

**TOWNSHIP OF SHREWSBURY**  
**ORDINANCE #2023- 03**  
County of Monmouth

**ORDINANCE AMENDING AN ORDINANCE PROVIDING CERTIFICATES OF OCCUPANCY IN THE TOWNSHIP OF SHREWSBURY AND PROVIDING PENALTIES FOR THE VIOLATION THEREOF**

**WHEREAS**, the Township of Shrewsbury adopted an Ordinance providing for the issuance of Certificates of Occupancy on all dwelling units on April 9, 1985 and amended the same in 1996; November 25, 2014; and January 13, 2015, but has not increased or changed the fees for such Certificates of Occupancy since the aforesaid last amendment; and

**WHEREAS**, it is in the best interest of Shrewsbury Township to update its fee schedule with regard to the aforesaid Ordinance.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Governing Body of the Township of Shrewsbury, State of New Jersey that the following existing ordinance shall be amended and supplemented as follows:

**SECTION 7, entitled, “Fees.”**

The following fee shall be applicable for the inspection and issuance of Certificates of Occupancy and related inspections as follow:

**a. Rental Inspection Fee Schedule for a Certificate of Occupancy:**

- (1) One Hundred Dollars (\$100.00) per rental dwelling or rental dwelling unit.
- (2) One Hundred Dollars (\$100.00) for boarding house, rooming unit, rooming house.
- (3) One hundred Dollars (\$100.00) per rental unit, building or premise for a commercial and/or industrial building or premises.
- (4) Reinspection. Upon second reinspection and failure, the fee shall be Seventy-five Dollars (\$75.00) for residential and One Hundred Dollars (\$100.00) for all other use groups.

**b. Inspection Fee Schedule for a Certificate of Occupancy upon the Sale, Transfer, Mortgage, Lease or otherwise disposed of shall be as follows:**

- (1) One or two-family dwellings: One Hundred Dollars (\$100.00) a dwelling unit. Multi-family dwellings (three or more) the fee shall be One Hundred Dollars (\$100.00) a unit, provided the minimum fee shall be Three Hundred Dollars (\$300.00) a building. In such case a single unit is sold under the condominium or cooperative form of ownership, the fee shall be One Hundred Dollars (\$100.00) a unit.
- (2) Commercial and industrial buildings and premises: One Hundred and Fifty Dollars (\$150.00) from 0 – 10,000 square feet, Two Hundred and Fifty Dollars (\$250.00) from 10,001 – 25,000 square feet and Three Hundred Dollars (\$300.00) for premises in excess of 25,000 square feet.
- (3) Reinspection. Upon second reinspection and failure, the fee shall be Seventy-five Dollars (\$75.00) for residential and One Hundred Dollars (\$100.00) for all other use groups.

**BE IT FURTHER ORDAINED**, that this ordinance shall take effective immediately upon final adoption and publication in the manner prescribed by law.

All Ordinances or parts of Ordinances that are inconsistent herewith are repealed, but only to the extent of such inconsistency.

DATE:

**Vote on Adoption:**

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

APPROVED ON FIRST READING: February 14, 2022

APPROVED, PASSED AND ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Katrina Thornton, CMR  
Acting Municipal Clerk

\_\_\_\_\_  
Lester J. Jennings  
Mayor