

**BOROUGH OF NEW PROVIDENCE  
ORDINANCE 2023-02**

**“AN ORDINANCE AMENDING CHAPTER 147 OF THE CODE OF THE BOROUGH OF  
NEW PROVIDENCE ENTITLED ”FEES AND LICENSES””**

BE IT ORDAINED by the Mayor and Borough council of the Borough of New Providence, County of Union and State of New Jersey as follows:

**SECTION I.** Chapter 147 of the Code of the Borough of New Providence entitled “Fees and Licenses” is amended in full to read as follows:

**§ 147-1. Intent; effect on other provisions.**

It is not intended by this chapter to repeal, abrogate, annul or in any way impair or interfere with existing provisions of other laws or this Code or other ordinances, except those specifically repealed by this chapter. Where this chapter sets a fee different from existing provisions of law or this Code or ordinances or establishes a new fee, the provisions of this chapter shall apply.

**§ 147-2. Application; refund of fees.**

Every person required to procure a license or permit under the provisions of this Code or other ordinance of the Borough shall submit an application for such license or permit to the proper Borough official, as designated in this chapter. No refunds shall be made once an application is filed, whether the application is granted or not, unless the Mayor and Council approve such refund.

**§ 147-3. Powers and duties of Borough Clerk.**

The Borough Clerk is hereby designated as the Borough official responsible for the collection of those license and permit fees referred to in this chapter. The Borough Clerk shall collect all such fees, shall issue licenses and permits in the name of the Borough or refer the same to the Council for issuance in accordance with this chapter and shall promulgate and enforce all reasonable rules and regulations necessary for the operation and enforcement of this chapter and other applicable laws and ordinances of the Borough.

**§ 147-3. Enumeration of fees.**

The licenses or permit fees, as the case may be, to be charged and the effective date of each license or permit shall be as follows:

- A. Annual licenses or permits. The license or permit period shall be from January 1 to December 31 of the year in which said license or permit is issued unless a shorter period of time is stated upon the license or permit.
- (1) Administrative and executive.
    - (a) Peddlers and junk collectors:
      - [1] Per month: \$360.
      - [2] Per week: \$105.
    - (b) Canvassers and solicitors:
      - [1] Per year: \$515.
      - [2] Per month: \$105.
    - (c) Dog license, excluding state registration:
      - [1] License and tag: \$14.80
      - [2] Duplicate tag: \$5.
      - [3] Late fee charged for dogs registered after February 28<sup>th</sup> of each year: \$5.00 (excludes initial dog license/newly acquired dog)
    - (d) Cat license:
      - [1] License and tag: \$16.
      - [2] Duplicate tag: \$5.
      - [3] Late fee charged for cats registered after February 28<sup>th</sup> of each year: \$5.00 (excludes initial cat license/newly acquired cat)
    - (e) Certified copy of an ordinance, resolution or minutes: \$6, plus the fee established in Subsection A(1)(p).
    - (f) Ordinance Book (Code of the Borough of New Providence): \$250 plus \$75 per year for updates.
    - (g) Parking permits:
      - [1] Residents:
        - [a] Per year: \$420. License fee prorated from the first day of the month in which it is purchase.
        - [b] Refunds: \$35 for each remaining full month, less a ten dollar (\$10.) administrative fee.
      - [2] Nonresidents:
        - [a] Per year: \$1320. License fee prorated from the first day of the month in which it is purchase.
        - [B] Refunds: \$110. for each remaining full month, less a ten dollar (\$10.) administrative fee
      - [3] Daily meters:
        - [a] Murray Hill Train Station: seven dollars \$7.
      - [4] Replacement permit: \$10.00
    - (h) Borough maps:
      - [1] Street map (11 x 17): \$1.

- [2] Zoning map (11 x 17): \$1.
  
