

APPENDIX A

**City of Summit
Appendix A Schedule of Fees**

**Schedule of Fees Contained In
The Revised General Ordinances Of The
City Of Summit**

ALARM SYSTEMS

Permit fees:

Appeal—\$25.00 (4-2.12)

Initial permit fee—\$60.00 (4-2.5)

Renewal of permit—\$25.00 (4-2.5)

ALCOHOLIC BEVERAGES

<i>Class of License</i>	<i>Annual License Fee</i>	<i>Maximum Number</i>
Plenary Retail Consumption License	\$2,400.00	8 (premises operated as a bona fide restaurant)
Plenary Retail Distribution License	\$1,980.00	12
Club License (6-3.7)	\$180.00	4

AMUSEMENT GAMES (Automatic or Electronic or Video)

License fees:

a. A license for the operation, maintenance or use of such machine shall be issued by the City Clerk to and in the name of the operator of the business where the machine will be located. The license shall be issued for one (1) year or any portion thereof, commencing January 1 of the year of issuance, and the fee therefor shall be:

\$578.00 per machine for the first through the tenth machine.

\$289.00 per machine for the eleventh through the twentieth machine.

\$116.00 per machine for each machine over twenty in number.

(4-3.4a)

Appeals—\$105.00 (4-3.11b)

AUTO LIVERIES

See Taxicabs.

SUMMIT CODE

BILLIARD ROOMS, POOL ROOMS, BOWLING ALLEYS

License fee—\$578.00 (4-4.5)

Appeal—\$116.00 (4-4.7b)

BOWLING ALLEYS

See Billiard Rooms, Pool Rooms, Bowling Alleys.

BUILDING SUBCODE FEES

See Construction Permits, a.

CATS

See Municipal General Services, Fees to be Collected by the Health Director.

CIRCUSES

See Theatrical Exhibitions, Circuses, Public Exhibitions.

CITY HALL CONFERENCE ROOMS

(Deleted by Ord. No. 2016-3111) (12-6)

COMMERCIAL PUBLICATIONS

License to distribute—\$173.00 (4-29)

COMMUNITY PROGRAMS/RECREATION PROGRAMS AND RENTALS

Programs and Fees.

Category	Fee Ranges
Sport Youth Programs	\$10.00 - \$400.00
Youth Programs	\$10.00 - \$400.00
Adult Programs	\$10.00 - \$400.00
Youth Camps	\$10.00 - \$400.00
Special Needs Programs	\$10.00 - \$200.00
Senior Programs	\$10.00 - \$100.00
Subsidized/Scholarship Programs	\$45.00 - \$300.00
Private Swim Lessons	\$25.00 - \$50.00

APPENDIX A

Category	Fee Ranges
Aquatic Programs	\$25.00 - \$400.00
Golf Programs	\$10.00 - \$400.00

The specific fees will be established by Resolution of the Common Council of the City of Summit.

(12-5.1)

Facilities, Showmobile, Field Rental Fees, Merchandise.

(Editor's Note: See also Appendix A, Schedule of Fees, 12-5.2.)

<i>Facilities:</i>	<i>Per Hour</i>
Gym	\$35.00
Benson Room	\$85.00
SFAC Swim Team Rentals	\$90.00
<i>Showmobile:</i>	
Permit Fee	\$500.00
Summit Nonprofit	\$200.00 per hour
Non-Summit Nonprofit	\$300.00 per hour
<i>Glenside Field:</i>	<i>Per Two Hours</i>
Lights – In County	\$65.00
Lights – Out of County	\$130.00
Additional half-hour purchase	\$20.00
<i>Merchandise:</i>	
Swim Diapers	\$7.00
Golf Balls	\$5.00
Hats/Visors	\$15.00

(12-5.2)

SUMMIT CODE

SPONSORSHIP FEES

	<i>Per Event</i>
<i>Movies:</i>	
Non-Profit	\$400.00
Partner	\$800.00
Premium	\$1,500.00
Series	\$5,000.00
<i>Concert Partners:</i>	
Single Concert	\$800.00
Two Concerts	\$1,600.00
Three Concerts	\$2,100.00
Four Concerts	\$2,500.00
<i>National Night Out:</i>	
Non-Profit	\$750.00
Partner	\$1,500.00
Premium	\$2,500.00
<i>Heritage Day:</i>	
Non-Profit	\$400.00
Partner	\$800.00
Premium	\$1,500.00
Presenting	\$5,000.00
<i>Special Events (TBD)</i>	
Non-Profit	\$500.00
Display Only	\$500.00
Partner	\$1,000.00
Premium	\$2,000.00
Single Event Sponsorship	\$350-\$3,000
Seasonal Special Event Sponsorship	\$2,500-\$15,000
Memorial Benches	\$1,500-\$2,000

The specific fees will be established by Resolution of the Common Council of the City of Summit.

(12-5.2A)

APPENDIX A

CONSTRUCTION PERMITS (14-1.2)

The fee for construction permits shall be the sum of the applicable fees listed in paragraphs a. through m. hereof and shall be paid before the permit is issued, except as modified in paragraph m. for mechanical permit fees.

- a. *Building Subcode Fees.* The Building Subcode fees shall be as follows:
 1. For new buildings and structures and additions:
 - (a) For Use Groups B, E, H, I, M, and R-1, \$0.04 per cubic foot;
 - (b) For Use Groups A, F, R-2, S and U. \$0.03 per cubic foot;
 - (c) For Use Groups R-3, R-4, and R-5 including accessory buildings and structures, \$0.02 per cubic foot.
 2. For alterations or renovations, fees shall be calculated on the total estimated cost (value) of the work, including labor and materials:
 - (a) For a value to fifty thousand (\$50,000.00) dollars, twenty (\$20.00) dollars per one thousand (\$1,000.00) dollars of estimated value;
 - (b) For a value from fifty thousand one (\$50,001.00) dollars to one hundred thousand (\$100,000.00) dollars, fifteen (\$15.00) dollars per one thousand (\$1,000.00) dollars of estimated value;
 - (c) For a value over one hundred thousand (\$100,000.00) dollars, thirteen (\$13.00) dollars per one thousand (\$1,000.00) dollars of estimated value.
 3. For a swimming pool, the fee shall be fifty (\$50.00) dollars;
 4. For fences, the fee shall be forty (\$40.00) dollars;
 5. Fees for signs shall be two (\$2.00) dollars per square foot of sign area, calculated on one (1) side of double-faced signs;
 6. Fees for asbestos removal shall be fifty (\$50.00) dollars, as specified by N.J.A.C. 5:23-8.10;
 7. The fee for lead hazard abatement work shall be fifty (\$50.00) dollars. The fee for a lead hazard abatement certificate shall be thirty-fiver (\$35.00) dollars;
 8. The fee for a retaining wall associated with a Class 3 residential structure shall be fifty (\$50.00) dollars. The fee for a retaining wall at other than a Class 3 residential structure shall be based on the cost of construction;
 9. The fee for roofing and siding work completed on structures of Group R-3 or R-5 shall be one hundred (\$100.00) dollars.

SUMMIT CODE

10. Fees for demolition shall be as follows:

(a) For a one (1) or two (2) family dwelling, seventy-five (\$75.00) dollars per dwelling unit;

(b) For any other building or structure, one hundred (\$100.00) dollars per building or structure;

(c) For removal of an underground storage tank, forty (\$40.00) dollars per tank;

(d) Fees for partial demolitions in anticipation of construction shall be calculated as an alteration, with the fees set forth in (b) above.

11. A training fee surcharge, as mandated by N.J.A.C. 5:23-4.19, shall be charged for new buildings and structures, and additions to and alterations of existing buildings and structures.

12. The fees for a project which includes new construction, alterations and/or renovations shall be computed as the sum of the fees computed separately in accordance with the above;

13. The minimum building subcode fee shall be forty (\$40.00) dollars.

b. *Plumbing Subcode Fees.* The Plumbing Subcode fees shall be as follows:

1. For installation or replacement of plumbing fixtures, and devices, such as but not limited to water closets, urinals, bidets, bathtubs, showers, lavatory, sinks, floor drains, dishwashers, drinking fountains, washing machines, hose bibbs, water heaters, trap primers, plumbing stacks, and other similar devices, the fee shall be fifteen (\$15.00) dollars each;

2. For installation or replacement of special fixtures and devices, such as but not limited to grease traps, oil separators, backflow preventors, water-cooled air conditioners, commercial refrigeration units, steam boilers, water boilers, commercial cooking equipment, automatic fuel shut-off devices, gas piping, sewer pumps, fuel oil piping, underground sprinkler systems, the fee shall be forty (\$40.00) dollars each;

3. For utility service installations and/or connections, including potable water, fire service water, sewer, and gas, the fees shall be one hundred (\$100.00) dollars per connection.

4. For any solar system installation, the fee shall be fifty (\$50.00) dollars.

5. The minimum plumbing subcode fee shall be forty (\$40.00) dollars.

c. *Electrical Subcode Fees.* The Electrical Subcode fees shall be as follows:

APPENDIX A

1. For installation or replacement of outlets, fixtures, receptacles, including lighting outlets, wall switches, fluorescent fixtures, line voltage smoke detectors, low voltage fire alarm systems, burglar alarm systems, convenience receptacles or similar fixtures, and motors or other devices of less than one (1) horsepower or kilowatt, the fee shall be as follows:

(a) From one (1) to fifty (50) devices, the fee shall be fifty (\$50.00) dollars;

(b) For each additional twenty-five (25) devices, the fee shall be twenty (\$20.00) dollars;

2. For each motor or similar electrical device, the fees shall be as follows:

(a) For one (1) to ten (10) horsepower, the fee shall be ten (\$10.00) dollars;

(b) For eleven (11) to fifty (50) horsepower, the fee shall be thirty-five (\$35.00) dollars;

(c) For fifty-one (51) to one hundred (100) horsepower, the fee shall be one hundred twenty-five (\$125.00) dollars;

(d) For over one hundred (100) horsepower, the fee shall be five hundred (\$500.00) dollars.

3. For transformers and generators over one (1) kilowatt, the fee shall be as follows:

(a) For up to ten (10.0) kilowatts, the fee shall be ten (\$10.00) dollars;

(b) For up to forty-five (45.0) kilowatts, the fee shall be forty-five (\$45.00) dollars;

(c) For up to one hundred twelve point five (112.5) kilowatts, the fee shall be eighty-five (\$85.00) dollars;

(d) For over one hundred twelve point five (112.5) kilowatts, the fee shall be eight hundred (\$800.00) dollars.

4. For electrical service entrance, service panel, sub-panel installations or replacements, the fees shall be as follows:

(a) For up to two hundred (200) amps, the fee shall be forty (\$40.00) dollars;

(b) For two hundred one (201) to one thousand (1,000) amps, the fee shall be one hundred twenty-five (\$125.00) dollars;

(c) For over one thousand (1,000) amps, the fee shall be one thousand (\$1,000.00) dollars;

SUMMIT CODE

5. For photovoltaic systems, the fee shall be based on the designated kilowatt rating of the solar photovoltaic systems as follows:

(a) One (1) to fifty (50) kilowatts, the fee shall be fifty (\$50.00) dollars.

(b) Fifty-one (51) to one hundred (100) kilowatts, the fee shall be one hundred (\$100.00) dollars.

(c) Greater than one hundred (100) kilowatts, the fee shall be five hundred (\$500.00) dollars.

6. The minimum electrical subcode fee shall be forty (\$40.00) dollars.

d. *Fire Protection Subcode Fees.* The Fire Protection Subcode fees shall be as follows:

1. For installation or replacement of fire protection systems, such as sprinkler systems, smoke or heat or other types of automatic detection systems, manual alarm systems, the fees shall be calculated on the number of individual component devices, as follows:

(a) From one (1) to twenty (20), the fee shall be fifty (\$50.00) dollars;

(b) From twenty-one (21) to one hundred (100), the fee shall be one hundred (\$100.00) dollars;

(c) From one hundred one (101) to two hundred (200), the fee shall be two hundred (\$200.00) dollars;

(d) From two hundred one (201) to four hundred (400), the fee shall be three hundred (\$300.00) dollars;

(e) From four hundred one (401) to one thousand (1,000), the fee shall be five hundred (\$500.00) dollars;

(f) For over one thousand (1,000), the fee shall be fifty (\$50.00) dollars per hundred;

2. For installation or replacement of standpipe systems, the fee shall be one hundred (\$100.00) dollars per standpipe;

3. For pre-engineered extinguishing systems, such as but not limited to dry chemical, foam, halon, carbon dioxide, and wet chemical systems, the fee shall be seventy-five (\$75.00) dollars each;

4. For gas and oil-fired heat producing appliances, such as but not limited to furnaces, boilers, industrial ovens, processing equipment, and other similar devices the fee shall be thirty (\$30.00) dollars each, except that there shall be no charge for water heaters in one (1) and two (2) family dwellings;

APPENDIX A

5. For incinerators and crematoriums, the fee shall be three hundred (\$300.00) dollars each.

6. For solid fueled appliances, such as wood stoves, coal stoves, masonry fireplaces, pre-manufactured fireplaces, the fee shall be thirty (\$30.00) dollars per appliance;

7. For commercial cooking exhaust systems, the fee shall be one hundred (\$100.00) dollars per system;

8. The minimum fire protection subcode permit fee shall be forty (\$40.00) dollars, except as modified by paragraph 4. above.

e. *Elevator Subcode Fees.* The fee for elevators shall be as follows:

1. For each elevator installation or replacement, the plan review fee shall be two hundred sixty (\$260.00) dollars per car;

2. For each elevator installation or replacement in a one (1) or two (2) family dwelling, the plan review fee shall be fifty (\$50.00) dollars per device.

3. For required inspections, the fee shall be as set forth in N.J.A.C. 5:23-12.6, test and inspection fees.

f. *Fees for Minor Work.* Fees for minor work in any subcode (as defined by N.J.A.C. 5:23-2.17A) shall be calculated on the basis of thirteen (\$13.00) dollars per one thousand (\$1,000.00) dollars of estimated cost.

g. *Fee for Plan Review.* The fee for plan review shall be twenty (20%) percent of the anticipated total permit fees, and may be required to be paid when the permit application and plans are filed, and before the plans are reviewed. The amount paid for this fee shall be credited toward the final permit fees, provided that the plan review fee shall not be refundable.

h. *Estimated Value of Work.* The estimated cost (value) of work for any subcode includes all costs normally associated with the work, such as labor and materials (including those donated) and contractor's profit. The amounts entered on the permit application forms are subject to review by the Construction Official, who may approve or modify them as he deems necessary.

i. *Special Inspections.* Special overtime inspections: a permit holder may request special inspections outside of the normal business workday. The fee for these inspections shall be seventy-five (\$75.00) dollars for the first hour, and fifty (\$50.00) dollars for each additional hour. When the inspection is not continuous with the business workday, the fees shall be one hundred (\$100.00) dollars for the first hour, and fifty (\$50.00) dollars for each additional hour.

j. *Lapsed Permit.* Reinstatement of a lapsed construction permit:

1. For any permit (including all subcodes) which has lapsed after six (6) months of no work, no additional fee shall be charged;

SUMMIT CODE

2. For any permit (including all subcodes) which has lapsed after twelve (12) months of no work, the fee(s) shall be calculated as for a new application.

k. *Private On-Site Inspections and Plan Review Agencies.* Whenever the City contracts for services of a private, on-site inspection and plan review agency to enforce one (1) or more subcodes, the following shall apply:

1. The fees charged for work done by that agency shall be the same fees as set by the Department of Community Affairs pursuant to N.J.A.C. 5:23-4.18 and N.J.A.C. 5:23-4.20. These fees shall be available for public inspection at the Office of Code Administration;

2. The Office of Code Administration shall add administrative surcharges of fifteen (15%) percent of the relevant subcode fees to cover its costs associated with administering the third party agency.

l. *Certificates of Occupancy, Compliance and Approval.*

1. For certificates of occupancy, the fees shall be as follows:

(a) For a one (1) and two (2) family dwelling unit, fifty (\$50.00) dollars per unit;

(b) For all other use groups, ten (10%) percent of the total construction permit fee, with a minimum certificate fee of one hundred (\$100.00) dollars per certificate;

2. For a certificate of continued occupancy, the fee shall be one hundred (\$100.00) dollars per unit;

3. For a certificate of compliance for elevators, the fees shall be as set forth in N.J.A.C. 5:23-12.6, Inspections and Tests.

