2] Fees for ground signs or wall signs shall be \$3 per square foot for the first 100 square feet, \$2.10 per square foot for the next 400 square feet and \$1.40 per square foot thereafter;

[3] The minimum fee shall be \$80.

(c) The fee for a certificate of occupancy shall be \$200.

(d) The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$350 to include any plan review and inspections.

(e) The fee for a certificate of continued occupancy issued under N.J.A.C. 5:23-2.23(c) shall be \$250.

(f) The fee for the first issuance and the renewal of a temporary certificate of occupancy shall be \$30.

[1] Exception: There shall be no fee for the first issuance of the temporary certificate of occupancy provided the certificate of occupancy fee is paid at that time.

[2] Exception: Where a written request for a temporary certificate of occupancy is made for reasons other than uncompleted work covered by the permit (such as uncompleted work required by prior approvals from state or municipal agencies), no renewal fee shall be charged.



(g) The fee for plan review of a building for compliance under the alternate systems and nondepletable energy source provisions of the energy subcode shall be \$285 for one- and two-family dwellings (Group R-3 or R-5 of the Building Subcode), and for light commercial structures having the indoor temperature controlled from a single point, and \$1,369 for all other structures. The fee for an application for variation in accordance with N.J.A.C. 5:23-2.10 shall be \$600 for Class I structures and \$120 for Class II and Class III structures. The fee for resubmission of an application for a variation shall be \$250 for Class I structures and \$70 for Class II and Class III structures. The fee for a permit for lead hazard abatement work shall be \$140. The fee for a lead abatement clearance certificate shall be \$28.

(4) For cross connections and backflow preventers that are subject to testing, requiring reinspection annually, the fee shall be \$80 for each device when they are tested.

(5) Annual permit requirements are as follows:

(a) The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode. Managers, engineers and electricians shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building/fire protection, electrical and plumbing.

(b) Fees for annual permits shall be as follows:

[1] One to 25 workers (including foremen), \$667/worker; each additional worker over 25, \$232/worker.

[2] Prior to the issuance of the annual permit, a training registration fee of \$140 per subcode and a list of not more than three individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Education Unit, along with a copy of the construction permit (Form F170). Checks shall be made payable to "Treasurer, State of New Jersey." The Department shall register these individuals and notify them of the courses being offered.

(6) The fee for plan review for elevator devices in structures of Group R-3, R-4, or R-5 and for elevator devices wholly within dwelling units in structures of Group R-2 shall be \$100 for each device.

(7) The fee for plan review for elevator devices in structures of groups other than R-3, R-4, or R-5 and devices in structures of Group R-2 exempted by Subsection A(6) above shall be \$260 for each device.

(8) The fees for elevator device inspections and tests shall be as set forth in N.J.A.C. 5:23-12.

(9) The fee for a mechanical inspection in a structure of Group R-3 or R-5 by a mechanical

inspector shall be \$80 for the first device and \$10 for each additional device. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment inspected.

(10) The fee for the annual electrical inspection of swimming pools, spas or hot tubs shall be \$100 per swimming pool, spa or hot tub.

(a) The fee for an application by a manufacturer, distributor, owner or any other person for approval of any fixture, appurtenance, material or method, pursuant to N.J.A.C. 5:23-3.8, shall be an amount equal to the cost incurred, or to be incurred, by the Department for such tests as the Department may require, plus an administrative surcharge in the amount of 10% of such cost.

(b) 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.

[1] The hourly charge shall be the same as the hourly charge set forth at N.J.A.C. 5:23-4.20(b)4 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 violations.

[2] Any appeal of a charge levied by the Department pursuant to this subsection shall be made in accordance with N.J.A.C. 5:23-2.38.

(11) Photovoltaic solar panel systems:

(a) Electrical flat fee, each: \$200 for under 10kw; 11-20kw: \$300; 21-30kw: \$400. Systems greater than 31kw: \$400 plus \$100 per 10 kw.

(b) Building flat fee, \$200 for under 20kw. Systems greater than 20kw: \$200 plus \$100 per 20kw.

(c) Fire flat fee: \$80

(12) Electric Vehicle Charging (EVC) stations.

(a) The fee for Residential installation to be \$80

(b) The fee for Make Ready Spaces shall be \$50 per space

(c) Commercial Electrical Vehicle Charging stations

[1] Electric Flat fee, each: \$200 for under 5 spaces; 6-10 spaces: \$300; over 11 spaces \$400

[2] Building Flat fee, each: \$200 for under 5 spaces; 6-10 spaces: \$300; over 11 spaces \$400



(13) Minimum fees. There shall be a minimum fee of \$80 per technical section.

(14) State of New Jersey training fee.

(a) In order to provide for the training and certification and technical support programs required by the Act an enforcing agency shall collect a surcharge fee to be based upon the volume of new construction within the municipality. Said fee shall be accounted for and forwarded to the Bureau of Housing Inspection in the manner herein provided.

(b) Amount. This fee shall be in the amount of \$0.00371 per cubic foot volume of new construction. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28; the fee for all other construction shall be \$1.90 per \$1,000 of value of construction. The municipality shall, in addition to the fees described in Subsection A(12)(a) above, collect the above fees as part of its usual responsibilities. [Amended 3-14-2023 by Ord. No. 23-02]

(c) Remitting and reporting. The municipality shall remit fees to the Bureau on a quarterly basis, in conjunction with Report Number R-840A State Training Fee Report in accordance with N.J.A.C. 5:23-4.5(d). Fees remitted shall be for the quarter. Checks shall be made payable to "Treasurer, State of New Jersey."

**Section 2. Repealer**

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

**Section 3. Severability**

Each section of this Ordinance is an independent section, and the holding of any section or part thereof to be unconstitutional, void or ineffective, shall not be deemed to affect the validity or constitutionality of any other sections or parts hereof.

***BE IT FURTHER ORDAINED*** that this Ordinance shall take effect immediately upon final passage and publication as required by law.

BOROUGH OF GLASSBORO

  
JOHN E. WALLACE, III, Mayor

Attest:

  
KAREN COSGROVE, Municipal Clerk

| ROLL CALL VOTE |      |      |         |        |
|----------------|------|------|---------|--------|
|                | AYES | NAYS | ABSTAIN | ABSENT |
| Mr. Brown      | ✓    | /    | /       |        |
| Mr. Cossabone  | ✓    | /    | /       |        |
| Ms. Garlic     | ✓    | /    | /       |        |
| Mr. Halter     |      | /    | /       | ✓      |
| Ms. Miller     | ✓    | /    | /       |        |
| Ms. Spence     | ✓    | /    | /       |        |
| <b>TALLY:</b>  | (5)  | 0    | 0       |        |

**CERTIFICATION**

I, Karen Cosgrove, Municipal Clerk, the Borough of Glassboro, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Borough Council at a meeting of the Borough of Glassboro held on April 23, 2024.

*Karen Cosgrove*  
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 KAREN COSGROVE, Municipal Clerk