

MONROE TOWNSHIP, MIDDLESEX COUNTY

ORDINANCE NO.: O-5-2023-019

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

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

**Chapter 39 FEES**

- § 39-1.           **Title.**  
§ 39-2.           **Purpose.**  
§ 39-3.           **Fees enumerated.**

**39-1. Title**

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

**39-2. Purpose**

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

**39-3. Fees Enumerated**

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

**A. General fees.**

(1) Fees for copies of public records.

(c) ~~(Reserved)~~ **USB Thumb Drives - \$4.73**

(2) Codification.

(d) Land Development Map (Zoning Map): ~~\$5.~~ **\$7.**

(e) Master Plan as of ~~July, 2003~~ **October, 2022**: \$100.

**B. Licenses & Permits from the Township Clerk's Office.**

(15) Maps, Monroe Township.

(a) Tax Maps: \$1.

(b) Street Maps: ~~\$3.~~ **\$5.**

(c) Ward and District Map: ~~\$3.~~ **\$5.**

(d) Fire District Map: ~~\$3.~~ **\$5.**

(e) Development Location Map: ~~\$3.~~ **\$5.**

**(f) All other 24x36 maps: \$5.**

**J. Monroe Township Utility Department fees and charges.**

**Part I. Sewer Service.**

**Section A. Definitions.**

**A. "UNIT"** shall be defined as follows:

1. Residential:

(a) Each single-family dwelling.

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

(c) For users, other than residential: including each tenant in a nonresidential building, an equivalent dwelling unit of sewage flow shall be deemed to equal gallons per day of sewage flow. Example: ~~163,169~~ gal/day x 365 days = ~~59,495~~ **61,685** gal/year or ~~14,874~~ **15,421** gallons per quarter = one UNIT.

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

2. The connection fee for each unit shall be ~~\$3,399~~ **\$3501**. Connection fees for single family homes not part of a real estate development are payable at the option of the applicant in two installments with the initial installment paid prior to the time of the connection and the second payment due within one year. Interest shall accrue and be due to the Utility Department at 1% per month on the unpaid balance. In the case where the system is under construction but not yet available for connection, connection fees can be paid at the option of the applicant in two (2) installments without interest.
3. For a user other than residential with estimated sewage flows in excess of ~~463~~ **169** gallons per day, the connection fee shall be based on the number of units as defined in Subsection ~~A(2)~~ **A1(c)** above. Fractional number of units shall be calculated to the next-highest unit.

**Part II. Water Service**

Section A. Definitions:

A. "UNIT" shall be defined as follows:

1. Residential:

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

2. Other than residential: includes each tenant in a nonresidential building, one equivalent dwelling unit of potable water shall equal ~~472~~ **171** gallons per day of estimated water consumption or fraction thereof. In a building with more than one tenant or occupant, each separate tenant or occupant shall be calculated separately. Example: 169 **171** gal/day x 365 days = ~~61,685~~ **62,415** gal/year **or 15,604 gallons per quarter** = one unit.

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

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

2. The potable water connection fee for each equivalent unit shall be ~~\$3,405~~ **\$3123**., and the irrigation connection fee using potable water with a separate meter shall be \$1,000.00 per equivalent unit. Connection fees for single family homes not part of a real estate development are payable at the option of the applicant in two(2) installments with the initial installation paid prior to the time of the connection and the second payment due within one year. Interest shall accrue and be due to the Utility Department at 1% per month on the unpaid balance. In case the system is under construction but not yet available for connection, connection fees can be paid at the option of the applicant in two (2) installments without interest. In the case of real estate developers, the connection fees for the development shall be payable at the time of final approval.
3. For a user other than residential with estimated potable water consumption in excess of ~~469~~ **171** gallons per day and/or 483 gallons per day for nonpotable irrigation water, then the connection fee shall be based on the number of units as defined in Subsection A(2) above. Fractional number of units shall be calculated to the next highest unit.

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

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

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


**SO ORDAINED**, as aforesaid.

  
MIRIAM COHEN, Council President

RECORDED VOTE – INTRODUCTION – May 31, 2023						
COUNCIL	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Councilman Dipierro			X			
Councilman Markel			X			
Councilwoman Siegel	X		X			
Council V. President Van Dzura		X	X			
Council President Cohen			X			

**NOTICE**

Notice is hereby given that the foregoing Ordinance was introduced and passed on first reading at a meeting of the Monroe Township Council held on May 31, 2023. Said Ordinance will again be read and considered for final passage at the next scheduled meeting of the Monroe Township Council to be held on June 26, 2023 at 6:30 p.m. at the Monroe Township Municipal Building, 1 Municipal Plaza, Monroe Township, New Jersey 08831. At said time and place all persons having an interest in the foregoing Ordinance will be granted an opportunity to be heard concerning the same prior to consideration for final passage by the Council.