4. For a certificate of approval for equipment or for buildings and structures not subject to occupancy, no fee shall be charged pursuant to N.J.A.C. 5:23-4.18.

m. *Mechanical Permit Fees.* The fee for a mechanical permit issued for refrigeration, air conditioning or ventilating equipment, gas piping or heating systems in one (1) or two (2) family structures shall be forty (\$40.00) dollars for the first device and an additional ten (\$10.00) dollars for each additional device. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment, except that an electrical permit and applicable fees shall be collected when required.

(Ord. No. 1664; Ord. No. 1938; Ord. No. 2101; Ord. No. 2121 §§ 2, 3; Ord. No. 2389 § 1; Ord. No. 2011-2947)

(14-1.2)

APPENDIX A

DANCE HALLS (PUBLIC)

Fees for License. The following fees shall be charged for public dance license fees:

a. Any room or place in any building actually and exclusively used in the work of associations and corporations organized exclusively for the moral and mental improvement of men, women and children for religious or charitable purposes, shall pay a license fee of fifty-eight (\$58.00) dollars.

b. Any room or place which is conducted as a dancing school shall pay the following license fee based on:

Maximum Enrollment any one day

1—25 students	\$145.00
26—100 students	\$163.00
Over 100 students	\$260.00

c. Any other room or place conducted as public dance shall pay a license fee of one thousand one hundred fifty-five (\$1,155.00) dollars.

(4-28.9)

DEVELOPMENT REGULATIONS

Application Fees and Escrow Deposits. [Amended 12-1-2020 by Ord. No. 20-3224]

A. *Obligation to Pay Development Application Fees and Fees for Professional Services.* An applicant submitting an application for development shall pay such application fees as are due the City and all reasonable costs for professional services, including, without limitation, engineering, legal, planning, licensed stenographic court reporting and other services, incurred by the City in connection with the review, approval or denial by the Planning Board or Zoning Board of Adjustment, or other advisory committee or commission of the City, or by the Common Council of any aspect thereof, including appeals, informal review of a concept plan by such boards and reviews to insure that conditions of approvals have been satisfied. Such professional services may be provided by employees of the City who are professionals, or by professionals or consultants retained by the City on a general basis, or retained specifically for an application by the board of jurisdiction or the City. In conjunction with payment of such professional fees, the applicant shall make an escrow deposit in the amount and manner set forth herein and shall execute an agreement in a form provided by the City obligating the applicant to pay such fees. The application fee is a flat fee to cover direct administrative expenses and is nonrefundable. (35-6.1A)

B. *Amount of Fees and Escrow Deposits Due.* Each applicant shall, prior to an application for development being deemed complete, submit to the Administrative Officer, in cash or by certified check or money order, the sums below as application fees and escrow deposits. When

SUMMIT CODE

required, a fully executed escrow agreement in the form provided by the City shall be submitted. Where one (1) application for development includes more than one (1) approval request (for example, a request for combined preliminary and final major subdivision approval or an application for development involving a new commercial building with a parking lot), the sum of the individual required fees shall be paid. (35-6.1B)

C. *Computation of Fees for Professional Services.* In the case of City professionals not on an annual salary, but paid at an hourly rate for services, the cost to be billed shall be the amount actually billed for work done on the application at the rate which the professional bills the City for all municipal work of the same nature. In the case of a professional on salary from the City, the cost to be billed shall be the hourly prorated salary of the professional, multiplied by the number of hours spent on the application and further multiplied by two hundred (200%) percent to include all staff support and overhead. (35-6.1C)

D. *Accounting.* The City shall render a written final accounting to the applicant on the uses to which the escrow deposit was put. Thereafter, the City shall, upon written request, provide copies of the vouchers withdrawing funds from the escrow deposit to the applicant. (35-6.1D)

E. *Fees Required*

1. *Residential Site Plan and Subdivision Fees:*

Application	Fees	Escrow to be Deposited
Concept Plan	\$250.00	0-20 lots/units: \$100.00 per lot or unit; 21+ lots/units: \$2,000.00 + \$50.00 per lot/ unit in excess of 20
Minor Subdivision	\$500.00	\$300.00 + \$200.00 per lot
Site Plans		
Preliminary:	\$250 + \$250/lot	\$2,500.00 + \$50.00 per lot or dwelling unit
Final:	75% of preliminary fee	\$1,000.00 + \$50.00 per lot or dwelling unit
Major Subdivisions		
Preliminary:	\$250 + \$250/lot	\$2,500.00+ \$50.00 per lot or dwelling unit
Final:	50% of preliminary fee	\$1,000.00 + \$50.00 per lot or dwelling unit

APPENDIX A

2. *Commercial/Industrial Development Application: Subdivisions:*

Application	Fees	Escrow to be Deposited
Concept Plan	\$250.00	\$1,000.00
Minor Subdivision:	\$250.00 + \$250.00/lot	\$1,000.00 + \$500.00/lot
Major Subdivisions:	\$250.00 + \$250.00/lot	\$2,500.00 + \$50.00/lot
Final:	50% of preliminary fee	\$1,000.00 + \$50.00/lot

If an application involves 10 or more acres, an additional \$100.00 for each acre, or fraction thereof, in excess of 10 acres.

3. *Commercial/Industrial Development Application—Site Plans:*

Application	Fees	Escrow to be Deposited
Concept Plan	\$250.00	\$1,000.00
Preliminary:	\$250 + \$100/acre + \$100 per 10,000 sq. ft. of new building area	200% of application fee
Final:	75% of preliminary application fee	100% of application fee

4. *One- and two-family development applications.*

Application	Fees	Escrow to be Deposited
One- or two-family residences: bulk ("c") variances under N.J.S.A. 40:55D-70c	\$200.00	\$800.00
One or two-family residences: floor area ratio ("d"4) variances under N.J.S.A. 40:55D-70d	\$200.00	\$800.00

5. *Other Submissions:*

SUMMIT CODE

Application	Fees	Escrow to be Deposited
Conditional use approval	\$250.00	\$750.00
Appeals under N.J.S.A. 40:55D-70a	\$250.00	\$500.00
Interpretation or special questions under N.J.S.A. 40:55D-70b	\$250.00	\$500.00
Bulk variances under N.J.S.A. 40:55D-70c	\$500.00	\$1,000.00
Use variances under N.J.S.A. 40:55D-70d	\$1,000.00	\$2,000.00
Permits under N.J.S.A. 40:55D-34 and 36	\$250.00	\$250.00
Modifications of previously submitted plans without changes to FAR	50% of original fee	\$1,000.00
All other modifications of previously submitted plans without changes to FAR	50% of original fee	\$1,000.00
Resubmittal of an application for preliminary or final major subdivision or site plan approval where applicant has submitted an application deemed incomplete	\$125.00	None
Informal Technical Review Committee meeting	\$250.00	\$750.00
Rezoning/ordinance amendment request	\$750.00	\$1,500.00
List of persons within 200 feet, including	\$11.00	None

APPENDIX A

Application	Fees	Escrow to be Deposited
area map		
Subdivision certificate of approval	\$10.00	None
Certificate of noncompliance (Section 68 application)	\$50.00	None

6. *Amended Submissions:*

	Application Fees	Escrow to be Deposited
Revised or amended plans or submission in all categories	50% of original application fee	An amount not to exceed 50% of the original escrow requirement as determined by the designation agent of the board of jurisdiction

7. If there is any reasonable doubt as to the likelihood of the intended use conforming to the performance standards, the Planning Board or Zoning Board of Adjustment shall request a deposit of \$1,000 to be submitted with the application, which will be used to defray the cost of the special reports required to process it.

8. *Special Meetings.* Whenever an applicant has requested a special meeting or meetings of the Planning Board, Zoning Board of Adjustment, or the Common Council, the applicant shall be responsible for all costs incurred by the City as a result of such special meeting(s), including, without limitation, costs for attendance of the Board secretary and attorney, City professional services, City staff, custodial services in opening and closing the building in which the meeting is held, and all similar reasonable expenses. (§ 35-6.1E8)

F. *Miscellaneous.*

1. For site plans involving only expansion of or additions to existing buildings, fees and escrow deposits shall be calculated on the area of the expansion or addition in accordance with § 35-6.1E.

2. For modifications within the footprint of existing buildings, fees and escrow deposits shall be calculated in accordance with § 35-6.1E.

3. Professional review fees for subdivision or site plan applications may be proportioned to stages of submittals as approved by the board of jurisdiction.

SUMMIT CODE

4. Unexpended escrow deposits for concept plans shall be credited against escrow deposits due upon filing of an application for development.
(35-6.1F)

G. *Escrow Deposits.*

1. Within forty-five (45) days after the filing of an application for development, the Administrative Officer shall review the application to determine whether the escrow amounts set forth above are adequate, including whether escrow fees should be charged for applications for which the escrow deposit is listed as "None." In conducting such review, the following criteria shall be considered.

- a. The presence or absence of public water or sewer servicing the site.
- b. Environmental considerations, including, but not limited to, geological, hydrological and ecological factors.
- c. Traffic impact of the proposed development.
- d. Impact of the proposed development on existing aquifer or water quality.
- e. Impact on improvements which might require off-tract or off-site contribution agreements.
- f. Impact on open space landscaping, woodlands and the like.
- g. The need for a developer's agreement between the applicant and the City.
- h. The anticipated costs for professional services to be paid by the applicant in accordance with this Article.

2. If additional sums are deemed necessary, the applicant shall be notified of the required additional amount and shall add such sum to the escrow within fifteen (15) days of receipt of such notice for additional sums. Each applicant shall, prior to the application being deemed complete, submit to the City Treasurer, in cash or by certified check or money order, the amount of additional escrow deposit determined by the Administrative Officer to be due in accordance with this section, and shall complete all forms as required by such designated official. The board of jurisdiction may make the continued current payment of all escrow fees due and to be due under this section from an applicant a condition of the approval of any application. (35-6.1G)

H. *Payment of Additional Escrow Fees Due.*

1. Upon the funds in the escrow account being reduced to thirty (30%) percent of the amount initially deposited, the Administrative Officer shall forthwith bill the applicant for any charges for professional services, it being the intent of this Article that the thirty (30%) percent be retained in the escrow account at all times until any refunds are due.

APPENDIX A

2. The Administrative Officer shall also bill the applicant for any professional services covered by this Article, whether or not funds have been refunded pursuant to this Article.

3. Payment is due within 15 days of receipt of such bills.
(35-6.1H)

I. *Failure to Pay Escrow Amounts Due.*

1. If an applicant has failed to pay any amounts due under this Article, the City may stop construction until such amounts, together with penalties equal to an interest payment on unpaid bills of 1 1/2% percent per month and any legal fees and expenses necessary to collect any unpaid bills, are paid; deny the issuance of any construction permits or certificates of occupancy if such amounts are due and payable; or deem any approval conditioned by the board of jurisdiction on applicant's payment of any amounts under this Article to be null and void as though the board of jurisdiction had denied such application on the date of conditional approval. The board of jurisdiction may in its discretion dismiss, adjourn or deny the application if the applicant has failed to pay any amounts due under this article.

2. In addition, all escrow charges which have been billed and remain unpaid shall become a lien on the premises with respect to which said charges are required and shall remain so until paid. Said overdue charges shall accrue the same interest from time to time as taxes upon real estate in the City. The City shall have the same remedies for the collection thereof with interest, costs and penalties as it has by law for the collection of taxes upon real estate. The applicant shall be responsible for all costs of collection of unpaid escrow fees, including attorney's fees and all costs. (35-6.1I)

J. *Appeal of Amounts Charged Against Escrow.*

1. The applicant shall notify in writing the Common Council, with copies to the Chief Financial Officer, the approving authority, and the professional whenever the applicant disputes a charge against escrow for services rendered.

2. The process for reviewing the appeal, and those processes for further consideration of the Common Council's decision, are stipulated in N.J.S. 40:55D-53.2a et seq.
(35-6.1J)

K. *Unexpended Escrow Funds.*

All unexpended escrow funds shall be refunded to the applicant within a reasonable time after the last certificate of occupancy is issued and all conditions and requirements of development approvals and any development agreement are satisfied, or such earlier time as the Administrative Officer certifies that all professional services to be paid by escrow funds have been completed and billed. The refunding process will be in accordance with the guidelines and procedures established by the City in effect at that time. In no event, however, shall any application fees required pursuant to this Article be refunded. (35-6.1K)

SUMMIT CODE

L. *Itemized Bills.*

An itemized accounting for fees paid or due and owing from escrowed funds will be forwarded to the applicant when the escrow amount has been reduced to less than thirty (30%) percent of the amount initially deposited, it being the intent of this section that thirty (30%) percent of such amount be retained in the escrow account until the inspections are completed. Payment is due within fifteen (15) days of receipt of such bill. Interest at the rate of one and one-half (1 1/2%) percent per month shall be charged on all payments not received within fifteen (15) days of receipt of the bill. All unexpended escrow funds shall be returned to the applicant within a reasonable time after receipt of written request of the applicant, and the City Engineer certifies that the inspections have been completed, and the release of escrow funds approved. (35-6.1L)

M. *Deposit of Escrow Funds.*

The City Treasurer shall deposit all escrow funds in accordance with N.J.S.A. 40:55D-53.1, and shall charge the administration fee permitted to defray the cost of administrating said account. (35-6.1M)

Guarantees. [Amended 12-1-2020 by Ord. No. 20-3224]

A. *Requirements for approval of final plat.* No final plat shall be approved until all items required to be bonded (on-site, off-site, on-tract and off-tract) have been installed, approved by the City Engineer, or their installation shall have been provided for by a performance guarantee accepted and approved by the City Engineer. No partially completed facility shall be accepted for any item which has further stages of work or which will need to be altered or reworked due to the installation of any other facility. A performance bond for an approved site plan shall be provided.

B. *Submission of estimate of cost.* The performance guarantee estimate of the cost of improvements shall be submitted by the applicant to the City Engineer, who will accept or modify the amounts in that estimate as part of his report on final plat review. The approving authority or City Engineer may request the applicant to update this estimate as required.