- (i) Tree removal permits:
  - [1] First 3 trees: \$10. per tree.
  - [2] More than 3 trees, where the trees are being replaced on the subject property in accordance with Chapter 247 subsection 7: \$55.
  - [3] More than 3 trees, where the trees are not being replaced on the subject property: \$110. with \$75. dedicated to the Tree Replacement Fund
- (j) Land use and affordable housing codes: \$30.
- (k) Master Plan: \$55.
- (l) Maintenance Code: \$10.
- (m) Registration of public utility, cable television company or local utility interested in receiving notice of hearings regarding development applications: \$10.
- (n) Voter registration verification letter: \$20.
- (o) Photocopies per letter size page or smaller, and per legal size page or larger: fees pursuant to Title 47, Public Records, NJSA 47:1A-5b.
- (p) Faxes: Faxes: fees pursuant to Title 47, Public Records, NJSA 47:1A-5b..
- (q) E-mail: fees pursuant to Title 47, Public Records, NJSA 47:1A-5b.
- (r) Search/retrieval: \$25 per hour, plus fees pursuant to Title 47, Public Records, 47:1A-5b
- (s) Free copies: other governmental agencies and officials and special reports, unless referenced herein, of interest to a significant number of residents that the Mayor and Council offer as available at the municipal offices.
- (t) Media-related reproductions.
  - [1] Video: Cost of material and services as applicable, which might include use of non-government reproduction services.
  - [2] Cassette: Cost of material and services as applicable, which might include use of non-government reproduction services.
  - [3] Electronic medium: Cost of material and services as applicable, which might include use of non-government reproduction services.
  - [4] Glossy digital 8 x 10: Cost of material and services as applicable, which might include use of non-government reproduction services.
  - [5] Colored 35mm 3x5: Cost of material and services as applicable, which might include use of non-government reproduction services.
- (u) Raffle: pursuant to N.J.A.C. 13:47-4.10.
- (v) Bingo: pursuant to N.J.A.C. 13:47-4.10.
- (w) Payroll fees: \$15. per employee hour worked, for personnel charges requested by agencies other than Borough departments.
- (x) Tree Donation Program:
  - [1] Downtown Tree, including engraved sidewalk paver \$260.
- (y) Facilities Usage:
  - [1] Class 1: Non-profit organization based in New Providence.
    - (a) Use of Borough Facility/ballfield: No charge except for:

- [i] A charge may be imposed when the facility is used after regular business hours or when determined necessary or appropriate by the Administrator.
- [ii] A charge will be imposed for fundraising events, or one for which a voluntary offering is collected. The fee will be determined by the Administrator after a review of the application. An additional fee may be assessed if the facility is left in an unsatisfactory condition after the event.
- [ii] In the use of any Borough facility/field, a charge will be made for requested incremental Borough services. This charge shall be assessed by the Administrator based on the incremental services provided.

[2] Class 2: Non-Profit organizations based out of New Providence

(a) Municipal Building:

- [i] Meeting room: \$20. per hour.
- [ii] Gym: \$50. per hour.
- [iii] Council Chambers: \$50. per hour.

(b) DeCorso Community Center:

- [i] Small meeting room: \$20 per hour
- [ii] Large meeting room (only): \$50. per hour
- [iii] Large meeting room (inc. kitchen): \$75. per hour.

(c) Borough Fields: per hour

- [i] Oakwood Park – upper: \$90.
- [ii] Oakwood Park – lower: \$100.
- [iii] Lincoln Field: \$50.
- [iv] Hillview Field: \$50.
- [v] Grove Terrace: \$50.
- [vi] Warner Field: \$50.
- [vii] Lions Park: \$50.
- [viii] Becton Dickinson Field: \$50.

[3] Class 3: For-profit organizations

(a) Municipal Building:

- [i] Meeting room: \$30. per hour.
- [ii] Gym: \$100. per hour.
- [iii] Council Chambers: \$100. per hour.

(b) DeCorso Community Center:

- [i] Small meeting room: \$30. per hour
- [ii] Large meeting room (only): \$75. per hour
- [iii] Large meeting room (inc. kitchen): \$125. per hour.

(c) Borough Fields: per hour

- [i] Oakwood Park – upper: \$180.

