

**ORDINANCE 2025-07**

**AN ORDINANCE AMENDING CHAPTER 7 ARTICLE 1 SECTION 2 OF THE  
GENERAL CODE OF THE TOWN OF HACKETTSTOWN RELATING TO THE  
CONSTRUCTION DEPARTMENT SCHEDULE OF FEES**

**WHEREAS**, the the Construction Department is authorized to enforce construction related fees in the Town of Hackettstown; and

**WHEREAS**, the Town of Hackettstown recognizes the need for flexibility in adjusting and/or clarifying the fees from time to time; and

**WHEREAS**, in furtherance of the foregoing, the Town must update the Fee Schedule contained in of Chapter 7, Article 1, Section 2 of the Code.

**NOW THEREFORE BE IT ORDAINED** by the Mayor and Common Council of the Town of Hackettstown that Chapter 7, Article 1, Section 2 of the Code shall be amended in as follows:

**SECTION I**

7-2. Fees. (a) The following schedule of fees is hereby established for various activities within the Town of Hackettstown:

## FEE SCHEDULE

### 1A. NEW STRUCTURE FEES

I. Use Groups B, H, 1-1,1-2,1-3,  
M, E, R-1, R-2, R-3, R-4, R-5, U,  
A-1, A-2, A-3, A-4, F-1, F-2, S-1, S-2, A-1

Volume \_\_\_\_\_ cu. ft. x .035

II. Commercial Farm Building  
Volume \_\_\_\_\_ cu. ft. x .015  
Maximum Fee not to exceed \$1,145.00

### 1B RENOVATIONS, ALTERATIONS, REPAIR & MINOR WORK FEES

The Applicant shall submit cost data by an architect or engineer of record, a recognized estimating firm, or by contractor bid. The construction department will review the construction cost for acceptability.

I.	Estimated cost up to and including \$ 100,000 plus	\$35.00 per \$1,000.00
II.	Portion of cost \$100,001.00 up to and including \$200,000.00 plus	\$25.00 per \$1,000.00
III.	Portion of cost above \$200,001.00	\$20.00 per \$1,000.00
IV.	For combination of renovation and addition: the sum of the fees is to be computed separately as renovations and additions, and added to a total sum.	

### 2. PLUMBING FEES

Total number of fixtures\*\*: \_\_\_\_\_ x 18.00 each

\*First four fixtures are \$55.00, each fixture thereafter are above price.

\*\*Fixtures to include all fixtures, pieces of equipment or appliances connected to the plumbing system and for each appliance connected to the gas piping or oil piping system, except as indicated below *special devices*.

Total number of special devices \*\* \_\_\_\_\_ x \$100.00

\* Special devices include grease traps, oil separators, refrigeration units, utility service connections, backflow preventers, steam boilers, hot water boilers (excluding those for domestic water heating), active solar systems, sewer pumps, interceptors and fuel oil piping.

### **3. MECHANICAL FEES**

Fees for replacement, or new installation of, in new or existing R-3 and R-5 structures shall be:

- A. Gas-fired stove or fireplace, water heater, boiler, furnace, air-conditioning unit, pool heater, oil and propane tank installations, oil or gas lines shall be \$100.00 per appliance.

### **4. ELECTRICAL FEES**

For the purpose of this section, fixtures and devices to be counted for these items include outlets, wall switches, fluorescent fixtures, convenience receptacles, or similar fixtures and motors or devices of one hp or one kw or less.

- A. Electrical fixtures and devices - First 50 fixtures/devices: *Fee is \$50.00*
- B. Increments of 25 additional fixtures/devices \_\_\_\_\_ x \$22.00

C - F below: For the purpose of calculating the following electrical fees, all motors except those in plug-in appliances, shall be counted, including control equipment, generators, transformers and all heating, cooking or other devices consuming or generating electrical current.