C. *Performance guarantee requirements.*

1. Before filing of final subdivision plats or recording minor subdivision deeds or as a condition of final site plan approval or as a condition to the issuance of a zoning permit pursuant to Subdivision d of N.J.S.A. 40:55D-65, the City shall require and shall accept in accordance with the standards set forth herein below and regulations adopted pursuant to N.J.S.A. 40:55D-53a for the purpose of assuring the installation and maintenance of certain on-tract improvements, the furnishing of a performance guarantee, and provision for a maintenance guarantee in accordance with the provisions of this section.

a. The developer shall furnish a performance guarantee in favor of the City in an amount not to exceed 120% of the cost of installation of only those improvements required by an approval or developer's agreement, ordinance, or regulation to be dedicated to a public

APPENDIX A

entity, and that have not yet been installed, which cost shall be determined by the City Engineer, according to the method of calculation set forth in Section 15 of P.L.1991. c.256 (N.J.S.A. 40:55D-53.4), for the following improvements as shown on the approved plans or plat: streets, pavement, gutters, curbs, sidewalks, streetlighting, street trees, surveyor's monuments, as shown on the final map and required by the Map Filing Law, P.L.1960, c.141 (N.J.S.A. 46:23-9.9 et seq.; repealed by Section 2 of P.L.2011, c.217) or N.J.S.A. 46:26B-8 through N.J.S.A. 46:26B-8, water mains, sanitary sewers, community septic systems, drainage structures, public improvements of open space, and any grading necessitated by the preceding improvements.

b. The developer shall also furnish a performance guarantee, to include, within an approved phase or section of a development, privately owned perimeter buffer landscaping, as required by the City Code or imposed as a condition of approval. At the developer's option, a separate performance guarantee may be posted for the privately held perimeter buffer landscaping.

c. The applicant shall prepare and submit to the City Engineer for review an itemized cost estimate of the improvements covered by the performance guarantee, which itemized cost estimate shall be appended to each performance guarantee posted by the obligor.

d. The performance guarantee shall be in the City's prescribed form of performance bond on which the developer shall be principal, and secured either by a bonding or surety company approved by the Council or by a certified bank or cashier's check, the proceeds of which shall be returnable to the developer without interest after full compliance by the developer with all of the requirements of this chapter and the developer's agreement.

e. The performance guarantee shall be approved by the City Engineer as to form, sufficiency and execution. Such performance guarantee shall run for a period to be fixed by the approving authority but, in no case, for a term of more than three years. However, with the consent of the owner and of the surety, if there be one, the Common Council may, by resolution, extend the term of such performance guarantee for an additional period or periods not to exceed, in the aggregate, three years. As a condition or as part of any such extension, the amount of any performance guarantee shall be increased or reduced, as the case may be, to an amount not to exceed 120% of the cost of the installation, as determined as of the time of the passage of the resolution. The amount of the performance guarantee may be reduced by the Common Council by resolution when portions of the required improvements have been installed.

f. A successor developer must furnish a replacement performance guarantee, as a condition to the approval of a permit update under the State Uniform Construction Code, for the purpose of updating the name and address of the owner of property on a construction permit.

g. In the event that the developer shall seek a temporary certificate of occupancy for a development, unit, lot, building, or phase of development, as a condition of the issuance thereof, the developer shall furnish a separate guarantee, referred to herein as a "temporary certificate of occupancy guarantee," in favor of the City in an amount equal to 120%

SUMMIT CODE

of the cost of installation of only those improvements or items which remain to be completed or installed under the terms of the temporary certificate of occupancy and which are required to be installed or completed as a condition precedent to the issuance of the permanent certificate of occupancy for the development, unit, lot, building or phase of development and which are not covered by an existing performance guarantee. Upon posting of a temporary certificate of occupancy guarantee, all sums remaining under a performance guarantee, required pursuant to § 35-6.2C1a, which relate to the development, unit, lot, building, or phase of development for which the temporary certificate of occupancy is sought, shall be released. The scope and amount of the temporary certificate of occupancy guarantee shall be determined by the Zoning Officer, City Engineer, or other municipal official designated by ordinance. At no time may the City hold more than one guarantee or bond of any type with respect to the same line item. The temporary certificate of occupancy guarantee shall be released by the Zoning Officer, City Engineer, or other municipal official designated by ordinance upon the issuance of a permanent certificate of occupancy with regard to the development, unit, lot, building, or phase as to which the temporary certificate of occupancy relates.

2. The developer shall also furnish to the City a safety and stabilization guarantee, in favor of the City. At the developer's option, a safety and stabilization guarantee may be furnished either as a separate guarantee or as a line item of the performance guarantee. A safety and stabilization guarantee shall be available to the City solely for the purpose of returning property that has been disturbed to a safe and stable condition or otherwise implementing measures to protect the public from access to an unsafe or unstable condition, only in the circumstance that:

a. Site disturbance has commenced and, thereafter, all work on the development has ceased for a period of at least 60 consecutive days following such commencement for reasons other than force majeure; and

b. Work has not recommenced within 30 days following the provision of written notice by the City to the developer of the City's intent to claim payment under the guarantee. The City shall not provide notice of its intent to claim payment under a safety and stabilization guarantee until a period of at least 60 days has elapsed during which all work on the development has ceased for reasons other than force majeure. The City shall provide written notice to a developer by certified mail or other form of delivery providing evidence of receipt.

c. The amount of a safety and stabilization guarantee for a development with bonded improvements in an amount not exceeding \$100,000 shall be \$5,000.

d. The amount of a safety and stabilization guarantee for a development with bonded improvements exceeding \$100,000 shall be calculated as a percentage of the bonded improvement costs of the development or phase of development as follows:

(1) Five thousand dollars for the first \$100,000 of bonded improvement costs; plus

APPENDIX A

(2) Two and a half percent of bonded improvement costs in excess of \$100,000 up to \$1,000,000; plus

(3) One percent of bonded improvement costs in excess of \$1,000,000.

e. The City shall release a separate safety and stabilization guarantee to a developer upon the developer's furnishing of a performance guarantee which includes a line item for safety and stabilization in the amount required under this subsection.

f. The City shall release a safety and stabilization guarantee upon the City Engineer's determination that the development of the project site has reached a point that the improvements installed are adequate to avoid any potential threat to public safety.

3. Prior to the release of a performance guarantee required pursuant to this section, the developer shall post with the City a maintenance guarantee in an amount not to exceed 15% of the cost of the installation of the improvements which are being released.

4. If required, the developer shall post with the City, upon the inspection and issuance of final approval of the following private site improvements by the City Engineer, a maintenance guarantee in an amount not to exceed 15% of the cost of the installation of the following private site improvements: stormwater management basins, inflow and water quality structures within the basins, and the outflow pipes and structures of the stormwater management system, if any, which cost shall be determined according to the method of calculation set forth in Section 15 of P.L.1991, c.256 (N.J.S.A. 40:55D-53.4).

a. The term of the maintenance guarantee shall be for a period not to exceed two years and shall automatically expire at the end of the established term.

b. In the event that other governmental agencies or public utilities automatically will own the utilities to be installed or the improvements are covered by a performance or maintenance guarantee to another governmental agency, no performance or maintenance guarantee, as the case may be, shall be required by the City for such utilities or improvements.

5. The time allowed for installation of the bonded improvements for which the performance guarantee has been provided may be extended by the governing body by resolution. As a condition or part of any such extension, the amount of any performance guarantee shall be increased or reduced, as the case may be, to an amount not to exceed 120% of the cost of the installation, which cost shall be determined by the Borough Engineer according to the method of calculation set forth in Section 15 of P.L. 1991. c.256 (N.J.S.A. 40:55D-53.4) as of the time of the passage of the resolution.

6. If the required bonded improvements are not completed or corrected in accordance with the performance guarantee, the obligor and surety, if any, shall be liable thereon

SUMMIT CODE

to the City for the reasonable cost of the improvements not completed or corrected and the City may either prior to or after the receipt of the proceeds thereof complete such improvements.

7. Upon substantial completion of all required street improvements (except for the top course) and appurtenant utility improvements, and the connection of same to the public system, the obligor may request of the governing body, in writing, by certified mail addressed in care of the municipal Clerk, that the City Engineer prepare, in accordance with the itemized cost estimate prepared by the City Engineer and appended to the performance guarantee pursuant to Subsection A of this section, a list of all uncompleted or unsatisfactory completed bonded improvements. If such a request is made, the obligor shall send a copy of the request to the City Engineer. The request shall indicate which bonded improvements have been completed and which bonded improvements remain uncompleted in the judgment of the obligor. Thereupon, the City Engineer shall inspect all bonded improvements covered by obligor's request and shall file a detailed list and report, in writing, with the governing body and shall simultaneously send a copy thereof to the obligor not later than 45 days after receipt of the obligor's request.

a. The list prepared by the City Engineer shall state, in detail, with respect to each bonded improvement determined to be incomplete or unsatisfactory, the nature and extent of the incompleteness of each incomplete improvement or the nature and extent of, and remedy for, the unsatisfactory state of each completed bonded improvement determined to be unsatisfactory.

b. The report prepared by the City Engineer shall identify each bonded improvement determined to be complete and satisfactory, together with a recommendation as to the amount of reduction to be made in the performance guarantee relating to the completed and satisfactory bonded improvement, in accordance with the itemized cost estimate prepared by the City Engineer and appended to the performance guarantee pursuant to Subsection A of this section.

8. The governing body, by resolution, shall either approve the bonded improvements determined to be complete and satisfactory by the City Engineer, or reject any or all of these bonded improvements upon the establishment in the resolution of cause for rejection, and shall approve and authorize the amount of reduction to be made in the performance guarantee relating to the improvements accepted, in accordance with the itemized cost estimate prepared by the City Engineer and appended to the performance guarantee pursuant to Subsection A of this section. This resolution shall be adopted not later than 45 days after receipt of the list and report prepared by the City Engineer. Upon adoption of the resolution by the governing body, the obligor shall be released from all liability pursuant to its performance guarantee, with respect to those approved bonded improvements, except for that portion adequately sufficient to secure completion or correction of the improvements not yet approved; provided that 30% of the amount of the total performance guarantee and safety and stabilization guarantee posted may be retained to ensure completion and acceptability of all improvements. The safety and stabilization guarantee shall be reduced by the same percentage as the performance guarantee is being reduced at the time of each performance guarantee reduction.

APPENDIX A

9. For the purpose of releasing the obligor from liability pursuant to its performance guarantee, the amount of the performance guarantee attributable to each approved bonded improvement shall be reduced by the total amount for each such improvement, in accordance with the itemized cost estimate prepared by the City Engineer and appended to the performance guarantee pursuant to this section, including any contingency factor applied to the cost of installation. If the sum of the approved bonded improvements would exceed 70% of the total amount of the performance guarantee, then the City may retain 30% of the amount of the total performance guarantee and safety and stabilization guarantee to ensure completion and acceptability of bonded improvements, as provided above, except that any amount of the performance guarantee attributable to bonded improvements for which a temporary certificate of occupancy guarantee has been posted shall be released from the performance guarantee even if such release would reduce the amount held by the City below 30%.

10. If the City Engineer fails to send or provide the list and report as requested by the obligor pursuant to this section within 45 days from receipt of the request, the obligor may apply to the court in a summary manner for an order compelling the City Engineer to provide the list and report within a stated time and the cost of applying to the court, including reasonable attorneys' fees, may be awarded to the prevailing party.

11. If the governing body fails to approve or reject the bonded improvements determined by the City Engineer to be complete and satisfactory or reduce the performance guarantee for the complete and satisfactory improvements within 45 days from the receipt of the City Engineer's list and report, the obligor may apply to the court in a summary manner for an order compelling, within a stated time, approval of the complete and satisfactory improvements and approval of a reduction in the performance guarantee for the approvable complete and satisfactory improvements in accordance with the itemized cost estimate prepared by the City Engineer and appended to the performance guarantee pursuant to Subsection A of this section; and the cost of applying to the court, including reasonable attorneys' fees, may be awarded to the prevailing party.

12. In the event that the obligor has made a cash deposit with the City or approving authority as part of the performance guarantee, then any partial reduction granted in the performance guarantee pursuant to this subsection shall be applied to the cash deposit in the same proportion as the original cash deposit bears to the full amount of the performance guarantee, provided that if the developer has furnished a safety and stabilization guarantee, the City may retain cash equal to the amount of the remaining safety and stabilization guarantee.

13. If any portion of the required bonded improvements is rejected, the approving authority may require the obligor to complete or correct such improvements and, upon completion or correction, the same procedure of notification as set forth in this section shall be followed.

14. Nothing herein, however, shall be construed to limit the right of the obligor to contest by legal proceedings any determination of the governing body or the City Engineer.

SUMMIT CODE

D. *Regulations concerning inspection fees.*

1. The obligor shall reimburse the City for reasonable inspection fees paid to the City Engineer for the foregoing inspection of improvements, which fees shall not exceed the sum of the amounts set forth in Subsections D1a and b of this subsection. The cost of inspections shall be 5% of the total site construction cost estimates developed by the applicant and approved by the City Engineer for engineering inspections and incidental engineering services in connection with approved development applications. The City may require the developer to post the inspection fees in escrow in an amount:

a. Not to exceed, except for extraordinary circumstances, the greater of \$500 or 5% of the cost of bonded improvements that are subject to a performance guarantee required in this section; and

b. Not to exceed 5% of the cost of private site improvements that are not subject to a performance guarantee required in this section, which cost shall be determined pursuant to Section 15 of P.L. 1991, c.256 (N.J.S.A. 40:55D-53.4).

2. For those developments for which the inspection fees total more than \$10,000, fees may, at the option of the developer, be paid in two installments. The initial amount deposited in escrow by a developer shall be 50% of the inspection fees. When the balance on deposit drops to 10% of the inspection fees because the amount deposited by the developer has been reduced by the amount paid to the City Engineer for inspections, the developer shall deposit the remaining 50% of the inspection fees.

3. If the City determines that the amount in escrow for the payment of inspection fees, as calculated pursuant to this section, is insufficient to cover the cost of additional required inspections, the City may require the developer to deposit additional funds in escrow, provided that the City delivers to the developer a written inspection escrow deposit request, signed by the City Engineer, which informs the developer of the need for additional inspections, details the items or undertakings that require inspection, estimates the time required for those inspections, and estimates the cost of performing those inspections.

4. In the event that final approval is by stages or sections of development pursuant to Subdivision a of Section 29 of P.L. 1975, c.291 (N.J.S.A. 40:55D-38), the provisions of this section shall be applied by stage or section.

5. To the extent that any of the improvements have been dedicated to the City on the subdivision plat or site plan, the municipal governing body shall be deemed, upon the release of any performance guarantee required pursuant to this section, to accept dedication for public use of streets or roads and any other improvements made thereon according to site plans and subdivision plats approved by the approving authority, provided that such improvements have been inspected and have received final approval by the City Engineer.

APPENDIX A

6. Each applicant shall pay all reasonable costs (including overtime charged by any professional) for the City inspection of the construction site and off-site improvements and for all improvements not otherwise inspected pursuant to the Uniform Construction Code and shall execute an agreement in a form provided by the City obligating itself to do so. An escrow fund will be established within the City before construction begins, and such funds shall be used to pay the fee and costs of professional and incidental services incurred by the City to inspect the construction.

7. An initial fee of 5% of the estimated total cost of the improvements shall be deposited with the City prior to the issuance of any construction permit. The basis for fees to be charged by the City for inspection services shall be the same fee basis the City uses to pay for City related projects, including overtime charges. The estimated costs of improvements shall be calculated by the City Engineer based on current competitive prices for similar work in the area.

E. *Use of performance bonds.* Any performance bond, letter of credit or other guarantee provided by an applicant shall provide that the City may, in its sole and absolute discretion, apply any funds available from any such performance bonds, letter of credit or other guarantee posted by the applicant against amounts owed under § 35-6.1G, H and I by providing the applicant 15 days' prior written notice of the City's intent to draw against the performance bond, letter of credit or guarantee. If the City shall draw against the performance bond, letter of credit or other guarantee, the applicant shall replenish said draw within 15 days of written notice. Failure to restore funds shall be default, and the City shall have, in addition to any others, all rights set forth in this article.

F. *Preconstruction conference.* Prior to beginning construction, the developer shall arrange for a preconstruction conference between the developer, contractor, and City Engineer. The City Engineer shall be notified by the developer at least five days in advance of the start of construction.

G. *Approval of City Engineer required.* No work shall be done without permission from and inspection by the City Engineer. No underground installations shall be covered until inspected and approved. The City Engineer's office shall be notified after each of the following phases of the work has been completed so that he may inspect the work: road subgrade; sidewalk, curb and gutter forms; curbs and gutters; road paving (after each coat in the case of priming and sealing); sanitary sewer pipes, drainage pipes and other drainage structures before backfilling; shade trees and planting strips; street name signs; and monuments.

H. *Utility installations.* All utility installations installed by utility companies shall not be subject to the inspection requirements.

I. *Occupancy permits; paving of streets; landscaping.* Occupancy permits will be issued only when the installation of curbs, utilities, functioning water supply and sewage treatment facilities, necessary storm drainage to ensure proper drainage of the lot and surrounding land, rough grading of lots, soil stabilization, base course for the street and driveway, and sidewalks are installed to serve the lot and structure for which the permit is requested. Streets shall not

SUMMIT CODE

receive surface course paving until all heavy construction is completed. Shade trees shall not be planted until all grading and earthmoving is completed. Seeding or grass areas shall be the final operation.

J. *City not to be held liable.* Inspections by the City Engineer shall not subject the City to claims, suits, or liability of any kind that may arise because of defects or negligence, it being recognized that to maintain safe conditions at all times on all parts of the tract is the obligation of the developer and his contractors or subcontractors, if any.

K. *Final inspection of work.* After completing the improvements, the developer shall prepare two sets of the plans and the profiles amended to read "as constructed" and apply to the City Engineer for final inspection of the work. The City Engineer shall, within 30 days of completing the inspection, report in writing to the governing body, indicating either approval, partial approval, or rejection of the improvements with a statement of reasons for any rejection. If partial approval is indicated, the cost of the improvements rejected shall be set forth.