  
 CHRISTINE ROBBINS, Deputy Township Clerk


RECORDED VOTE – SECOND READING & FINAL ADOPTION – June 26, 2023						
COUNCIL	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Councilman Dipierro			X			
Councilman Markel			X			
Councilwoman Siegel		X	X			
Council V. President Van Dzura	X		X			
Council President Cohen			X			

**ORDINANCE NO.: O-5-2023-019**

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

**MAYORAL APPROVAL**

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

  
 STEPHEN DALINA, Mayor

Date signed: June 27, 2023

**2023 WATER CONNECTION FEE -- CALCULATION OF ATTRIBUTED SERVICE UNITS FOR YEAR ENDING 12/31/2022**

2022 - WATER SERVICE USAGE

365	WATER SERVICE USAGE CLASSES	Number of Accounts	Number of Residential Accounts	Total Water Usage in 1,000 gallons/year (1,000 GPY)	Total Water Usage, GPD	Total Residential Water Usage, GPD	Total Water Usage, %	GPD/EDU
Residential	Single-family Residences	14,183	21,582	985,771	2,700,742	3,813,715	90.0%	177
	Multi-family Residences	15		708	1,940			
Non-residential	Townhome Residences	10,384	21,582	405,527	1,111,033	3,813,715	10.0%	---
	Commercial	451		127,893	350,392			
	Hotels	2		5,319	14,573			
	Schools	8		5,365	14,699			
	Public	50		14,353	39,323			
	Hydrants	16		1,586	4,345			
<b>TOTALS</b>				1,546,522	4,237,047	3,813,715	100.0%	---

**TOT. RESIDENTIAL (= R+T+M) --- 21,582 --- --- 3,813,715 90.0% 177**

Total Water usage, GPY 1,546,522,000  
 Total Water Usage (Residential), GPY 1,392,006,000  
 Total Usage (Residential), GPD 3,813,715  
 GPD/EDU 177

**ROLLING FIVE-YEAR AVERAGE, GPD/EDU**

WATER	
12/31/2014	---
12/31/2015	189
12/31/2016	184
12/31/2017	188
12/31/2018	165
12/31/2019	164
12/31/2020	177
12/31/2021	173
12/31/2022	177
<b>5-Year Rolling Average GPD/EDU</b>	<b>171</b>

Total Water usage, GPY 1,546,522,000  
 Residential Water usage, GPY 1,392,006,000  
 Non-Residential Water Usage, GPY 154,516,000  
 Number of Days per Year 365  
 Residential, GPD 3,813,715  
 5-Year Rolling Average GPD/EDU 171  
 Total Water Usage, GPD 4,237,047  
**ATTRIBUTED SERVICE UNITS = (Total Water Usage, GPD)/(GPD/EDU) 24,749**

<u>WATER</u>	<u>2023</u>
<b>RETIRED DEBT SERVICE</b>	
PREVIOUS BALANCE	\$ 47,651,691
ADD CURRENT YEAR	
PRINCIPAL	\$ 947,217
INTEREST	\$ 531,931
PREPAID BONDS	\$ -
TOTAL RETIRED DEBT	\$ 49,130,839
<b>CAPITAL EXPENDITURES</b>	
PREVIOUS BALANCE	\$ 28,430,458
CY CAPITAL IMPROVEMENT	\$ 71,572
LESS: CASH CONTRIBUTION	\$ (329,963)
TOTAL CAPITAL EXPENSES NOT FUNDED	\$ 28,172,067
<b>WATER CONNECTION FEE</b>	
RETIRED DEBT SERVICE	\$ 49,130,839
CAPITAL EXPENDITURES	\$ 28,172,067
TOTAL	\$ 77,302,906
NUMBER OF ATTRIBUTED SERVICE UNITS	24,749
CONNECTION FEE	\$ 3,123