- C. Each motor or electrical device greater than or equal to 50 hp; and for transformers & generators greater than 1 kw and less than or equal to 45 kw, for each utility load management device. \_\_\_\_\_ x \$20.00 each.
- D. Each motor or electrical device greater than 10 hp and less than or equal to 50 hp for each service panel, service entrance or subpanel less than or equal to 200 amperes; and for all transformers and generators greater than 10 kw and less than or equal to 45 kw, and for each utility load management device.  
\_\_\_\_\_ x \$70.00 each.
- E. Each motor or electrical device greater than 50 hp and less than or equal to 100 hp; for each service panel, service entrance or subpanel greater than 200 amperes and less than or equal to 1,000 amperes; and for transformers and generators greater than 45 kw and less than or equal to 112.5 kw.  
\_\_\_\_\_ x 140.00 each.
- F. Each motor or electrical device greater than 100 hp; for each service panel, service entrance or subpanel greater than 1,000 amperes; and for each transformer or generator greater than 112.5 kw. \_\_\_\_\_ x \$580.00.

For the purpose of computing these fees, all motors except those in plug-in appliances shall be counted, including control equipment, generators, transformers and all heating, cooking

or other devices consuming or generating electrical current.

#### **5. ASBESTOS ABATEMENT FEE**

The fee for asbestos abatement permit shall be \$70.00 plus a Certificate of Occupancy Fee on asbestos at the rate of \$14.00. Total fee shall be \$84.00.

#### **6. ELEVATOR INSPECTION FEE**

Current fees pursuant to N.J.A.C. 5:23-4.2(C) 6 and 7 and N.J.A.C. 5:23-12.6(a), (b) and (c)

#### **7. STANDARD FEE**

Number of standpipes \_\_\_\_\_ x \$289.00.

#### **8. FIRE PROTECTION AND HAZARDOUS EQUIPMENT FEE**

Fire protection and other hazardous equipment, sprinklers, standpipes, detectors (smoke and heat), pre-engineered suppression systems, gas and oil-fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums.

**A. Sprinkler heads or detectors:**

1-20 heads or detectors	\$100.00
21 - 100 heads or detectors	\$169.00
101-200 heads or detectors	\$307.00
201-400 heads or detectors	\$766.00
401-1,000 heads or detectors	\$1054.00
1,001 or more heads or detectors	\$1,341.00

**B. Smoke Detectors**

1-12 detectors	\$65.00
Each additional 25 detectors	\$30.00

**C. Independent pre-engineered systems: Number of systems \_\_\_\_\_ x**

\$150.00

**D. Gas or oil-fired appliance, which is not connected to the plumbing systems:**

Number of appliances \_\_\_\_\_ x \$70.00

**E. Kitchen exhaust system: Number of systems \_\_\_\_\_ x \$80.00**

**F. Incinerators: Number of systems \_\_\_\_\_ x \$500.00**

**G. Crematoriums: Number of systems \_\_\_\_\_ x \$500.00**

## **9. DEMOLITION OR REMOVAL PERMITS**

For a structure less than 5,000 square feet in area, and less than 30 feet in height, for one or two-family residences (R-3), and for structures on farms, including commercial farm buildings, the fee shall be \$90.00. For a structure greater than 5,000 square feet in area, and all others, the fee shall be \$300.00.

## **10. ANNUAL INSPECTIONS/PERMITS**

Annual permits issued in accordance with N.J.A.C. 5:23-2.14(c):

- A. One to 25 workers: \$500 per worker
- B. Over 25 workers: \$200 per worker
- C. Training fee in accordance with N.J.A.C. 5:23-4.18(a)5: \$140 per subcode

Annual review for commercial backflow prevention device certificate: \$60.00 per device

## **11. WAIVER OF FEES**

All construction permit fees, including State of New Jersey training surcharge fee, for any work requiring construction pennit shall be waived for the following buildings/properties.

- A. Buildings owned and operated by the Town of Hackettstown, Warren County, State of New Jersey, or the federal government;
- B. Buildings owned and operated by the Town of Hackettstown Board of Education. In accordance with N.J.A.C. 5:23-3.1 1A(b)2, buildings owned and operated by the Town of Hackettstown Board of Education are subject to payment of the plan review fee as required in Section 13 of this Ordinance.