L. *Approval, partial approval or rejection by governing body.* The governing body shall either approve, partially approve or reject the improvements and shall notify the obligor by certified mail of the contents of the City Engineer's report, and the action of the approving authority with relation thereto, no later than 65 days after receipt of the notice from the obligor

of the completion of the improvements. Where partial approval is granted, the obligor shall be released from liability pursuant to its performance guarantee, except for a portion sufficient to secure compliance with the remaining items. Failure of the governing body to send or provide

such notification to the obligor within 65 days shall be deemed to constitute approval of the improvements, and the obligor and surety, if any, shall be released from liability pursuant to such performance guarantee.

M. *Rejection of improvements by governing body.* If any portion of the required improvements is rejected, the approving authority may require the obligor to complete such improvements and, upon completion, the same procedure of notification as set forth shall be followed.

N. *Reduction of performance guarantee.* Upon request of the developer, in writing, by certified mail, with copies to the City Engineer, the governing body may reduce the amount of the performance guarantee after considering the report of the City Engineer. The performance guarantee retained shall be sufficient to cover the cost of uninstalled, uncompleted and defective improvements, engineering costs, and an amount equal to 15% of the cost of completed facilities to assure upkeep of these facilities until accepted by the governing body. Agreement to reduce the performance guarantee in accordance with this provision shall not constitute approval or acceptance of any of the improvements by the governing body. The reduction shall first be in the surety portion of the performance bond, and only in cash portion after the entire surety portion has been released.

APPENDIX A

O. *Acceptance of street, drainage system or other improvements.* The approval of any plat under this chapter by the approving authority shall in no way be construed as acceptance of any street, drainage system, or other improvement required by this chapter, nor shall such plat approval obligate the City in any way to maintain or exercise jurisdiction over such street, drainage system, or other improvements. Acceptance of any street, drainage system or other improvement shall be implemented only by favorable action by the governing body.

Permits. [Amended 12-1-2020 by Ord. No. 20-3224]

A. No zoning permit, building permit, or certificate of occupancy shall be issued for any parcel of land or structure which was sold or on which improvements were undertaken in violation of the provisions of this chapter or for use of a lot which was created by subdivision after the effective date of, and not in conformity with, the provisions of this chapter. No site improvements such as, but not limited to, excavation or construction or public or private improvements shall be commenced except in conformance with this chapter in accordance with plat approvals and the issuance of required permits.

B. A zoning permit or other form of written approval shall be issued when required by the Zoning Officer before the issuance of any building permit or construction code certificate of occupancy.

Zoning Certificate of Occupancy Required. [Amended 12-1-2020 by Ord. No. 20-3224]

A. It shall be unlawful to use any lot, tract, or building or part thereof hereafter created or modified or involving a transfer or change in use, title or occupancy or change in tenancy, until a zoning certificate of occupancy shall have been issued by the Zoning Officer, except that no certificate shall be required for a transfer of title which is exempt from the payment of the realty transfer fee imposed under New Jersey Public Law 1968, c.49, as amended, by reason of a deed: for a consideration of less than \$100; which confirms or corrects a deed previously recorded; between husband and wife, or parent and child; in specific performance of a final judgment; by an executor or administrator of a decedent to a devisee or heir to effect distribution of the decedent's estate in accordance with the provisions of the decedent's will or the laws of the State of New Jersey; or recorded within 90 days following the entry of a divorce decree which dissolves the marriage between the grantor and grantee.

B. No certificate shall be issued unless the land, building and use comply with this chapter, all matters incorporated and certified by the City Engineer, any lawful prior orders issued under the authority of the construction, property maintenance, fire prevention and health codes are properly abated, and the property is in compliance with the items listed in § 15-6 of Chapter 15, Property Maintenance Code, of the Revised General Ordinances.

C. The Zoning Officer may issue a temporary zoning certificate of occupancy when a notice of violation has been issued for the correction of defects or other conditions that are not

SUMMIT CODE

materially adverse to public health, safety or welfare, and a schedule and escrow have been established that provide a reasonable time period for elimination of the defects or conditions in an amount that will adequately cover the cost of eliminating the defects or conditions if the applicant fails to do so within the scheduled time period.

D. Each request for a zoning certificate of occupancy shall be accompanied by cash, check or money order payable to the City of Summit in the amount specified in the fee schedule contained in Appendix A of the Revised General Ordinances.

(35-6.4)

Affordable housing development fee schedule. [Added 12-1-2020 by Ord. No. 20-3224]

A. Affordable housing development fees shall be paid by all developers other than developers of exempt developments. Such fees shall consist of monies paid by an individual, person, partnership, association, company or corporation for the improvement of property as permitted in COAH's rules. Affordable housing development fees collected shall be used for the sole purpose of providing low- and moderate-income housing. This section shall be interpreted within the framework of COAH's rules on development fees.

B. Fees shall be based on the equalized assessed value of a property determined by the City Tax Assessor through a process designed to ensure that all property in the municipality is assessed at the same assessment ratio or ratios required by law. Estimates at the time of building permit may be obtained by the Tax Assessor, utilizing estimates for construction costs. Final equalized assessed value will be determined at project completion construction by the City Tax Assessor.

C. The following regulations shall determine the fees due for residential and nonresidential development:

1. Residential development fees.

a. In the R-43, R-25, R-15, R-10, R-6, R-5, RAH-1, TH-1, TH-2, MF, MFT, GW I and GW II Zones where a developer develops land for residential purposes and receives no right to increased density, the developer shall pay 1% of the equalized assessed value. In those same zones, when a developer develops land for nonresidential purposes, the developer shall pay a development fee as provided in Subsection C2, Nonresidential development fees, below.

b. In those circumstances where a developer secures the right to increased density resulting from a variance granted pursuant to N.J.S.A. 40:55D-70d (a "d-5" or "use" variance), then the developer will incur a bonus development fee for the additional residential units realized (above what is permitted by right under the existing zoning). The developer shall pay a fee of 1% of equalized assessed value for all base units and 6% of equalized assessed value for all bonus units. If there has been an ordinance adopted within two years prior to the filing of the "d" variance application that decreases the density permitted on the subject property, the base

APPENDIX A

density, for the purpose of calculating the 6% bonus, shall be the highest density permitted by right during the two years preceding the filing of the "d" variance application.

c. The City may collect fees exceeding those permitted above, provided that the City enters into an agreement with a developer that offers a financial incentive for paying higher fees. No agreement may provide for a voluntary fee without also providing for a comparable offsetting incentive. All such agreements are subject to court approval.

2. Nonresidential development fees.

a. In the B, B-1, NB, CRBD, ORC, ORC-1, RO-60, PROD, PROD-2, LI, PI, GW I and GW II Zones where a developer develops land for nonresidential purposes and receives no right to increased development rights, the developer shall pay 2% of the equalized assessed value. In those same zones, when a developer develops land for residential purposes, fees shall be calculated as in Subsection C1, Residential development fees, above.

b. The City may secure a higher fee than set forth in Subsection C2a above. The increased development rights that may warrant a higher fee include, but are not limited to, the following: a tax abatement; increased commercial, industrial or other nonresidential square footage; increased commercial, industrial or other nonresidential lot coverage; increased commercial, industrial or other nonresidential impervious coverage; and/or a change in the nonresidential use of the property that enhances the value of the property. The right to collect a higher fee shall be subject to the City and the developer entering into an agreement with respect to the increased fee/increased development right(s); the increased fee bearing a reasonable relationship to the increased development right(s); and the agreement being approved by a court.

c. In those circumstances where a developer secures the right to an increase in development rights pursuant through the granting of a variance granted pursuant to N.J.S.A. 40:55D-70d ("d-4" or "use" variance), then the additional floor area ratio (FAR) realized (above what is permitted by right under existing zoning) the developer will incur a bonus development fee. However, if the zoning on a site has changed during the two-year period preceding the filing of the "d" variance application, the base floor area ratio (FAR) for the purpose of calculating the 6% bonus development fee shall be the highest floor area ratio (FAR) permitted by right during the two years preceding the filing of the "d" variance application. The base floor area ratio (FAR) shall be subject to the 2% fee pursuant to Subsection C2a above.

d. The City may collect fees exceeding those permitted above, provided that the City enters into an agreement with a developer that offers a financial incentive for paying higher fees. No agreement may provide for a voluntary fee without also providing for a comparable offsetting incentive. All such agreements are subject to the court's approval.

SUMMIT CODE

Eligible exactions, ineligible exactions and exemptions. [Added 12-1-2020 by Ord. No. 20-3224]

A. Development fees shall be collected for any development which requires major or minor site plan and/or major or minor subdivision approval and/or planned research office development approval from either the Planning Board or Zoning Board of Adjustment. Development fees shall also be collected from any new single-family or two-family dwelling construction eligible for new home warranty otherwise exempt from site plan or subdivision approval.

B. The City shall not reduce densities from preexisting levels and then require developers to pay development fees in exchange for an increased density.

C. Developments that have received preliminary or final approval prior to the effective date of this article shall be exempt from development fees unless the developer seeks a substantial change in the approval; for example, a substantial alteration in site layout, development density or types of uses within the development.

D. Developers that convert any portion of an existing residential structure to a nonresidential use shall pay a development fee. The development fee shall be based on the increase in the equalized assessed value of the converted structure.

E. The City exempts the following types of development from the imposition of development fees:

1. Nonprofit organizations which have received tax-exempt status pursuant to Section 501(c)(3) of the Internal Revenue Code, providing current evidence of that status is submitted to the City Clerk, together with a certification that services of the organization are provided at reduced rates to those who establish an inability to pay existing charges.

2. Federal, state, county and local governments.

3. Public utilities under the jurisdiction of the New Jersey Board of Public Utilities to the extent that the construction for which approval is sought is of a facility which shall house equipment only and not to be occupied by any employees.

4. Developers of low- and moderate-income housing units, provided that the required minimum percentage of residential units in the development are affordable units, in accordance with all applicable COAH regulations, including but not limited to those establishing minimum set-asides for low and moderate sales and rental housing. Where affordable housing units are required to be constructed and where the developer has been authorized to pay a development fee in lieu of building the affordable housing units, developers shall pay a fee related to the internal rate of subsidization. For purposes of this chapter, the internal rate of subsidization shall be not less than \$20,000 for each affordable unit not built.

5. Public uses, including public educational and cultural facilities and outdoor and indoor recreational facilities.

APPENDIX A

Payment of fees. [Added 12-1-2020 by Ord. No. 20-3224]

All fees due pursuant to the formulas set forth above shall be payable as follows: 50% upon receipt of a building permit and 50% upon issuance of the first certificate of occupancy.

DOGS

See Municipal General Services, Fees to be Collected by the Health Director.

ELECTRICAL SUBCODE FEES

See Construction Permits, c.

ELEVATOR SUBCODE FEES

See Construction Permits, e.

ESCROW DEPOSITS, APPLICATION FEES AND INSPECTION FEES

See Development Regulations.

EXCAVATION OF STREETS

Road opening permit: The fee for such application shall be one hundred (\$100.00) dollars, plus a deposit of one hundred (\$100.00) dollars per square yard of opening, or five hundred (\$500.00) dollars minimum, whichever is greater. (18-3.1)

FAMILY AQUATIC CENTER

Membership/Guest Fees.

a. *Membership Fees.*

1. Family - \$395.00 per season.
2. Subsidized Family - \$320.00 per season.
3. Individual - \$160.00 per season.
4. Subsidized Individual - \$130.00 per season.
5. Senior Citizen - \$70.00 per season.
6. Associate - \$160.00 per season.
7. Nonresident Family - \$790.00 per season.

SUMMIT CODE

- 8. Nonresident Individual - \$320.00 per season.
- 9. Half-Season—Fifty (50%) percent off each membership per category beginning August 1.
- 10. Hotel—\$1,500.00 per season plus daily guest fees.
- 11. Rooming and Boarding Houses—\$1,000.00 per season plus daily guest fees.
- 12. Lost card—\$10.00.
- 13. Active-Duty Servicemen, Reservists and Guardsmen on leave, pass or furlough and their immediate family, who are permanent residents or taxpayers in the City of Summit, shall be entitled to use the Family Aquatic Center for free.

b. *Guest Fees.* Adult guests pay a one (1) day fee of nine (\$9.00) dollars weekdays and ten (\$10.00) dollars weekends and holidays. Children two (2) to seventeen (17) and seniors sixty-two plus (62+) pay seven (\$7.00) dollars weekdays and eight (\$8.00) dollars weekends and holidays. Children under two (2) years are free. These fees include re-entry into the Family Aquatic Center.

c. Subsidies are available for the Family and Individual membership categories for those who qualify for the Federal Free and Reduced Lunch Program of the Summit Public Schools. Documentation must be on file with the Department of Community Programs. Scholarships are available based on the business plan of the Family Aquatic Center.

d. Refunds will be honored in full prior to the opening of the pool season. No refunds will be issued after opening day without medical cause or relocation with documentation. (12-3.4)

Lost Cards:

Lost cards must be reported immediately to the pool management and will be replaced upon payment of a ten (\$10.00) dollar fee at the Department of Community Programs Office. (12-3.7)

FILMING

The schedules of fees for the issuance of permits authorized by this chapter are as follows:

- a. Basic filming permit: seven hundred fifty (\$750.00) dollars.
- b. Daily filming fee payable in addition to the basic filming permit:

1. First day:	Fifteen hundred (\$1,500.00) dollars
2. Second day:	One thousand (\$1,000.00) dollars
3. Third day:	Seven hundred fifty (\$750.00) dollars
4. Nonprofit applicants filming for educational documentary or public television purposes (no daily rate required)	Seventy-five (\$75.00) dollars

APPENDIX A

5. Student applicants filming for educational documentary or public television purposes (no daily rate required)	\$0
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d. Filming permit for student applicants filming for educational documentary or public television purposes (no daily rate required): none.
(5-12)

Insurance Requirements. No permit shall be issued for filming upon public lands unless the applicant shall provide the City with satisfactory proof of the following and every such permittee shall carry and maintain in force insurance covering its operations written by an insurance company licensed to do business in the State of New Jersey and rated "A-" or better by A.M. Best Rating, providing the following minimum coverage and language:

1. Proof of insurance coverage as follows:
 - (a) General Liability-General Aggregate one million (\$1,000,000.00) dollars
 - (b) General Liability-Products and Completed Operation Aggregate one million (\$1,000,000.00) dollars
 - (c) General Liability-Personal and Advertising Injury one million (\$1,000,000.00) dollars
 - (d) General Liability-Each occurrence one million (\$1,000,000.00) dollars
 - (e) General Liability-Damage to premises rented to you fifty thousand (\$50,000.00) dollars
 - (f) General Liability-Medical Expense (any one (1) person) ten thousand (\$10,000.00) dollars
 - (g) Workmen's Compensation New Jersey Statutory requirements
 - (h) Employers Liability five hundred thousand (\$500,000.00) dollars (each accident) five hundred thousand (\$500,000.00) dollars (Disease-policy limit) five hundred thousand (\$500,000.00) dollars (Disease-each employee)
 - (i) Business Automobile Liability one million (\$1,000,000.00) dollars (each accident), or if the license is granted to an entity that does not own any automobiles and uses employees that would use their own automobiles to conduct the business, then Employers Non-ownership

SUMMIT CODE

Automobile Liability would be acceptable for the Business Auto Insurance requirement

2. An agreement, in writing, whereby the applicant agrees to indemnify and save harmless the City of Summit from any and all liability, expense, claim or damages resulting from the use of public lands.

3. The issuing insurance or bonding company shall notify the City within thirty (30) days of the cancellation of any of the policies.

The City and its agents and employees shall be indemnified and held harmless from and against all claims and demands, losses and expenses, and the like arising from the permission granted, and shall be named as an additional insured. The following wording must appear on Insurance Certificate:

"The Certificate holder is included as an additional insured as respects losses arising solely from the (licensed activity). The (licensee) shall indemnify and hold harmless the City and its agents and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, arising out of or from the performance of their work, providing that such claims, damages, losses or expenses (1) are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and (2) are caused in full or in part by any negligent acts or omission of the (licensee), or any one directly or indirectly employed by them regardless of whether or not it is caused in part by a party indemnified hereunder."