**2023 SEWER CONNECTION FEE -- CALCULATION OF ATTRIBUTED SERVICE UNITS FOR YEAR ENDING 12/31/2022**

**2022- SEWER SERVICE USAGE**

SEWER SERVICE USAGE - CLASSES	Number of Accounts	Number of Residential Accounts	Total Sewer Usage, 1,000 gallons/year (1,000 GPY)	Total Sewer Usage, GPD	Total Residential Sewer Usage, GPD	Total Sewer Usage, %	GPD/EDU
365							
Single-family Residences	10,868		952,978	2,610,899			
Multi-family Residences	11	21,263	516	1,414	3,717,627	93.4%	175
Residential							
Townhome Residences	10,384		403,440	1,105,315			
Commercial	359		87,778	240,488			
Hoteles	0		0	0			
Schools	8		5,330	14,603		6.6%	
Public	31		2,332	6,399			
Non-residential							
Hydrants							
<b>TOTALS</b>	<b>21,661</b>	<b>21,263</b>	<b>1,452,374</b>	<b>3,979,107</b>	<b>3,717,627</b>	<b>100.0%</b>	<b>---</b>
<b>TOT. RESIDENTIAL (=R+T+M)</b>	<b>---</b>	<b>21,263</b>	<b>---</b>	<b>---</b>	<b>3,717,627</b>	<b>93.4%</b>	<b>175</b>

Total Sewer Usage, GPY	1,452,374,000
Total Sewer Usage (Residential), GPY	1,356,934,000
Total Sewer Usage (Residential), GPD	3,717,627
GPD/EDU	175

ROLLING FIVE-YEAR AVERAGE, GPD/EDU	
SEWER	
12/31/2014	---
12/31/2015	162
12/31/2016	158
12/31/2017	144
12/31/2018	163
12/31/2019	162
12/31/2020	175
12/31/2021	171
12/31/2022	175
5-Year Rolling Average GPD/EDU	169

Total Sewer Usage, GPY	1,452,374,000
Residential Sewer Usage, GPY	1,356,934,000
Non-Residential Sewer Usage, GPY	95,440,000
Number of Days per Year	365
Residential, GPD	3,717,627
5-Year Rolling Average GPD/EDU	169
Total Sewer Usage, GPD	3,979,107
ATTRIBUTED SERVICE UNITS =(Total Sewer Usage, GPD)/(GPD/EDU)	23,517

<b>SEWER</b>		<b>2023</b>
<b>RETIRED DEBT SERVICE</b>		
PREVIOUS BALANCE		\$ 71,708,802
ADD CURRENT YEAR		
PRINCIPAL		\$ 1,110,700
INTEREST		\$ 711,237
DEBT SERVICE PAYMENT TO MCUA		\$ 967,142
PREPAID BONDS		
TOTAL RETIRED DEBT SERVICE		\$ 74,497,881
<b>CAPITAL EXPENDITURES</b>		
PREVIOUS BALANCE		\$ 8,269,864
CY CAPITAL IMPROVEMENT		\$ 71,571
LESS: CASH CONTRIBUTION		\$ (500,642)
TOTAL CAPITAL EXPENSES NOT FUNDED		\$ 7,840,793
<b>SEWER CONNECTION FEE</b>		
RETIRED DEBT SERVICE		\$ 74,497,881
CAPITAL EXPENDITURES		\$ 7,840,793
TOTAL		\$ 82,338,674
NUMBER OF ATTRIBUTED SERVICE UNITS		23,517
CONNECTION FEE		\$ 3,501

**MONROE TOWNSHIP UTILITIES DEPARTMENT (MTUD) - METHODS FOR CALCULATING WATER AND SEWER CONNECTION FEES FOR 2023**

**1. CONNECTION FEE FOR WATER SERVICE USAGE** (Based on the prior calendar year's data, e.g., 2022 historical data for calculating the "2023 Connection Fee")

*(NOTE: Make all changes in the WATER worksheet and they will be copied to the WATER & SEWER worksheet!)*

Information Required

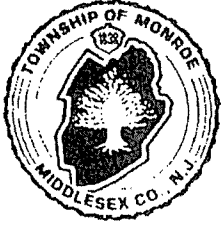
1.	TOTAL NUMBER OF ACCOUNTS SERVICED BY THE MTUD
2.	NUMBER OF RESIDENTIAL ACCOUNTS SERVICED BY THE MTUD
3.	TOTAL WATER USAGE IN 1,000 GALLONS/YEAR (1,000 GPY)
4.	TOTAL WATER USAGE, GALLONS PER DAY (GPD)
5.	RESIDENTIAL WATER USAGE, GPD/Residential Account = GPD/EDU
6.	ATTRIBUTED NUMBER OF SERVICE UNITS = Total Water Usage/(GPD/EDU)
7.	RETIRED DEBT SERVICE & CAPITAL EXPENDITURES, \$
8.	CONNECTION FEE, \$/SERVICE UNIT