- [ii] Oakwood Park – lower: \$200.
- [iii] Lincoln Field: \$90.
- [iv] Hillview Field: \$90.
- [v] Grove Terrace: \$90.
- [vi] Warner Field: \$90.
- [vii] Lions Park: \$90.
- [viii] Becton Dickinson Field: \$90.

[4] Custodian Maintenance

In addition to the facility hourly rates above, a charge may be assessed for custodians/maintenance services when deemed necessary by the Borough Administrator

[5] Oakwood Park – Picnic Area Permits:

- [i] Residents: No charge.
- [ii] Non-residents: \$50.
- [iii] Local Businesses: \$50.

(z) Alcoholic Beverages:

[1] License Fees:

- (a) Plenary Retail Distribution Licenses: \$2,500.
- (b) Plenary Retail Consumption License: \$2,500.
- (c) Club License: \$180.00

(aa) Performance of Marriage or Civil Union Ceremonies:

By the Mayor, Acting Mayor or Judge: \$100.

(ab) Taxi – Limousine – Livery Permit

- [1] (a) Vehicle Fee (including one driver) \$25.00
- (b) Additional Driver Fee: \$5.00

(2) Public works.

- (a) Road opening permit: \$65.
- (b) Sewer connection fee: Residential each family unit \$4,500; Industrial-Commercial \$4,500 , unit (265 gal. Flow)
- (c) Inspection fees, post minimum of \$255. To cover the cost of Borough inspections for sanitary and road opening permits. The cost per inspection is \$85.
- (d) Post minimum of \$1,000. cash bond to cover restoration of disturbance. The amount may be increased as requested by the Borough Engineer.
- (e) Permanent Sewer Capping Fee: \$250.00
- (f) Temporary Sewer Capping Fee: \$85.00 Capping \$85.00 reconnection.
- (g) Sewer Use Fees:
  - [1] Any commercial or industrial user of the sanitary sewer and collection system, discharging more than 5,000 gallons per day into the system, shall pay a fee for use of the system of \$.001 for each gallon in excess of 5,000 gallons per day.

[2] Any user of the sanitary sewer and collection system, with multiple housing units, shall pay an annual fee of \$125 per unit in excess of 2 units.

[3] Industrial or Commercial users of the New Providence Wastewater Collection system shall be subject to testing, based on the potential contaminants used within the commercial or industrial property. The New Providence Licensed Plant Operator shall review information obtained from the property owners to determine whether said flow is detrimental to waste water collection system. The fee for testing of each sample performed by borough employees is \$50.00 and is billed monthly to each property owner. If the test requires the engagement of an outside laboratory, fees associated with the tests shall be billed to the property owner.

[4] All restaurants and food preparation establishments, including cafeterias within office complexes, shall pay an annual fee of \$500.00.

(h) Leaf Vacuuming Collection:

[1] Single Family Residential Dwelling: \$55. per season.

(3) Board of Adjustment.

(a) Use variance application: \$780.

(b) Subdivision, conditional use or site plan application, incidental to use variance: \$520. additional.

(c) All other applications for variances pertaining to R-1, R-2 and R-3 Residential Zones: \$312.

(d) Appeals, nonrelated to variance, and which result from the Construction Official's denial of a building permit: \$104

(e) Certified list of property owners: \$10.

(f) The fee for professionals review with the Consulting Engineer, Affordable Housing Consultant, Professional Planner, Attorney, (etc.) shall be predicated on the current hourly rate as defined in the annual contract between the Borough of New Providence and the respective professional.

(g) All fees herein provided for are to be paid upon submission of application and shall be a condition precedent for the consideration of the same.

(4) Planning Board.

(a) Conditional use application: \$520.

(b) Minor subdivision application: \$208.

(c) Major subdivision application: \$2080.

(d) Site plan application: \$520.

(e) Site plan application required only due to construction of an accessory structure or an addition to an existing principal structure within an area requiring Department of Environmental Protection Approval (floodplain or freshwater wetlands): \$520.