The posting of cash of two thousand (\$2,000.00) dollars or a maintenance bond of two thousand (\$2,000.00) dollars running in favor of the City and protecting and insuring that the location utilized will be left after filming, in a satisfactory condition, free of debris, rubbish and equipment, and that due observance of all City ordinances, laws and regulations will be followed. Within seven (7) days of the completion of the filming the department head in charge of the property on which the filming took place shall advise the City Clerk of the amount of the deposit that may be returned who shall thereafter process the return of the bond, or portion thereof less costs for damage to public property or public expense caused by the filming.

The hiring of off-duty Summit police officer(s), or firefighters and the paying of overtime for Department of Community Services employees for the times indicated on the permit or prescribed by these or any other City departments.

The holder of the permit shall take all reasonable steps to minimize interference with the free passage of pedestrians and traffic over public lands and roadways and shall comply with all lawful directives issued by the Summit Police Department with respect thereto.

APPENDIX A

Parking. When parking off public streets is not practical the number of spaces may be limited by the City. Availability of parking must be confirmed at least seventy-two (72) hours before commencement of filming and fees shall be:

Metered spaces in CRBD	\$30/space/day
Parking facility	\$5/day/vehicle
Overnight	\$5/day/vehicle

FIRE DEPARTMENT RESCUE SERVICES FEES (2-91)

2-91 FEES FOR RESCUE SERVICES PROVIDED BY THE FIRE DEPARTMENT.

2-91.1 Definitions.

As used in this Section, the following terms shall have the meanings indicated:

a. *Light Rescue* shall mean batteries, fluid, stabilization, use of hand tools, hazardous control and other scene-related light rescue operations.

b. *Medium Rescue* shall mean use of power tools and hydraulic tools to perform activities such as opening or removing doors to provide access to patients as well as stabilizing vehicles and performing hazardous assessments.

c. *Heavy Rescue* shall mean any technical rescue procedures, including but not limited to water and ice rescue, rope rescue, confined space rescue, high angle rescue, trench rescue or structural collapse rescue. Heavy rescue also includes motor vehicle rescue where the rescue includes the use of power tools and hydraulic equipment to perform operations such as partial or full roof removal, front dash displacement, third door access and separating vehicles from one another.

d. *Oxygen Administration* shall mean any emergency medical service activities and any light, medium, or heavy rescue activities where oxygen and oxygen related supplies are used in the treatment of a basic and advanced life support patient.

e. *Cervical Collars* shall mean any emergency medical service activities and any light, medium, or heavy rescue activities where a cervical collar is used to stabilize a patient.

f. *Technical Rescue Stand-by* shall mean any technical rescue stand-by activities that require a technical rescue team to be onsite in a non-emergency situation. Team will consist of One (1) Fire Officer, Two (2) Firefighters and any required technical rescue equipment needed

(Ord. No. 2018-3159)

2-91.2 Fees for Rescue Services Provided by the Fire Department.

SUMMIT CODE

Fees shall be billed directly to the insurance company for the following services:

- a. Light Rescue - There shall be a fee of \$350.00 for light rescue operations, as described in 2-91.1.a. above.
- b. Medium Rescue - there shall be a fee of \$500.00 for medium rescue operations, as described in 2-91.1.b. above.
- c. Heavy Rescue - There shall be a fee of \$1,500.00 for heavy rescue operations, as described in 2-91.1.c. above.
- d. Oxygen Administration - There shall be a fee of \$150.00 for oxygen administration, as described in 2-91.1.d. above.
- e. Cervical Collars - There shall be a fee of \$150.00 for cervical collars, as described in 2-91.1.e. above.
- f. Technical Rescue Stand-by – There shall be a fee of \$400.00 for a technical rescue team stand-by as described in 2-91.1.f. above.

(Ord. No. 2018-3159)

FIRE PROTECTION SUBCODE FEES

See Construction Permit, d.

GOLF COURSE

See MUNICIPAL GOLF COURSE

HOTEL AND MOTEL ROOM OCCUPANCY TAX

There is hereby established a Hotel and Motel Room Occupancy Tax in the City of Summit which shall be fixed at a uniform percentage rate of three (3%) percent on charges of rent for every occupancy of a hotel or motel room in the City of Summit on or after July 1, 2005, of a room or rooms in a hotel subject to taxation pursuant to subsection (d) of section 3 of P.L. 1966, c. 40, N.J.S.A. 54:32B-3 (sales tax). (2-80.2)

ITINERANT MERCHANTS AND VENDORS; TRANSIENT MERCHANTS

Bond required—\$10,500.00 (4-6.5)

Charitable and religious organizations—no fee (4-6.9)

License fee—\$1,155.00 (4-6.8)

APPENDIX A

JUNK SHOP KEEPERS AND JUNK DEALERS

License Fees. No person shall carry on the business of junk shop keeper or junk dealer in the City without first paying a license fee to the City Clerk in the sum of one hundred seventy-three (\$173.00) dollars for each junk shop keeper or dealer, with the privilege of using one (1) vehicle, and one hundred sixteen (\$116.00) dollars for each additional vehicle. (4-8.1)

KENNELS, PET SHOPS AND POUNDS

The annual license fee for a kennel providing accommodations for 10 or less dogs shall be \$10 and for more than 10 dogs \$25. The annual fee for a pet shop shall be \$10. No fee shall be charged for a shelter or pound. (10-2.17d) (Ord. No. 2016-3124)

MUNICIPAL PUBLIC DEFENDER

Application fee for representation—not more than \$200.00 (2-25.10)

MUNICIPAL GENERAL SERVICES

Fees to Be Collected by City Clerk.

- a. *Certified Copies of Ordinances and Resolutions:*
\$5.00 service fee plus the fee established in paragraph c. of this subsection.
- b. *Residency or Voter Registration Verification Letter*.....\$18.00
- c. *Photocopies per letter size page or smaller and per legal size page or larger: **

*Fees controlled pursuant to Title 47, Public Records, and specifically N.J.S.A. 47:1A-5b.

If the custodian of any such records shall find that there is no risk of damage or mutilation of such records and that it would not be incompatible with the economic and efficient operation of the office and the transaction of public business therein, he may permit any citizen who is seeking to copy more than one hundred (100) pages of records to use his own photographic process, approved by the custodian, upon the payment of a reasonable fee, considering the equipment and the time involved, to be fixed by the custodian of a per day cost:

Not less than \$11.00

Not more than \$53.00

This schedule shall apply to most requests for copies of government records unless a statute, regulation or ordinance sets a different fee. When it is demonstrated that the actual cost of duplicating a record is more than these rates, the actual cost of duplication of the record may be charged.

- d. Reserved.
- e. Reserved.

SUMMIT CODE

- f. *Search/Retrieval (Transcripts, etc.):*
\$26.00 per hour, plus charge in paragraph c of this subsection
- g. *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 Summit government offices/buildings.
- h. *Mail of Various Applications.....* Postage plus copy costs pursuant to paragraph c of this subsection
- i. *Tapes:*
 - 1. Video Cost of material and services as applicable, which might include use of non-government repro-duction services.
 - 2. Cassette
 - 3. Electronic Medium
- j. *Reserved.*
- k. *Truth in Renting Booklet.....* \$4.00
- l. *Election District Map.....* \$2.00
- m. *Voter Sheet District Index: Plus copy costs pursuant to paragraph c. of this subsection.*
- n. *Reinspections for Licenses and Permits:*
 - 2nd \$58.00
 - 3rd and 4th..... \$173.00
 - over 4..... \$231.00
- o. *Raffle: pursuant to N.J.A.C. 13:47-4.10.*
- p. *Bingo: pursuant to N.J.A.C. 13:47-4.10.*
- q. *Notices via Subscription:*
 - 1. Mailed:
 - (a) Year (as created during the year)..... \$29.00
 - (b) Annual..... \$6.00
 - 2. In Person..... Plus copy costs pursuant to paragraph c of this subsection
- r. *Agenda - Yearly via Subscription:*
 - 1. Mailed \$40.00

APPENDIX A

- 2. In Person.....Plus copy costs pursuant to paragraph c. of this subsection
- s. *Minutes - Yearly via Subscription:*
 - 1. In Person.....\$53.00
Pages on a per meeting basis.....Plus copy costs pursuant to paragraph c
of this subsection
 - 2. Mailed via Subscription.....\$116.00
- t. *Transient and Itinerant Merchant and Vendor:*
 - 1. Application (Bond).....\$10,000.00
 - 2. License (180 days).....\$1,000.00
- u. *Insufficient Funds—Return of Checks*.....Set by N.J.S.A. 40:5-18
- v. Municipal Improvements which are authorized but not assessed: Fee as set by
N.J.S.A. 54:5-15:14
- w. *Municipal Ordinance Code*.....\$162.00
Amendments.....\$37.00
(2-69.1)

Fees to Be Collected by Collector of Taxes. [Amended 12-1-2020 by Ord. No. 19-3208]

- a. Tax Searches.Set by N.J.S.A. 54:15

- b. Duplicate Tax Bill:

	Taxpayer	Financial Institution
1. Initial year:	\$0.00	\$5.00
2. Subsequent:	\$5.00	\$5.00
- c. Duplicate Tax Sale Certificate.....\$100.00
- d. *Redemptions:*
 - 1. Certificates for any party entitled pursuant to N.J.S.A. 54:5-54.....\$50.00
 - 2. Lienholder amount due calculation pursuant to
N.J.S.A. 54:5-97.1.....\$50.00
- (2-69.2)
- e. List of property owners pursuant to
N.J.S.A. 40:55D-12c.....\$0.25 per name or \$11.00, whichever is greater

SUMMIT CODE

Fees to Be Collected by Chief of Police. [Amended 4-2-2019 by Ord. No. 19-3182]

a. Certified copies of statements, records (other than military or law enforcement agencies), good conduct letters, etc.

\$15.00 plus charge in paragraph c. of this subsection.

b. *Fingerprints:*

City License Applicants -

Fee as prescribed by F.B.I. and/or State Police

Other (each) - \$10.00

c. *Photograph:*

1. Standard..... \$50.00

2. Computer-Generated Picture (B/W) or Color.....\$5.00 per sheet

3. Copy of Computer Screen.....\$.75

d. *Reserved.*

e. *Impounded Vehicles:*

Per day (after 3 days).....\$30.00

f. *Reserved.*

g. *Municipal Court Discovery:*

1. All requests for discovery in matters pending in the Summit Municipal Court shall be submitted through the Municipal Prosecutor.

2. The following fees shall be payable by the requestor to the City of Summit for the discovery provided:

(a) Photocopies in 8.5" x 11" or 8.5" x 14" Format:

First page to tenth page.....\$0.75 per page

Eleventh page to twentieth page.....\$0.50 per page

All pages over 20.....\$0.25 per page

and pursuant to any amendments to N.J.S.A. 47:1A-2.

(b) Actual postage for any discovery sent by mail.

(c) \$.25 for the envelope for any discovery sent by mail.

APPENDIX A

(d) Photographs will be photocopied at the rates established herein. If requests are made for duplicate photographs, the actual cost of making the photographs shall be charged.

(e) Duplication of videotapes constitute an extraordinary duplication process and will be charged at the rate of \$5.00 per audiotape and per videotape.

(f) On any item that cannot be photocopied on a City copy machine or not otherwise provided for in this schedule, the actual cost incurred in making the copy shall be charged.

3. Where the discovery must be obtained from an entity other than the City of Summit, e.g. another police department, the actual costs paid to the other entity shall be paid by the requestor.

h. Fee for Entrance Exam Applications shall be based on the costs of administering the examination and be established by resolution.

i. *Gun Permit*: \$2.00 plus County, State, or Federal Fees

j. *Firearm Identification*: \$5.00, plus County, State, or Federal Fees.

k. *Accident Report*:

1. In Person: Pursuant to subsection 2-69.1c.

2. Mailed Other Than In Person: Pursuant to subsection 2-69.1c and pursuant to N.J.S.A. 39:4-131.

l. *Police Report*:

1. Resident (victim)

(a) In Person: Pursuant to subsection 2-69.1c.

(b) Mailed or Faxed: Pursuant to subsection 2-69.1c and d.

2. Nonresident

(a) In Person: Pursuant to subsection 2-69.1c.

(b) Mailed or Faxed: Pursuant to subsection 2-69.1c and d.

m. *Escort Service*: See Section 2-66.

n. *Reserved*.

o. 9-1-1 tapes.....\$40.00

p. *Extra Duty*.

SUMMIT CODE

1. Non-traffic jobs.
 - (a) Monthly contracted vendors and nonprofits (non-traffic jobs).....\$45 per hour plus administrative fees per this section
 - (b) City agencies (non-traffic jobs).....\$40 per hour no administrative fee per this section
2. All inside details, including security, for nonmonthly contract vendors.....\$50 per hour plus administrative fees per this section
3. All outside traffic jobs.....top patrol officer's overtime rate per hour plus administrative fees per this section
4. Minimum compensation.
 - (a) Minimum compensation is for two hours for jobs under Subsections p1 and 2.
 - (b) Minimum compensation is for four hours for jobs under Subsection p3.
 - (c) All vendors shall agree to notify the police desk two hours prior to the start of the job if they wish to cancel. If they fail to comply, the vendor shall be liable for a minimum of four hours, pay per officer requested.
5. Beyond four hours, compensation shall be billed to the next half hour.
6. Administrative fees:
 - (a) Officers.
 - (1) Per officer per event (prepaid).....\$10 per hour
 - (2) Per officer per event (not prepaid).....\$15 per hour
 - (3) Minimum fee.....\$15
 - (4) Monthly job\$10 per hour
 - (b) Per marked police vehicle.....\$20 per hour
Minimum fee.....\$50
7. Escrow account based on the previous year's billing for those entities that paid and/or requested more than \$10,000 of services in the previous year. The escrow account will be reviewed by the City on a regular basis, and vendors will be billed as necessary to maintain said account at 25% of annual usage.

The Board of Education and City agencies would be exempt from the administrative fee.

APPENDIX A

SDI (Summit Downtown, Inc.) will be billed an administrative fee of \$15 per hour for one officer per event, regardless of how many officers may be hired.

8. Payment: The City Treasurer is authorized to pay the officers in advance of having received funds from the user of said extra-duty services.

9. Overdue payment penalty: The City Treasurer is authorized to bill for overdue payments as follows:

30 days.....	\$50
45 days	\$75
60 days or more.....	\$100

(2-69.3)

Fees to Be Collected by the Fire Chief.

a. *Fire Report:*

1. Resident (victim)

(a) In Person: Pursuant to subsection 2-69.1c.

(b) Mailed or Faxed: Pursuant to subsection 2-69.1c and d.

2. Nonresident:

(a) In Person: Pursuant to subsection 2-69.1c.

(b) Mailed or Faxed: Pursuant to subsection 2-69.1c and d.

b. *Property File:*

1. Resident (victim)

(a) In Person: Pursuant to subsection 2-69.1c.

(b) Mailed or Faxed: Pursuant to subsection 2-69.1c and d.

2. Nonresident:

(a) In person: Pursuant to subsection 2-69.1c.

(b) Mailed or Faxed: Pursuant to subsection 2-69.1c and d.

c. Photographs (each).....\$50.00

d. 9-1-1 tapes.....\$40.00

e. *Extra Duty.*

1. Private individuals/organizations.....\$35.00/hr.

2. City agencies.....\$35.00/hr.

3. Minimum compensation is for two (2) hours.

SUMMIT CODE

- 4. After two (2) hours, compensation shall be paid to the nearest half hour.
- 5. Administrative fee* per use.....\$5.00/hr.
Minimum.....\$10.00

6. Escrow account based on the previous year's billing for those entities that paid and/or requested more than \$10,000.00 of services in the previous year. The escrow account will be reviewed by the City on a regular basis and clients will be billed as necessary to maintain said account at 25% of annual usage.*

The Board of Education would be exempt from the administrative fee.

***Editor's Note:** Pursuant to Section 3 of Ordinance No. 04-2594 codified herein, the Administrative fee shall be effective on July 1, 2004 with Escrow Accounts to be in place by July 30, 2004.