**2. CONNECTION FEES FOR SEWER SERVICE USAGE** (Based on the prior calendar year's data, e.g., 2022 historical data for calculating the "2023 Connection Fee")

*(NOTE: Make all changes in the SEWER worksheet and they will be copied to the WATER & SEWER worksheet!)*

Information Required

1.	TOTAL NUMBER OF ACCOUNTS SERVICED BY THE MTUD
2.	NUMBER OF RESIDENTIAL ACCOUNTS SERVICED BY THE MTUD
3.	TOTAL SEWER USE IN 1,000 GALLONS/YEAR (1,000 GPY)
4.	TOTAL SEWER USE, GALLONS PER DAY (GPD)
5.	RESIDENTIAL SEWER USE, GPD/Residential Account = GPD/EDU
6.	ATTRIBUTED NUMBER OF SERVICE UNITS = Total Sewer Usage/(GPD/EDU)
7.	RETIRED DEBT SERVICE & CAPITAL EXPENDITURES, \$
8.	CONNECTION FEE, \$/SERVICE UNIT



# Township of Monroe

County of Middlesex

**PATRICIA REID**  
Township Clerk

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

## Affidavit of Publication

I, Christine Robbins, Deputy Township Clerk, of the Township of Monroe, County of Middlesex, State of New Jersey, do hereby certify that the attached legal notice is a true copy of such notice, which was published in the Home News Tribune, the official newspaper of Monroe Township and a newspaper of general circulation in the County of Middlesex on June 7, 2023.

Christine Robbins, Deputy Township Clerk

MONROE TOWNSHIP  
NOTICE OF PENDING ORDINANCE  
ORDINANCE NO.: O-5-2023-019

NOTICE IS HEREBY GIVEN THAT AN ORDINANCE ENTITLED: "ORDINANCE AMENDING CHAPTER 39 OF THE CODE OF THE TOWNSHIP OF MONROE ENTITLED "FEES", has been introduced and passed on first reading at the regular meeting of the Monroe Township Council held on May 31, 2023 and will be further considered for final passage after a Public Hearing during the council meeting to be held on June 26, 2023 at 6:30 p.m. in the Monroe Twp. Municipal Building, One Municipal Plaza, Monroe Twp., N.J. 08831. At said time and place, all persons will be granted the opportunity to be heard concerning this Ordinance prior to its consideration for adoption by Council.

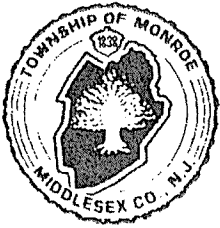
The purpose of this Ordinance is to amend Chapter 39 to update the following fees: annual required developer connection fee adjustments for water and sewer, 24x36 copies \$5.00 (maps), zoning map \$7.00 and cost of USB thumb drives \$4.73.

The proposed Ordinance in its entirety can be viewed on the Township website, [www.monroetwp.com](http://www.monroetwp.com) and is on file in the Municipal Clerk's Office. Copies may be obtained without charge between the hours of 8:30am and 4:30pm, Monday through Friday.

(\$25.74)

Patricia Reid, Municipal Clerk

0095726540-01



# Township of Monroe

County of Middlesex

**PATRICIA REID**  
Township Clerk

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

## Affidavit of Publication

I, Christine Robbins, Deputy Township Clerk, of the Township of Monroe, County of Middlesex, State of New Jersey, do hereby certify that the attached legal notice is a true copy of such notice, which was published in the Home News Tribune, the official newspaper of Monroe Township and a newspaper of general circulation in the County of Middlesex on July 3, 2023.

Christine Robbins, Deputy Township Clerk

Ad Number: 0005753659

Run Dates: 07/03/2023

### MONROE TOWNSHIP, MIDDLESEX COUNTY NOTICE OF FINAL ADOPTION

Notice is hereby given that the following entitled Ordinance was introduced and passed on First Reading at the regular meeting of the Monroe Township Council held on May 31, 2023. Furthermore, this Ordinance was adopted after a Public Hearing was held at the June 26, 2023 meeting of the Monroe Township Council which was held in the Monroe Twp. Municipal Building, One Municipal Plaza, Monroe Twp., N.J. 08831 and was thereafter approved and signed by the Mayor on June 27, 2023.

### MONROE TOWNSHIP, MIDDLESEX COUNTY

ORDINANCE NO.: O-5-2023-019

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

CHRISTINE ROBBINS, R.M.C.  
Monroe Township Deputy Municipal Clerk

(\$19.89)  
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