(f) Conditional use application in addition to subdivision or site plan application: \$520.

(g) Certified list of property owners: \$10.

(h) Variance incidental to subdivision, site plan or conditional use application: \$312. additional.

(i) The fee for professionals review with the Consulting Engineer, Affordable Housing

Consultant, Professional Planner, Attorney, (etc.) shall be predicated on the current hourly rate as defined in the annual contract between the Borough of New Providence and the respective professional.

- (j) The fee for additional required consultant services to the Planning Board shall be billed to the applicant predicated on the current hourly rate as defined in the current contract with the consultant but shall not exceed \$500 for commercial, industrial and major subdivision or site plan applications or \$100 for residential or minor subdivision applications.
- (k) All fees herein provided for are to be paid upon submission of application, except Subsection A(4)(j) and (k) above, and shall be a condition precedent for the consideration of such applications. Payment under Subsection A(4)(j) and (k) above are paid within five days of billing by the Borough to the applicant and must be paid prior to delivery of the endorsed final plats or certifications of approval.

(5) Construction Official, Building Department.

- (a) The fee for a construction permit shall be the sum of the subcode fees rounded to the nearest dollar amount, and shall be paid before the permit is issued:

[1] The building subcode fee shall be:

- [a] For new construction: For use groups B, H, I-1, I-3, M, E, R-1, R-2, R-3, R-4, U shall be \$0.047 and for use groups A-1, A-2, A-3, A-4, F-1, F-2, S-1, S-2 shall be \$0.026 per cubic foot of building or structure volume, provided there shall be a minimum fee of \$300.
- [b] For renovations, alterations and repairs, and fences over six feet in height or required barriers:
  - [i] Twenty-three dollars per \$1,000 of estimated cost of work up to \$20,000.
  - [ii] Twenty-one per \$1,000 of estimated cost of work after \$20,000 but under \$50,000.
  - [iii] Nineteen dollars per \$1,000 of estimated cost of work after \$50,000.
  - [iv] There shall be a minimum fee of \$50.
  - [v] Roof or siding permits for one and two family dwellings \$78.
  - [vi] Lead and radon abatement shall be \$146.
  - [vii] Asbestos Abatement shall be \$87.
- [c] For combinations of renovations and additions, the sum of the fees computed separately as renovations and additions.
- [d] For plan review, 25% of the amount to be charged for the construction permit shall be paid before the plans are reviewed, which amount shall be credited towards the construction permit fee.
- [e] For a permit for demolition of each building or structure:
  - [i] Residential dwelling: \$182
  - [ii] Accessory structure (pool or garage): \$78.
  - [iii] Commercial or industrial: \$390.
- [f] For a permit to erect a sign:
  - [i] Permanent: \$3.00 per sq. ft. the minimum fee shall be \$65.

- [ii] Temporary: \$25.
- [g] To provide for the training, certification and technical support required by the Unified Construction Code Act and the Regulations, the enforcing agency shall collect, in addition to the fees specified above, a surcharge fee of \$0.00 \$ .00371 per cubic foot of volume of new construction and surcharge fee of \$1.0019 per \$1,000 for alterations. Said surcharge fee shall be remitted to the Bureau of Housing Inspection, Department of Community Affairs. The surcharge fee shall be rounded to the nearest dollar on alterations, additions and new work.
- [h] The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be \$594. for Class I structure, \$120. for Class II and Class III structures.
- [i] All suspensions of permit pursuant to N.J.A.C. 5:23-2.16(b) will not be refundable in whole or in part. To reinstate a lapsed permit shall be 100% of the original fee.
- [j] The fee for an above ground swimming pool shall be \$104 and for an in-ground swimming pool it shall be \$182.
- [k] Fees for retaining walls shall be as follows:
  - (a) The fee for retaining wall with a surface greater than 550 sq. ft. that is associated with a class 3 residential structure shall be \$156.
  - (b) The fee for retaining wall with a surface less than 550 sq. ft. that is associated with a class 3 residential structure shall be \$78.
  - (c) The fee for a newly constructed retaining wall of any size other than a class 3 residential structure shall be based on the cost of construction as set forth in section (5) (a) [1] [b].
- (b) The fee for a certificate of occupancy shall be as follows:
  - [1] For each new residential dwelling use: 10% of the permit fee, with a minimum of \$100.
  - [2] For a new industrial or commercial use: 10% of the permit fee, with a minimum of \$286.
  - [3] For an addition to existing residential use: 10% of the permit fee, with a minimum of 100.
  - [4] For an addition to existing industrial or commercial use: \$286.
  - [5] For existing nonconforming use: \$286.
  - [6] For change of use: \$286.
  - [7] For continued occupancy: \$286.
  - [8] For certificate of clearance for lead abatement: shall be \$29.
- (6) Plumbing permits
  - (a) The plumbing subcode fee shall be:
    - [1] For each plumbing fixture, device and plumbing stack : \$16
    - [2] For each new water heater, water conditioner, refrigeration unit or alteration thereof installed within:
      - [a] A dwelling occupied by two families or fewer: \$52.
      - [b] Any building or structure, other than for the dwelling noted above, including commercial: \$68.