7. Payment: The City Treasurer is authorized to pay the officers in advance of having received funds from the user of said extra duty services.

8. Overdue Payment Penalty: The City Treasurer is authorized to bill for overdue payments as follows:

30 days	\$50.00
45 days	\$75.00
60 days and more.....	\$100.00

(2-69.4)

Fees to Be Collected by the Secretary of the Planning Board.

Type of License and Fee:

- a. Review of applications for:
 - 1. New, relocated driveways and driveway widening.....\$40.00
 - 2. Repaving existing driveways or parking areas.....\$20.00
 - 3. Recreational vehicle parking.....\$25.00
 - b. Master Plan\$50.00
- (2-69.5)

Fees to Be Collected by the Director of Department of Community Services.

Type of Application and Fee:

- a. Installation or Modification of Sanitary Sewers, Stormwater Drainage Systems, etc.
Inspection Construction Charge.

APPENDIX A

- 1. Review\$50.00
- 2. Inspection.....5% of construction cost
- b. Review of County, State, or Federal Applications
Requiring City Approval or Endorsement.....\$100.00
- c. Specifications: \$25.00 to \$75.00 to be based upon time and costs as determined by the City Engineer.
- d. *Development Regulations Ordinance*.....\$50.00
- e. *Plans and Tax and Zoning Map:*
 - 1. 24" x 36".....\$5.00
 - 2. 3 1/2" x 11".....\$5.00
- f. *Construction Equipment Storage:*
Application\$100.00
Deposit: \$30.00 plus 100 square yards of storage area.
(2-69.6)

Fees to Be Collected by the City Engineer. [Amended 12-1-2020 by Ord. No. 20-3224]

- a. *Sewer Connection Deposits:* As established in Chapter XXV, Section 25-1 of the Code.
- b. *Grading Permits*.....\$400.00

For every revised plan submitted, an additional review fee of \$75 dollars will be charged. The fee for the first revision is waived. For applications that have had the plan requirement waived by the City Engineer, the grading permit fee shall be one hundred (\$100.00) dollars.
(2-69.7)

When a percolation test or soil analysis renders any mitigation method infeasible, a fee of \$6 per square foot of increase in impervious coverage shall be submitted to the City to be used towards stormwater infrastructure work or the preservation of green space within City limits.

Fees to Be Collected by the Health Director.

- a. Performance of Marriage or Civil Union Ceremonies by the Mayor, Acting Mayor or Judge.....\$100.00
(2-69.8)
- b. *Cats.*
License fees:
Altered \$15

SUMMIT CODE

Nonaltered	\$21
Late charge	\$20
Duplicate license (10-3.3)	\$10

c. *Dogs.*

License Fee; Exemption from Fees for Seeing Eye Dogs.

a. The person applying for the license and registration tag shall, for each dog, upon providing proof of rabies inoculation, pay the license and registration fee below:

1. Altered	\$15
2. Nonaltered	\$21
3. Late charge	\$20
4. Duplicate license	\$10

5. In addition to the annual dog license fee, the person applying for a license shall pay a fee of \$0.20 for the State Pilot Clinic Fund, and the amount shall be remitted to the Community Health Services, Department of Health, State of New Jersey.

The person shall also pay a registration tag fee as established by the State Department of Health. For each annual renewal, the fee for the license and for the registration tag shall be as established above, and the licenses, registration tags and renewals thereto shall, effective with the 1995 license renewals, expire on the last day of May in each year.

b. Dogs used as guides for blind persons and commonly known as "Seeing Eye" dogs shall be licensed and registered as other dogs hereinabove provided, except that the owner or keeper of such dogs shall not be required to pay any fee therefor.
(10-2.3)

Licensing of Kennels, Pet Shops and Pounds.

The annual license fee for a kennel shall be \$25. The annual fee for a pet shop shall be \$10. No fee shall be charged for a shelter or pound. (10-2.17)

Fees to Be Collected by the Parking Services Agency.

a. *Parking:*

1. Private Construction Vehicles (per day).....	\$25.00
2. Utility Company Vehicles (per day)..... (Comcast, Verizon, NJAWC, JCP&L and PSE&G)	\$20.00

APPENDIX A

- 3. Nonprofits for construction purposes (per day).....\$20.00
- b. *Dumpster Permits*: (per day).....\$35.00

MUNICIPAL GOLF COURSE

Membership Fees.

Residents/Taxpayers/Employees:		
	Adult (18 - 61)	\$50.00
	Junior (6 – 17)	\$40.00
	Senior (62+)	\$40.00
Nonresidents:		
	Adult (18 - 61)	\$115.00
	Senior (62+)	\$115.00
	Junior (10-17)	\$115.00
Hotel/Rooming and Boarding Houses:		
	Rooming and Boarding Houses	\$1,000.00
	Hotel	\$1,500.00
	Corporate:	\$1,500.00
Summit Business:		
	Adult (18 - 61)	\$115.00
	Senior (62+)	\$115.00
Active Duty:		
Active-duty servicemen, reservists and guardsmen on leave, pass or furlough and their immediate family, who are permanent residents or taxpayers in the City of Summit, shall be entitled to use the Summit Municipal Golf Course.		Free
Tee Sponsors:		
	Renewing (3 years)	\$1,000.00
	New (3 years)	\$1,500.00

(12-4.2)

Green Fees.

	Categories	Round #1	Round #2
<i>Resident Weekdays:</i>			
	Adult	\$6.00	\$5.00
	Junior	\$5.00	\$4.00

SUMMIT CODE

	Categories	Round #1	Round #2
	Senior	\$5.00	\$4.00
<i>Resident Weekdays: (Continued)</i>			
	Adult guest	\$8.00	\$7.00
	Junior/Senior guest	\$7.00	\$6.00
<i>Nonresident Weekdays:</i>			
	Adult	\$10.00	\$9.00
	Senior	\$6.00	\$5.00
	Adult guest	\$12.00	\$11.00
	Senior guest	\$8.00	\$7.00
	Junior	\$6.00	\$5.00
<i>Resident Weekends/Holidays:</i>			
	Adult	\$7.00	\$6.00
	Junior	\$6.00	\$5.00
	Senior	\$6.00	\$5.00
	Adult guest	\$9.00	\$8.00
	Junior/Senior guest	\$8.00	\$7.00
<i>Nonresident Weekend/Holidays:</i>			
	Adult	\$12.00	\$11.00
	Senior	\$8.00	\$7.00
	Adult guest	\$14.00	\$13.00
	Senior guest	\$10.00	\$9.00
	Junior	\$8.00	\$7.00
<i>Corporate Outings:</i>			
	One round (9 holes) up to 36 players maximum	\$1,000.00	NA
	Two rounds (18 holes) up to 36 players maximum	NA	\$1,500.00

(12-4.3)

MUNICIPAL PARKING LOT AREAS

No person shall park a vehicle unless the proper fee is paid, if one applies, and rules and regulations are complied with for the following public parking lots in the City and only have access to said lots for vehicle parking purposes.

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
<p>Park and Shop Lots (#1, #2 and #3)</p> <p>#1 - 40 DeForest Avenue & Woodland Avenue</p> <p>#2 - 22 DeForest Avenue & Maple Street</p> <p>#3 - 4 DeForest Avenue & Summit Avenue</p>	<p>10 hours within a lot, except for electric vehicle charging stations, which shall be 4 hours within a space</p>	<p>8:00 a.m. - 6:00 p.m., Monday through Saturday</p>	<p>The parking fee for a total of the hours below for the use of one space shall not be greater than:</p> <p>1 hour or less: FREE 90 minutes or less: \$1 2 hours or less: \$2 3 hours or less: \$3 4 hours or less: \$4 5 hours or less: \$5 5 hours or more: \$50</p> <p>Overnight parking with a prepaid access card between the hours of 3:00 p.m. and 8:00 a.m. Lost ticket: \$50 *Fees in this section do not include electric vehicle charging stations. Said fees are set forth under Subsection 7-25.2.1.</p>	<p>None</p>	<p>Valid Summit resident overnight prepaid permit (Subsection 7-25.4g and h)</p>
<p>Park & Shop Lot #4 - Ground level of the Tier Garage (Springfield Avenue) all other spaces than listed below:</p> <p>Located behind the stores on the westerly side of Maple Street and between the railroad and the stores on the southerly side of Springfield Avenue</p>	<p>2 hours per space</p>	<p>8:00 a.m. - 6:00 p.m., Monday through Saturday</p>	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below:</p> <p>15 minutes for \$0.25; 30 minutes for \$0.50; 1 hour for \$1; 90 minutes for \$1.50; or 2 hours for \$2</p>	<p>None</p>	<p>Valid Summit resident overnight prepaid permit (Subsection 7-25.4g and h)</p>

SUMMIT CODE

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Ground level spaces 4, 5, 6, 7, 8, 71, 72, 73, 74, 75	Up to 30 minutes		Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below: 15 minutes for \$0.25 30 minutes for \$0.50	None	Valid Summit resident overnight prepaid permit (Subsection 7-25.4g and h)
Park & Shop #5 - Bank Street Lot Between Summit Avenue and Beechwood Road	1 1/2 hours	8:00 a.m. - 6:00 p.m., Monday through Saturday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below: 15 minutes for \$0.25; 30 minutes for \$0.50; 1 hour for \$1	None	Valid Summit resident overnight prepaid permit (Subsection 7-25.4g and h)

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
<p>Lot #6 - Broad Street Garage Northerly side of Broad Street at its intersection with Summit Avenue.</p> <p>Spaces 185-611 and 644-655 are reserved for residents and downtown employees whose vehicle/s is/are registered with the City and possess a valid digital parking permit.</p>	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made:</p> <p>Monthly - \$80 Quarterly - \$228 Annual- \$864</p> <p>or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked</p>	Resident/ employee/ resident overnight	Identification (Subsection 7-25.4g and h)
<p>Northerly side of Broad Street at its intersection with Summit Avenue. Spaces 612-643; 656-685 are reserved for only downtown employees whose vehicle/s is/are registered with the City and possess a valid digital parking permit.</p>	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made:</p> <p>Monthly - \$80 Quarterly - \$228 Annual - \$864</p> <p>or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked</p>	Employee	Identification (Subsection 7-25.4g and h)

SUMMIT CODE

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Ground floor facing Broad Street pursuant to special conditions for uses by the United States Postal Services as determined by snowfall and the need to clear the Railroad Avenue Lot	Times shown in the Time Period column	Nighttime only; all vehicles to be removed by 9:30 a.m.	United States Postal Service vehicles per contract with City	United States Postal Service vehicle logo	
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5
Lot #6A - Broad Street Lot - East Northerly side of Broad Street at its intersection with Summit Avenue space #s 3-21; 81-110; 174-184 Spaces are reserved for residents and downtown employees whose vehicle/s is/are registered with the City and possess a valid digital parking permit.	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made: Monthly - \$80 Quarterly - \$228 Annual- \$864 or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked	Resident/ employee	No overnight parking permitted

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5
<p>Lot #7 - Chestnut Avenue Lot On the corner of Broad Street and Morris Avenue</p> <p>Spaces are reserved for residents and downtown employees whose vehicle/s is/are registered with the City and possess a valid digital parking permit or those employed by the City of Summit.</p>	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made:</p> <p>Monthly - \$80 Quarterly - \$228 Annual- \$864</p> <p>or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked</p>	Resident/ employee/ resident overnight	<p>Identification (Subsection 7-25.4g and h)</p> <p>Lot serves as additional parking for City Hall visitors</p>

SUMMIT CODE

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
<p>Lot #4 - Elm Street Lot West side of Elm Street between Broad Street and Morris Avenue</p> <p>Spaces are reserved for residents and downtown employees whose vehicle/s is/are registered with the City and possess a valid digital parking permit.</p>	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made:</p> <p>Monthly - \$80 Quarterly - \$228 Annual- \$864</p> <p>or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked</p>	Resident/ employee/ resident overnight	Identification (Subsection 7-25.4g and h)
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Lot #9 - Sampson Lot Summit Avenue and Morris Avenue and Oakland Place - public parking area - east section facing Morris Avenue. Space #s 500-596	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made: Monthly - \$80 Quarterly - \$228 Annual- \$864 or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked	Resident/ employee/ resident overnight	Identification (Subsection 7-25.4g and h) Yellow lined spaces
Restricted parking area for use by Board of Education/ Middle School employees and teachers - west section as posted			None	None	Board of Education parking sticker required
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5

SUMMIT CODE

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
<p>Lot #11 - Railroad Avenue Lot Between Railroad Avenue and Broad Street and between the United States postal facility and 12 Chestnut Avenue</p> <p>Spaces are reserved for downtown employees whose vehicle/s is/are registered with the City and possess a valid digital parking permit.</p>	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made:</p> <p>Monthly - \$80 Quarterly - \$228 Annual- \$864</p> <p>or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked</p>	Downtown employee only for day parking/resident overnight	Identification (Subsection 7-25.4g and h)
Special contract conditions for uses by the United States Postal Services	Times shown in the Time Period column	3:00 p.m. - 9:30 a.m., Monday through Saturday, and 3:00 p.m. Saturday - 9:30 a.m. Monday	United States Postal Service vehicles per contract with City		
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Lot #11 - Maple Lot (K-Lot) Maple Street between DeForest and Euclid Avenues	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made: Monthly - \$80 Quarterly - \$228 Annual- \$864 or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked	Downtown employee only for day parking/resident overnight	Identification (Subsection 7-25.4g and h)
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5

SUMMIT CODE

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Lot #12 - Tier Garage (200 Alley and 400 Alley) ¹ Behind the stores on the westerly side of Maple Street and between the railroad and the stores on the southerly side of Springfield Avenue	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4 daily parking fee or after one of the following calendar prepayments have been made: Monthly - \$80 Quarterly - \$228 Annual- \$864 or with the display of a daily visitor pass displaying the current month, day and year each time vehicle is parked	Downtown employee only for day parking/resident overnight	Identification (Subsection 7-25.4g and h)
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5

¹ Editor's Note: See Subsection 7-25.4i for lease of parking spaces by certain business owners.

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
Lot #13 -Broad Street East Nonresident Lot Space #s 22-80 and 111-173	13 hours	5:00 a.m. - 6:00 p.m., Monday through Friday	Pay for the daily \$12 parking fee to either the current contracted valet service with cash, credit card or by using the parked vehicle's license plate, prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the daily parking fee	None	No overnight parking permitted
Special event	Only during special event	One-time special event daily fee, special event overnight parking fee, special event weekend parking fee	\$5 - \$30 based upon a special event parking fee established by the resolution of the Common Council prior to the special event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website	None	Subsection 7-8.5b5
Lot #14 - NJ Transit Park & Rail Lot Between Summit Avenue and Union Place (track-side of railroad station)	24 hours and up to 5 working days of consecutive parking	4:00 a.m. - 4:00 a.m.	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$10 daily parking fee	None	None Lot owned by New Jersey Transit and operated by the Parking Services Agency

SUMMIT CODE

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
<p>Lot # 15 - NJ DOT's Park & Ride Lot</p> <p>On Springfield Avenue near entrance to Rte 24</p> <p>First 100 spaces are for public parking.</p>	12 hours	5:00 a.m. - 2:30 a.m.	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$3 daily parking fee or securing a valid Park & Ride digital permit and after one of the following calendar prepayments have been made:</p> <p>Monthly - \$40 Quarterly - \$120 Annual- \$480</p>	<p>None for daily payment</p> <p>Valid prepaid Park & Ride digital parking permit</p>	<p>No overnight parking permitted</p> <p>Lot owned by New Jersey Department of Transportation and operated by the Parking Services Agency</p>
<p>Other 75 spaces are leased by Atlantic Health Systems of Summit, NJ, for their employee shuttle parking.</p>				<p>Atlantic Health Systems parkers must display a daily visitor pass displaying the current month, day and year each time vehicle is parked.</p>	

APPENDIX A

7-25.2 Municipal Parking Lot Areas					
<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
<p>Lot #16 - Library Lot</p> <p>On the westerly side of Maple Street between the property of the YMCA and that of the Free Public Library and between Maple Street and Cedar Street</p> <p>All spaces except 30-minute spaces below</p>	3 hours	8:00 a.m. - 6:00 p.m. Payments are accepted starting at 7:00 a.m.	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below:</p> <p>Only 15 minutes free, or 30 minutes for each \$0.25 up to 3 hours</p>	None	No overnight parking permitted
<p>Spaces in front of the library, to the left of the library entrance</p>	30 minutes	8:00 a.m. - 6:00 p.m. Payments are accepted starting at 7:00 a.m.	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the time limit fees below:</p> <p>Only 15 minutes free, or only 30 minutes for \$0.25</p>	None	No overnight parking permitted
<p>Lot #17 - City Hall Parking Lot</p> <p>Between Springfield Avenue and Chestnut Avenue</p>	None	None	None	None	Restricted for the parking of vehicles of employees of the City of Summit, persons having lawful business at or those attending municipal functions and meetings at the City Hall

SUMMIT CODE

(7-25.2)

Electric Vehicle Charging Stations. The following fees shall apply to each designated electric vehicle charging station:

(7-25.2.1)

Type	Fee
Hourly Rate	
Up to 1 hour	\$2.50
Up to 2 hours	\$5
Up to 3 hours	\$8.50
Up to 4 hours	\$12
Maximum time limit	4 hours
Minimum fee	\$2.50
"Sitting" up to 5 hours	\$10 per hour
After 5 hours	\$50

Overnight Parking Privilege in Public Parking Lots. Residents of the City will be allowed to park overnight in Parking Lots #'s 1- 12 upon showing proof of residency and obtaining an overnight digital parking permit. A quarterly payment is required and due by the first day of the beginning of the quarter. The quarterly fees are specified below. All valid overnight parking permit holders can park from 3:00 p.m. until 8:00 a.m. All overnight parkers must remove their vehicles by 8:00 a.m. each night parked unless day parking is paid and a valid permit obtained.