## **12. CERTIFICATE OF OCCUPANCY FEES:**

- A. The fee for a certificate of occupancy for new construction shall be \$150.00 or ten percent (10%) of the permit fees, whichever is greater.
- B. The fee for a certificate of occupancy granted pursuant to a change of use group \$200.00.
- C. The fee for a certificate of occupancy issued under N.J.A.C. 5:23-2.23(c): \$260.00;
- D. The fee for a continued certificate of occupancy shall be \$550.00
- E. The fee for a change of use shall be \$350.00.
- F. There is no fee for a certificate of approval
- G. The fee for a temporary certificate of occupancy shall be \$60.00 for the issuance and/or any renewal of any temporary certificate of occupancy
- H. The fee for a change of ownership on a certificate shall be \$100.00.

### **13. PLAN REVIEW**

The fee for plan review shall be twenty-five (25%) of the amount to be charged for the construction permit. Plan review fees are not refundable.

### **14. VARIATION APPLICATIONS**

The fee for an application for a VARIATION in accordance with N.J.A.C. 5:23-2.9 shall be:

A. Class I Structure	\$151.00
B. Class II and III Structure	\$748.00

Resubmission of applications for variation shall be:

A. Class I Structure	\$82.00
B. Class II and III Structure	\$289.00

### **15. LEAD HAZARD ABATEMENT WORK**

The fee for Lead Hazard Abatement work shall be \$176.00.

The fee for a lead abatement clearance certificate shall be \$35.00.

### **16. CROSS CONNECTIONS/BACK FLOW PREVENTERS**

For cross connections and backflow preventers that are subject to testing requiring reinspection annually, the fee for the review of the third-party report shall be \$70.00 for each device report.

### **17. POOLS AND FENCES**

A. Above ground pool building fees	\$ 150.00
B. In ground pool fees	\$22.00 per \$1,000.00

### **18. TENTS (in excess of 900 square feet): \$150.00**

### **19. SPECIAL INSPECTIONS**

Any subcode inspection which is requested for times other than during the regular schedule of the Town Inspectors shall be at the rate of \$250.00 for each inspection. This rate is per hour.

### **20. MINIMUM FEES**

Minimum fee for construction permit, in part or in total shall be \$70.00. In the case of a discontinuance of a building permit, the fees are nonrefundable.

## **21. CHANGE OF CONTRACTOR**

The fee for the processing of change of contractor forms shall be the minimum fee per subcode.

## **22. STATE PERMIT AND CERTIFICATION FEES**

The fees for State permit and certification fees, as set forth by the State of New Jersey, are as follows:

- A. New Structures: volume of structure x \$0.019
- B. Alterations including asbestos abatement: \$0.96 per \$1,000.00
- C. Current fees pursuant to N.J.A.C. 5:23-4.19:  
NO STATE OR CO FEE FOR TANK REMOVAL OR DEMOLITION
- D. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28.

## **SECTION II. REPEALER**

It is the intent of the Mayor and Common Council of the Town of Hackettstown to incorporate the additions, amendments and/or supplements contained in this Ordinance into the Code. All of the remaining provisions in Chapter 7 of the Code shall remain unchanged and have full force and legal effect.

## **SECTION III. EFFECTIVE DATE**

A copy of this Ordinance shall be available for public inspection at the offices of the Town Clerk.

### Notice

Notice is hereby given that the aforesaid ordinance was introduced at a regular meeting of the Common Council of the Town of Hackettstown, County of Warren, State of New Jersey, held on June 12, 2025, and that a regular meeting of the same to be held on June 26, 2025 at the Municipal Building, 215 West Stiger Street, Hackettstown, New Jersey, at the hour 7:00 o'clock in the evening, the said Common Council will consider the final passage of said ordinance.

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PJ Reilly  
Town Clerk/Administrator