- [3] For each commercial, industrial or multi-family sewer or water permit: \$182.
- [4] For each single-family house sewer connection or water connection: \$130
- [5] For grease traps and oil separators: \$68.
- [6] Application fee for installing oil or gas heating systems and/or equipment in (a) dwelling occupied by two families or fewer: \$68.  
(b) Any building or structure other than the dwelling noted above: \$130.
- [7] Commercial application fee for installing or replacing oil or gas heating systems and/or equipment:
  - [a] Sixteen dollars per \$1,000 of estimated cost of work.
- [8] Roof drains: \$26. All use groups except for R-5.
- [9] Swimming Pool Drains: \$65.
- [10] Chimney liners: \$52. each.
- [11] Sump Pump: \$50. Each
- [12] Water Filtration System \$50. Each
- (b) For plumbing inspection and installation of cross-connections between main water supply system and other water supply system, the minimum fee shall be \$78.
- (c) The minimum plumbing subcode fee shall be: \$50.
- (d) Plumbing replacement fees in a one or two family residential dwelling:
  - [1] Replacement of water heater, gas or oil heating/cooling systems shall be \$52.
- (e) When applicable, the mechanical fees take precedence over the plumbing fees.
- (f) Installation of backflow devices:
  - [1] Residential: \$26.
  - [2] Commercial: \$68.
- (g) Gas piping: \$68 for first outlet, \$15 for each additional outlet.
- (7) Fire permits.
  - (a) Fire subcode fees for fire protection and other hazardous equipment shall be as follows:
    - [1] Sprinkler heads:
      - [a] One to 20: \$85.
      - [b] Twenty-one to 100: \$157.
      - [c] One hundred one to 200: \$301.
      - [d] Two hundred one to 400: \$779.
      - [e] Four hundred one to 1,000: \$1077.
      - [f] Over 1,000: \$1376.
    - [2] Residential smoke/heat detectors and carbon monoxide detectors:
      - [a] Residential:
        - [i] One to five: \$52.
        - [ii] Additional detectors: \$10. Each
      - [b] Commercial:
        - [i] One to five: \$68.