1. Residents:

- (a) Effective January 1, 2005.....\$60.00
- (b) Effective January 1, 2006.....\$75.00

2. Resident senior citizen, age 62 and over. Each senior citizen must show proof of age to be eligible for the following fees:

- (a) Effective January 1, 2005.....\$45.00
- (b) Effective January 1, 2006.....\$56.25

3. Commercially registered vehicles belonging to residents or those who have a business establishment in Summit shall be allowed to park overnight only in Park and Shop Lot 4, and for the aforementioned fee. Applications may be obtained from the Parking Services Agency for issuance of a valid pre-paid quarterly

APPENDIX A

overnight digital parking permit. All vehicles will park in only those areas assigned for this purpose. Such parking privilege will be allowed between the hours of 3:00 p.m. and 8:00 a.m. At all other times parking in the lots indicated will be in accordance with the meter fee, or time restrictions listed in this section.

Resident Digital Parking/Disposal Permit Downtown Employee Digital Parking Permit Daily Visitor Parking Passes.

Resident Digital Parking/Disposal Permit:

Fee. A ten (\$10.00) dollar administration fee for each residential digital parking/disposal permit is due with the application for a permit.

Senior Discount Fee. A five (\$5.00) dollar senior (for those sixty-two (62) years of age or older) administration fee for each digital residential/disposal parking permit is due with the application for a permit. Proof of age is required in order to receive discount.

(7-25.4)

Downtown Employee Digital Parking Permit:

Fee. A ten (\$10.00) dollar administration fee for each digital downtown employee parking permit is due with the application for a permit.

Senior Discount Fee. A five (\$5.00) dollar senior (for those sixty-two (62) years of age or older) administration fee for each digital downtown employee parking permit is due with the application for a permit. Proof of age is required in order to receive discount.

(7-25.4)

Daily Visitor Parking Passes:

Bulk rate of ten (10) daily visitor parking passes\$50.00

Individual rate of one (1) daily visitor parking pass\$6.00

(7-25.4)

Leasing of Parking Spaces in Parking Lot 10 (Tier Garage) by Certain Business Owners.

1. Lease of Spaces. Spaces in the Municipal Parking Lot No. 10 (Tier Garage), 200 Alley and 400 Alley may be leased to owners of businesses located adjacent or close to the parking space.

2. Fees.

SUMMIT CODE

(a) Each lessee will pay a quarterly leased space permit fee of four hundred thirteen (\$413.00) dollars to the City of Summit, effective January 1, 2005.

(b) Each lessee will pay a quarterly leased space permit fee of five hundred (\$500.00) dollars to the City of Summit effective January 1, 2006.

(c) Each lessee will pay a quarterly leased space permit fee of six hundred (\$600.00) dollars to the City of Summit effective January 1, 2009.

(d) The quarterly fee must be received by the first day of the month preceding the start of a calendar quarter. Failure to do so will result in the loss of the leased space.

APPENDIX A

(7-25.4)

MUNICIPAL TRANSFER STATION

Composting Disposal Fees. The fee for disposing of leaves and other compostable materials shall be forty-five (\$45.00) dollars per ton or fraction thereof. (23-1.14A)

Household Waste Disposal [Type 10] Fees. The fee for disposing of household wastes through the Transfer Station shall be one hundred seven (\$107.00) dollars per ton or fraction thereof. (23-1.13A)

Bulky Waste Disposal [Type 13] Fees. The fee for disposing of bulky wastes through the Transfer Station shall be one hundred thirty (\$130.00) dollars per ton or fraction thereof. (23-1.13B)

PARKING METER ZONES

- a. The various types of parking meter zones in conformance with the provisions of this paragraph and as shown by legend on posted signs are hereby fixed with their fees, except that one-cent coins will not be acceptable, as follows:

Parking Time Limited – Metered Zones (7-8.5b.3)		
b.3. Types of Zones; Fees; Times of Legal Operation		
<i>Zone</i>	<i>Time</i>	<i>Fee/Restrictions</i>
A	1 1/2 hour	Meter or payment kiosk which registers zero (0) time on it, each user will receive fifteen (15) free minutes; 30 minutes for each fifty (\$.50) cents; 60 minutes for each one dollar (\$1.00); 90 minutes for each one dollar and fifty cents (\$1.50), effective July 1, 2018. (Ord. No. 2015-3079; Ord. No. 2018-3161)
B	2 hours	Meter which registers zero (0) time on it, each user will receive fifteen (15) free minutes; 30 minutes for each twenty-five (\$.25) cents; 60 minutes for each fifty (\$.50) cents; 90 minutes for each seventy-five (\$.75) cents or one (\$1.00) dollar for two hours.
C	15 minutes	15 minutes for twenty-five (\$.25) cents.
D	3 hours	1 hour for each fifty (\$.50) cents.
E	5 hours	1 hour for each fifty (\$.50) cents. (Ord. No. 2015-3079)
F	12 hours	1 hour for each fifty (\$.50) cents.

SUMMIT CODE

Parking Time Limited – Metered Zones (7-8.5b.3)		
b.3. Types of Zones; Fees; Times of Legal Operation		
G	12 hours	Employees whose vehicles display an employee identification tag and prepaid hangtag. (Ord. No. 2015-3079)
H	30 minutes	30 minutes for fifty (\$.50) cents.
I	30 minutes	30 minutes free shopper parking.
J (1)	Special Event Parking	Special Event Parking Fees: Upon the determination by resolution of the Common Council to charge a special event parking fee within the range of \$5 to \$30 for each vehicle parked for a certain duration which could include a one-time Special Event Daily Fee, Special Event Overnight Fee, Special Event Weekend Parking Fee in the certain municipal parking lots. See subsection 7-25.2 of the Code for the specific parking lots. (Ord. No. 2016-3117)
J (2)	Handicap	Handicap space (Ord. No. 2016-3126)
K	Monday-Friday 5:00 a.m. – 11:00 a.m. 11:00 a.m. – 6 p.m.	Resident Commuter or Downtown Employee that has a valid permit and must either pay the daily parking resident/employee fee at the payment kiosks, through the city provided cell phone payment app or prepaid through the on-line system. Anyone who parks between 11:00 a.m. – 6:00 p.m. shall pay fifty (\$.50) cents per hour. (Ord. No. 2017-3137)
	Saturday 8:00 a.m. – 6:00 p.m.	1 hour for each fifty (\$.50) cents. (Ord. No. 2017-3137)
M-P	Reserved	

(7-8.5b,3)

PARKS, PUBLIC AREAS AND RECREATIONAL FACILITIES

Profit Organizations.

(a) Organizations located in the Business, Neighborhood Business and CRBD Zones (Maximum 2 per year)

- (1) Promotion \$200.00
- (2) Grand openings within 30 days of opening,
which requires use of City property \$200.00
- (3) Banner or signage only \$75.00

APPENDIX A

Civic Events \$150.00

Events of a nature that shall be of general benefit to the residents of Summit and have no fundraising associated with them. \$150.00

Peddlers and solicitors,
Non-Summit licensed—\$25.00 (12-1.2)

PEDDLERS AND SOLICITORS [Amended 7-9-2019 by Ord. No. 19-3196]

Licenses:

Appeals—\$105 (4-5.13)

Fees. The nonrefundable fee to be paid by each applicant at the time of submitting an application for a license shall be as follows:

- a. For a weekly license: \$100 per week. For the purposes of this section, a "week" shall constitute any six consecutive days, excluding Sundays.
- b. For a monthly license: \$300 per month.
- c. For a yearly license: \$500 per year.
- d. With respect to a peddler or solicitor conducting its business door-to-door: \$50 per day for a daily license.
- e. For use of the fixed locations described in Subsection 4-5.8b: \$578 per year for each location.
(4-5.6)

Insurance:

Every such licensee shall carry and maintain in force insurance covering its operations written by an insurance company licensed to do business in the State of New Jersey and rated "A-" or better by A.M. Best Rating, providing the following minimum coverage and language:

- 1. Comprehensive general liability: \$1,000,000 per occurrence, \$2,000,000 annual aggregate.
- 2. Business automobile liability: \$1,000,000 (each accident), or if the license is granted to an entity that does not own any automobiles and uses employees that would use their own automobiles to conduct the business, then employers hired - non-owned automobile liability would be acceptable for the business auto insurance requirement.
(4-5.7c)

PLUMBING SUBCODE FEE

See Construction Permits, b.

SUMMIT CODE

POLICE DEPARTMENT

See Municipal Services

Special escort service—\$10.00 (round trip)
(2-66.2)

POOL ROOMS

See Billiard Rooms, Pool Rooms, Bowling Alleys

PUBLIC EXHIBITIONS

See Theatrical Exhibitions, Circuses, Public Exhibitions

RECREATION PROGRAMS

See Community Programs/Recreation Programs and Rentals

REMOVAL AND STORAGE OF VEHICLES [Amended 11-6-2019 by Ord. No. 19-3202]

License:

Annual application processing fee.....\$500.00
(4-9.5)

Insurance:

The tow operator shall maintain during the life of the contract, insurance policies of the type and with the minimum limits indicated below and in a form satisfactory to the City of Summit. The tow operator shall provide a certified copy of the policies and/or certificates of insurance satisfactory to the City of Summit prior to commencement of work.

a. Indemnity. The tow operator shall defend, indemnify and hold harmless the City of Summit from any and all claims for personal injury or property damage against the City of Summit arising out of the operation of any towing services or repair services under this agreement. The tow operator shall further defend the City of Summit, at its expense, in connection with any claim, demand, suit or action brought against the City of Summit arising out of the awarding or operation of any towing garage services under this agreement.

b. Garage Liability Insurance. Limit of liability shall not be less than five hundred thousand (\$500,000.00) dollars combined single limit (bodily injury and property damage) per occurrence including premises operations and products/completed operations.

c. Automobile Liability Insurance. Limit of liability shall not be less than seven hundred fifty thousand (\$750,000.00) dollars combined single limit (bodily injury and property damage) for light and medium duty vehicles less than thirty-two thousand (32,000) pounds or one million

APPENDIX A

(\$1,000,000.00) dollars for heavy-duty vehicles greater than thirty-two thousand (32,000) pounds per occurrence.

d. Garagekeepers Legal Liability Insurance. Physical damage insurance policies shall be specifically endorsed to provide direct primary insurance, where applicable, for vehicles in tow, possession of or storage on property owned or controlled by the tow operator. Limit of said coverage shall be not less than one hundred thousand (\$100,000.00) dollars.

e. Excess Umbrella Insurance. Limit of liability shall be not less than one million (\$1,000,000.00) dollars providing protection in excess of the one million two hundred fifty thousand (\$1,250,000.00) dollar garage and auto liability coverage for light and medium duty vehicles less than thirty-two thousand (32,000) pounds or one million five hundred thousand (\$1,500,000.00) dollar garage and auto liability coverage for heavy-duty vehicles greater than thirty-two thousand (32,000) pounds.

f. On all liability policies, the City of Summit shall be added as an additional insured, and insurance certificates shall indicate such coverage as primary coverage notwithstanding any insurance carried by the City of Summit.

g. Workers Compensation Insurance. Limit of liability shall not be less than the statutory coverage, including employers liability coverage with a limit of at least \$500,000.00/\$500,000.00/\$500,000.00.

h. Reserved.

i. Certified copies of all insurance policies provided above or certificates thereof satisfactory to the City of Summit shall be furnished with the application. Each such policy or certificate shall contain a provision that it is not subject to change, cancellation or non-renewal unless thirty (30) days prior written notice via certified mail/return receipt shall have been given to the City of Summit by the tow operator's insurer. These must be received thirty (30) days prior to commencement of work.

j. The providing of any insurance required herein does not relieve the tow operator of any of the responsibilities or obligations assumed by the tow operator for which the tow operator may be liable by law or otherwise.

k. If any policies contain deductibles or co-payments, it shall be the responsibility of the tow operator to pay such sums at the same time a claim is settled by the tow operator's insurance company.

l. Reserved.

m. Failure to provide and continue in force such insurance as required above shall be deemed a material breach of the contract and shall cause an immediate termination of the license.

n. All policies shall be written in either a company licensed to do business in the State of New Jersey or a New Jersey eligible Surplus Lines Company, with a minimum A.M. Best rating

SUMMIT CODE

of A+. They shall be written on an ISO (Insurance Service Office) form or better and shall so indicate the A.M. Best rating.

(4-9.8)

Appeal. Any person aggrieved by a decision of the City Administrator may make an appeal to the Common Council of the City of Summit. Such appeal shall be taken by filing with the City Clerk, within twenty (20) days after notice of said decision has been made, a written statement setting forth fully the grounds of the appeal, along with a fee of one hundred fifty (\$150.00) dollars. The City Clerk shall set a time and place of hearing for the appeal, at which time the Common Council of the City of Summit shall conduct a hearing and affirm, modify or reverse the decision appealed from. (4-9.12b)

(4-9.9)

a. Fees for towing and storage of motor vehicles, damaged in an accident or recovered after being stolen, shall not exceed the fees established by the Common Council which are set forth at the end of this section.

b. Fees for towing and storage of motor vehicles, other than those damaged in an incident or recovered after being stolen, may not exceed the fees set forth in the schedule.

c. The fees set forth on the schedule for towing rates are the maximum charges that shall apply to a motor vehicle for basic towing services. There shall be no additional charges other than those provided herein.

1. The towing rates shall be calculated based on the total distance traveled from the tow vehicle's base of service to the job site and return, by way of the shortest available route. Fractions shall be rounded up to the nearest whole mile.

2. Tow vehicles transporting multiple motor vehicles at one time shall receive the applicable fees for each vehicle transported.

3. When towing services are required at the scene of an automobile accident, the day rate shall apply when the time of accident is between 8:00 a.m. and 4:30 p.m., Monday through Friday, except New Jersey state holidays. The night or weekend or holiday rate shall otherwise apply.

d. The fees set forth on the schedule for storage fees are the maximum storage charges per twenty-four-hour period that shall apply to a motor vehicle that is stored by a person. The twenty-four-hour period shall commence at 12:00 midnight of each day.

APPENDIX A

e. Tow operator shall be required to accept cash, cashier's checks, local personal checks or major credit cards, if the tow operator ordinarily accepts the card at its place of business for services rendered. Cash-only requirement may be allowed for release of impounded vehicles.