- [ii] Additional ten detectors: \$10. Each
  - [3] Preengineered fire alarm systems:
    - [a] \$130. per system.
  - [4] Standpipes: \$300. each.
  - [5] Oil or gas appliances: \$50. each new appliance.
  - [6] Commercial kitchen exhaust system: \$130. each.
  - [7] Factory built fireplaces and solid fuel stoves: \$52. each.
  - [8] Factory built chimneys: \$68. each.
  - [9] Backflow device: \$68.00
  - [10] Installation of fuel storage tanks:
    - [a] Residential: \$52.
    - [b] Commercial: \$208.
  - [11] Accessory, underground storage tank closures:
    - [a] Residential: \$78.
    - [b] Commercial or Industrial: \$260.
  - [12] Solar permit: \$50.
  - [13] The minimum fire subcode fee shall be \$50.
- (8) Elevators, mechanical systems and equipment.
- (a) Elevators. Elevator subcode fees shall be in accordance with the services rendered to the Borough pursuant to the existing contract entered into with an independent inspection service. A current list of said fees, as charged, is on file and may be made available by the Construction Official.
    - [1] The fee for a certificate of compliance for elevators upon satisfactory completion shall be \$27.
- (9) Mechanical systems (HVAC). Mechanical inspection fees shall be at the rate of 10% of the construction permit fees, with a minimum of \$50.
- (10) Electrical.
- (a) Electrical fixtures and devices:
    - [1] From one to 50 receptacles, fixtures and switches: \$65.
    - [2] Increments of 25 additional items: \$11.

For the purpose of computing this fee, the term "receptacles, fixtures and switches" shall include:

Lighting outlets, smoke detectors, heat detectors, intercom devices, thermostats, telephone outlets, fluorescent fixtures, pool bonding, burglar alarm devices, CRT outlets, and light standards
  - (b) Motors:
    - [1] Greater than one hp or less than or equal to 10 hp: \$16.
    - [2] Greater than 10 hp or less than or equal to 50 hp: \$52.
    - [3] Greater than 50 hp or less than or equal to 100 hp: \$104.

[4] Greater than 100 hp: \$520.

(c) Electrical devices, includes transformers and generators:

[1] Greater than 1 kw or less than or equal to 10 kw: \$16.

[2] Greater than 10 kw or less than or equal to 45 kw: \$52.

[3] Greater than 45 hp or less than or equal to 112.5 hp: \$104.

[4] Greater than 112.5 hp: \$520.

For the purpose of computing this fee, typical electric device sizes are listed below.

**(Source: 2015 NEC) NOTE!! ACTUAL NAMEPLATE KW RATING MUST BE NOTED ON APPLICATION TO ASSURE NO DELAY IN PERMIT ISSUANCE.\*\***

**AVERAGE FIELD RATINGS**

**Average Field Ratings:**

Electric dryer: 5.0 kw

Electric range: 10.8 kw

Surface units: 5.1 kw

Geo-thermal: kw range of 3.8 to 19.2

Electric baseboard heat, greater than four-foot length: 1.3 kw

Hard-wired microwave ovens: 1.44 kw

Hot water heater: 4.5 kw

Central air (per ton): 1.4 kw

Dishwasher: 1.2 kw

Heat Pump: 2.6 to 7.4 kw

Radiant Heat 1.3kw

(d) Service equipment: (term includes service panel, service entrance and subpanels). Each equipment piece priced as follows:

[1] Greater than 0 amp less than or equal to 200 amp: \$78.

[2] Greater than 200 amp less than or equal to 1,000 amp: \$104.

[3] Greater than 1,000 amp: \$520.

(e) Special electrical fees:

[1] Electrical permit for bonding, pools, hot tubs, spas: \$104.

[2] Electrical replacement fees in a one or two family residential dwelling: Replacement of water heater, gas or oil heating and air conditioning systems shall be \$26.

The minimum electrical subcode fee shall be: \$50.

(11) Zoning and resale permits.

(a) Residential: resale, change of tenant

[1] Smoke detector compliance certificate: \$100.

[2] Reinspection: \$25.

(b) Fire reports:

[1] Residential: \$15 each.

[2] Commercial: \$50 each.

(c) Fence permits under six feet: \$56.

(d) Shed permits (under 200 square feet): \$56.

- (e) Real estate signs: \$26.
  - (f) Special zoning sale permits: \$78.
  - (g) Patio/Driveways: \$56.
  - (h) Retaining walls under 4' in height: \$56.
  - (i) Outdoor seating: \$56.
  - (j) Zoning letter of compliance for commercial properties: \$286
  - (k) Temporary Sign: \$26.
  - (l) Temporary structure, tent or canopy: \$56. Each
  - (m) POD: \$25.
- (12) Police.
- (a) Fingerprinting, per individual:
    - [1] New Providence resident: no charge.
    - [2] Employee of a business located in New Providence: no charge.
    - [3] Nonresident: \$100.
  - (b) Contract escort service: \$100 per trip (within Borough limits).
  - (c) Police and Dispatcher examination:
    - [1] Initial examination: no charge.
    - [2] Second application and subsequent examination: \$25.
  - (d) Police accident reports:
    - [1] Party named in accident: No charge
    - [2] Expedited response: \$5
  - (e) Municipal Court Discovery:
    - [1] Photocopies: As per schedule promulgated by N.J. Administrative Director of the Courts
    - [2] Media-related reproductions: As per schedule promulgated by N.J. Administrative Director of the Courts
      - [a] Glossy digital 8" x 10": \$15. per photograph.
      - [b] Colored 35mm 3" x 5": \$2. per photograph (only if available)
    - [3] Actual postage cost of mailing.
  - (f) Vendor Escrow for Off Duty Police Officers:
    - [1] Overtime rate of top grade patrolman rounded up to the nearest dollar; and
    - [2] Payroll fee of \$15. per employee hour worked.
    - [3] Use of police vehicle: \$150. per day or any part thereof.
  - (g) Variable Message Board: \$150. per day or any part thereof.
  - (h) Towing License:
    - [1] License business: \$500.00

- (13) Engineering.
- (a) Tax maps: \$10 per sheet.
  - (b) Copies up to 24 inches by 36 inches: \$10 per sheet.
  - (c) Lot Grading:
    - [1] Initial Lot Grading Plan Review: \$400.
    - [2] Per each Subsequent Revised Plan: \$50.
    - [3] A deposit of \$500.00 shall be posted in escrow with the Borough to cover the review and inspections of the property by the Borough Engineer for purposes of determining compliance with the approved plan. At a minimum, three inspections will be performed: one prior to construction; one during construction; one after the completion of construction. Review and inspection costs shall be billed to the permit holder at the hourly rate as agreed to and approved by the Borough's Engineering Professional Service Agreement. Provided however, the total cost of the lot grading plan review for any single family residence encompassing a disturbance of ½ acre or less shall not exceed \$1000, such fee being separate and distinct from the fee for site inspections whose costs shall not be capped by the \$1000 limit set forth herein.
- (14) Financial matters.
- (a) Return of checks for insufficient funds: \$35.
  - (b) Duplicate tax bill: \$5 each.
  - (c) Duplicate tax sale certificate: \$25.
- (15) Community Activities.
- (a) Youth Programs for Spring/Fall: \$15. - \$600. per class.
  - (b) Adult Programs for Winter/Spring/Summer/Fall: \$15. - \$400. per class.
  - (c) Youth Programs for Summer: \$20. - \$600.
  - (d) Refunds: All refunds are subject to a \$10 - \$25. processing fee, unless Community Activities cancels class.
- (16) Miscellaneous.
- (a) Applicants requiring official municipal action for private purposes relative to clearing title of real estate or otherwise requiring adoption of an ordinance by the Borough of New Providence shall, upon determination of the Borough Council, be billed for the publication costs of said ordinance and such legal and engineering fees, if any, which may be occasioned to the Borough in providing the requested municipal relief.
  - (b) Pursuant to N.J.S.A. 47:1A-5c, a special service charge may be imposed if the nature, manner of collection, or volume of a government record is such that it cannot be reproduced by ordinary document-copying equipment in ordinary business size or involves an extraordinary expenditure of time and effort to accommodate request.

SECTION 2. This ordinance shall take effect after final passage and publication in the manner provided by law.

INTRODUCTION: March 28, 2023

PUBLIC HEARING: April 25, 2023

ADOPTION: April 25, 2023

BOROUGH OF NEW PROVIDENCE  
COUNTY OF UNION  
STATE OF NEW JERSEY

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Allen Morgan, Mayor

Attest:

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Wendi B. Barry, Borough Clerk