Fees	
Type	Fee
Road Service	
Cars (light)	\$125 per hour plus parts
Trucks (medium/heavy)	\$175 per hour plus parts
Towing-Basic	
Light-duty - up to 10,000 pounds	Hook-up \$150
Medium-duty - 10,001 to 16,000 pounds	\$250 per hour
Heavy-duty - 16,001 pounds and above	\$500 per hour
Decoupling fee (if tow is not performed)	1/2 of basic rate
On-Hook Mileage	
Light-duty	\$6 per loaded mile
Medium-duty	N/A
Heavy-duty	N/A
Recovery/Winching (in addition to towing - per truck, including driver)	
Light/medium-duty - 10,001 to 16,000 pounds	\$350 per hour charged in 1/2-hour increments of \$175 per 1/2 hour
Heavy-duty - 16,001 pounds and above	\$600 per hour
Specialized Recovery Equipment	
Rotator/crane recovery unit	\$1,200 per hour
Tractor with landoll trailer or detach trailer	\$450 per hour
Tractor/transport hauler only	\$250 per hour
Refrigerated trailer with tractor	\$450 per hour
Box trailer with tractor	\$400 per hour
Air cushion unit	\$1,000 per hour
Light tower	\$250 per hour
Pallet jack	\$200 flat rate
Rollers	\$20 flat rate
Any other specialized equipment	\$250 per hour
Loader/backhoe/telescopic handler/bulldozer/bobcat	\$300 per hour (each)
Forklift	\$300 per hour
Dump truck/dump trailer with tractor	\$350 per hour
Roll-off with container	\$350 per hour plus disposal
Recovery supervisor vehicle	\$150 per hour
Scene safety equipment, communication equipment, traffic management equipment, etc.	\$250 per hour (each type used)
Recovery support vehicle/trailer additional recovery equipment	\$350 per hour
Labor - minimum of 1 hour	
Accident minor cleanup and disposal of debris	\$75 per hour plus absorbent materials
Recovery Supervisor and/or Level III Recovery Specialist	\$225 per hour
*Charges limited to 1 per incident	

SUMMIT CODE

Fees	
Type	Fee
Certified towing operator	\$125 per hour per person
Manual laborers	\$100 per hour per person
Storage - per 24 hours (inside rates 2X outside rates)	
Cars/light trucks (10 feet by 20 feet space)	\$45 per 24 hours
Trucks (dual wheels/single axle)	\$90 per 24 hours
Tractor/dump truck/tractor and trailer combo/trailers	\$125 per 24 hours per unit
Buses	\$150 per 24 hours
Roll-off	\$125 per 24 hours (each)
Cargo/accident debris/load storage/vehicle components (10 feet by 20 feet space)	\$45 per space used per 24 hours
Rental of any tow-company-supplied trailer post incident	\$500 per 24 hours
Additional Services/Notes	
Fuel/haz-mat/cargo spills	Time and materials
Cleanup and disposal	
Haz-mat and trash recovery	10% surcharge
Subcontractor markup	10%
Administrative charge after 3rd visit to vehicle (cars only)	\$50
Administrative charge (medium/heavy truck)	\$200
After-hours release	\$75
Notification documentation fee	\$50
Tarping/wrapping vehicle	\$90 per car \$250 per truck

NOTES:

- * After the first half hour, all hourly billable rates will be charged in half-hour increments.
- ** Charges for all trucks/recovery equipment are inclusive of the operator. You may not separately charge for an operator that drives/operates the truck/recovery equipment.

RESTAURANTS (4-19.2)

A. No person shall pursue the selling or serving of food or drink in a public place as defined in subsection 4-19.1, to be consumed on or off the premises in the City, until the owner, lessee or proprietor shall have first obtained from the City Clerk a license to carry on or conduct the same and paid to the City Clerk a fee to be determined in the following manner:

- a. Class 1.....\$58.00
 - 1. Prepackaged foods only.
 - 2. No food preparation.
 - 3. No seating.

APPENDIX A

- b. Class 2.....\$116.00
 - 1. Prepackaged foods only.
 - 2. Minimal food preparation and required food service equipment (i.e. coffee service only, three (3) compartment dish washing, paper service).
 - 3. No seating.
- c. Class 3.....\$240.00
 - 1. Prepackaged and/or fresh foods.
 - 2. Normal amount of food preparation and required food service equipment (i.e. such as expected in a luncheonette, diner, deli, etc. involving hoods, steam tables, fryers, oven).
 - 3. Seating for up to and including twelve (12) people.
- d. Class 4.....\$347.00
 - 1. Prepackaged and/or fresh foods.
 - 2. Normal amount of food preparation and required food service equipment (i.e. such as expected in a luncheonette, diner, deli, etc. involving hoods, steam tables, fryers, oven).
 - 3. Seating for up to and including twenty-five (25) people.
- e. Class 5.....\$525.00
 - 1. Prepackaged and/or fresh foods.
 - 2. Above normal food preparation operations (i.e. as above except involving full-service menus and hazardous foods, multiple food operations like supermarkets with bakeries, deli, meat, fish, etc.).
 - 3. Above normal requirements for food service equipment (i.e. as above except involving mechanical dishwashing, walk-in refrigeration, etc.).
 - 4. Seating up to and including fifty (50) people.
- f. Class 6.....\$693.00
 - 1. Prepackaged and/or fresh foods.
 - 2. Exceptional food preparation operations (all of the above with the addition of exceptional quantities as seen in banquet halls, etc. and full service menus).

SUMMIT CODE

3. Exceptional requirements for food service equipment (all of the above with the addition of conveyor type dish washing machines, equipment, required for mass feeding operations; or multiple kitchens).

4. Seating for fifty-one (51) or more people.

B. Upon provision of proof of nonprofit status, only half of the initial license fees established for the above Classes shall apply to nonprofit organizations or to companies or entities who supply food preparation operations for said nonprofit organizations.

C. For each annual renewal, the fee for the license shall be as established above; and all licenses shall expire on the last day of June in each year.

a. Each annual license renewal fee not received by the City Clerk's office by the close of business on the last business day of June of each year shall also incur a delinquent renewal fee of \$50.00. Said delinquent renewal fee shall not be waived.

b. Each annual license renewal fee not received by the City Clerk's office by the close of business on the last business day of July of each year shall also incur a delinquent renewal fee of \$50.00 which shall not be waived, and the licensee shall be subject to the provisions of subsection 4-19.5, Violations.

APPENDIX A

(4-19.2)

SEWERS

Permit Fees. Permits as herein defined shall only be issued by the Department of Community Services upon approval by the City Engineer and upon payment of the following fees:

1. Where the property shall have been previously assessed for the making of such connection at the curb, an inspection fee of seventy-five (\$75.00) dollars shall be charged.
2. Where an owner or lessee has laid a sewer and made the necessary connections to the existing connection at the curb, in accordance with the provision of this section, there shall be an inspection fee of seventy-five (\$75.00) dollars for each connection.
3. Where a connection has been made by the City and is into the curb of any street, and has not been assessed, there shall be a charge of five hundred (\$500.00) dollars.
4. The permit obtained from the State or County Highway Department under Section 25-1.4 shall be delivered to the Department of Community Services at the time of making application for the sewer connections, together with an inspection fee of seventy-five (\$75.00) dollars.

(25-1.1c)

Bond Required. The bond shall be in the sum of one thousand (\$1,000.00) dollars for one (1) connection, or such other sum as the City Engineer may determine adequate for the number, location, and types of connections. Applications for more than one (1) connection shall show that all connections are to be made within sixty (60) days from date of application. (25-1.4b)

New Construction.

a. *Fee Schedule; New Construction.* In addition to the sewer permit fees set forth in this chapter, all new construction in the City shall be subject to the following sewer fee schedule:

Single-family residential units of all types	\$2,300.00
Office use per gross floor area	\$1.43/sq. ft.
Commercial use per gross floor area	\$1.43/sq. ft.
Hotels per bedroom	\$862.60
Motels per bedroom	\$690.00
Restaurants per seat	\$690.00
Bars, counter restaurants, etc., per seat	\$230.00

Permit fees for uses not specifically enumerated shall be determined by the City Engineer using New Jersey Department of Environmental Protection flow rate standards, if available, and a fee rate of eleven dollars and fifty (\$11.50) cents per gallon of sewage generated per day.

SUMMIT CODE

b. *Certificate of Occupancy.* Prior to the issuance of a certificate of occupancy, and upon request from the Construction Official, the City Engineer shall certify that all sewer permit fees have been paid in full to the City.
(25-1.11)

Deposits for Sewer Connections Required. The following fees are payable to the City Engineer or the City Clerk:

- a. Done by City \$500.00
- b. Done by Owner.....\$50.00
(25-5.3)

SIDEWALK CAFES (Exterior)

Licenses

Appeals—\$105.00 (4-20.12)

Fees

Exterior Sidewalk Cafés:

- One (1) to ten (10) seats.....\$116.00
- Eleven (11) to twenty-five (25) seats.....289.00
- Twenty-six (26) to fifty (50) seats.....404.00
- Over fifty (50) seats.....473.00
(4-20.3)

Insurance requirements

Insurance in force must be written by a company licensed to do business in the State of New Jersey and Certificate shall so state: "Rated by A.M. Best Rating."

Minimum coverage requirements are:

- 1. General Aggregate - one million (\$1,000,000.00) dollars;
- 2. Products and Completed Operation Aggregate - one million (\$1,000,000.00) dollars;
- 3. Personal and Advertising Injury - one million (\$1,000,000.00) dollars;
- 4. Each Occurrence - one million (\$1,000,000.00) dollars;
- 5. Fire Damage (any one (1) fire) - fifty thousand (\$50,000.00) dollars;
- 6. Medical Expense (any one (1) person) - five thousand (\$5,000.00) dollars;
- 7. Workmen's Compensation - Statutory requirements;

APPENDIX A

8. Employers Liability - one hundred thousand (\$100,000.00) dollars (each accident); five hundred thousand (\$500,000.00) dollars (disease - policy limit); one hundred thousand (\$100,000.00) dollars (disease - each employee).

9. Liquor Liability - one million (\$1,000,000.00) dollars when licensee permits the consumption of alcoholic beverages by its patrons.
(4-20.5)

SOIL REMOVAL

Permit fee \$25.00 (28-3)

SWIMMING POOL

See Family Aquatic Center

Permit for construction \$25.00 (17-3)

TAXIS AND LIMOUSINES (4-26)

License Fees; Validity of License. (Autocabs/Taxis) (4-26.4)

a. The annual license fee shall be as follows:

1. \$50.00 application fee for each vehicle; plus
2. \$116.00 for each driver listed per year.

b. All fees shall be payable upon submission of the application to the City Clerk. License fees are non-refundable, non-transferable and shall not be prorated.

c. Licenses shall be issued from April 1 or date of approval, whichever is later, through March 31 of each year and shall be effective for such time period unless sooner suspended or revoked as provided under this section. Renewal licenses will be issued in order of approval beginning no earlier than February 1 for the upcoming license year.

d. No fee shall be refunded because the license applied for is denied, suspended or revoked.

(Ord. No. 2018-3170)

License Fees; Validity of License. (Limousine/Livery Service) (4-26.14)

a. As provided for under N.J.S.A. 48:16-17 and as may be amended from time to time, the annual license fee shall be as follows:

1. \$50.00 application fee for each limousine service; and

SUMMIT CODE

- 2. \$10.00 for each limousine which is covered under the required insurance policy;
and
 - 3. \$116.00 for each driver listed per year.
- b. All fees shall be payable upon submission of the application to the City Clerk. License fees are non-refundable, non-transferable and shall not be prorated.
- c. There shall be no limit on the number of limousine licenses issued and outstanding at any one time.
- d. Licenses shall be issued from April 1 or date of approval, whichever is later, through March 31 of each year and shall be effective for such time period unless sooner suspended or revoked as provided under this section. Renewal licenses will be issued in order of approval beginning no earlier than February 1 for the upcoming license year.
- e. No fee shall be refunded because the license applied for is denied, suspended or revoked.

(Ord. No. 2018-3170)

Complaints, Revocation or Suspension, Penalties and Appeals. (4-26.20)

d. *Appeal.*

- 1. Any person aggrieved by any action of the City Clerk or Chief of Police or designee, in the denial or suspension of a license, or imposition of other penalty shall have the right of appeal to the City Administrator. The appeal shall be taken by filing with the City Clerk, within thirty (30) days after the notice of the action has been mailed to the person's last known address, a written statement setting forth fully the grounds for appeal. The City Administrator shall conduct a hearing and affirm, modify or reverse the action appealed from.
- 2. An appeal may be made to the Common Council of the City of Summit by any person aggrieved by a decision of the City Administrator. Such appeal shall be taken by filing with the City Clerk, within twenty (20) days after notice of said decision has been made, a written statement setting forth fully the grounds of the appeal, along with a fee of two hundred (\$200.00) dollars. The City Clerk shall set a time and place of hearing for the appeal, at which time the Common Council of the City of Summit shall conduct a hearing and affirm, modify or reverse the decision appealed from.

(Ord. No. 2018-3170)

THEATRICAL EXHIBITIONS, CIRCUSES, PUBLIC EXHIBITIONS

- a. Any circus, or menagerie, or collection of wild beasts, \$84.00
or animals, or any like shows or exhibitions, or any

APPENDIX A

aggregation of exhibitions within one (1) enclosure.

2 or more \$58.00

Maximum per any one (1) day \$145.00

Merry-go-round per week or portion thereof \$84.00

Exhibitions of games, tricks, jugglery, sleight of hand or other tricks or feats of dexterity, or any like shows or exhibitions whatsoever, or any theatrical, moving picture or similar shows. \$84.00

All shows or exhibitions shall not continue later than 11:00 p.m.

b. Concert of vocal or instrumental music, or both, or public readings or recitations. \$84.00

2 or more \$58.00

Theatrical performances, concerts, readings, recitations or kindred entertainments given by a volunteer nonprofit organization for charitable or religious purposes or for the benefit of any school, society, club, association or the public library. (4-27.2) No fee

Annual License; Fee

Per building \$722.00

Seating capacity beyond 500 Per seat \$2.00

Theater - For profit Under 500 seats \$462.00
Over 500 seats \$693.00

TRANSIENT MERCHANTS

See Itinerant Merchants, Vendors, Transient Merchants

TREES

Removal permit—No fee (29-9)

UNSOLICITED AND UNSUBSCRIBED COMMERCIAL PUBLICATIONS

License Fee \$165.00 (3-7.5)

SUMMIT CODE

a. *License.* The publisher or distributor shall, prior to such delivery, apply to the City Clerk for an annual license, to be effective from July 1 to the following June 30 (or any portion thereof), on forms to be prescribed by the City Clerk, requiring, in part, complete information about the publisher, distributor, the publication concerned, frequency of distribution and designating specific persons (with addresses and telephone numbers) responsible for compliance with this section. The fee for a license shall be one hundred fifty (\$150.00) dollars per year, or any portion thereof, to cover costs of processing the applications and administering the requirements provided for herein.

(3-7.5)

ZONING PERMITS AND ZONING CERTIFICATE OF OCCUPANCY

Zoning permits and certificates of occupancy, as defined in the Development Regulations Ordinance, shall be issued by the Office of Code Administration.

a. The fee for a zoning certificate of occupancy shall be as follows:

1. For one (1) or two (2) family detached dwellings, the fee shall be one hundred (\$100.00) dollars per unit;

2. For dwelling units in multiple family dwellings, and for attached, single family dwellings, the fee shall be one hundred fifty (\$150.00) dollars per unit;

3. For tenant spaces in commercial buildings, the fee shall be as follows:

\$150.00 for 1 to 2,500 sq. ft.

\$250.00 for 2,501 sq. ft. to 5,000 sq. ft.

\$500.00 for 5,001 to 10,000 sq. ft.

\$1,000.00 for 10,001 sq. ft. and larger

4. For commercial buildings, the fee shall be based on the sum of the separate fees for each tenant space calculated separately, with a minimum fee of one hundred fifty (\$150.00) dollars.

b. The fee for a zoning permit shall be fifty (\$50.00) dollars for one (1) and two (2) family detached dwellings, and one hundred (\$100.00) dollars for all other properties.

c. The Office of Code Administration shall charge a fee of ten (\$10.00) dollars for a duplicate zoning certificate of occupancy or zoning permit, which shall be notarized as a true copy prior to being issued.

(14-1.3)