

**ORDINANCE 2004-37**

**AN ORDINANCE AMENDING CHAPTER 237 (RECORDS), SECTION 2 (FEES) OF THE MUNICIPAL CODE OF THE TOWNSHIP OF HILLSBOROUGH, COUNTY OF SOMERSET, STATE OF NEW JERSEY**

**BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey as follows:

**Section 1:** Chapter 237, Section 2 of the Municipal Code of the Township of Hillsborough shall be amended as follows:

**237-2. Fees.**

A. Copies shall be made available for purchase upon the payment of fees in accordance with N.J.S.A. 47:1A-1 et seq., which fees shall be based upon the total number of pages or parts thereof to be purchased without regard to the number of records being copies.

- (1) First page to 10<sup>th</sup> page: \$0.75 per page.
- (2) Eleventh page to 20<sup>th</sup> page: \$0.50 pr page.
- (3) All pages over 20 pages: \$0.25 per page.
- (4) Mail request:
  - (a) ~~Ten pages or fewer: \$5.~~  
Normal copy fees as described in Section 1 A. plus actual postage costs.
  - (b) All pages over 10 pages \$0.25 per page.
- (5) Fax request: \$1 per page.

B. Color copying:

- (1) 8 ½ inches by 11 inches: \$1 per page.
- (2) 8 ½ inches by 14 inches: \$1.50 per page.
- (3) 11 inches by 17 inches: \$2 per page.

C. Retrieval of records stored off site:

- (1) Retrieval and delivery charges: \$30.
- (2) ~~Per box charge: \$10.~~

D. Miscellaneous fees:

- (1) Master Plan: \$35.
- (2) Zoning Ordinance: \$40.
- (3) ~~Video tape copies: \$20.~~
- (4) Photographs (maximum of 8 ½ inches by 11 inches): \$1.50.

E. Maps

- (1) Print copies:
  - (a) 36 inches by 42 inches: \$5 per sheet.
  - (b) 24 inches by 36 inches: \$3 per sheet.
  - (c) 11 inches by 17 inches: \$1 per sheet.
- (2) Digital map files (DWF format):
  - (a) Tax Map zipped on a three-and-one-half-inch floppy disk: \$25 per sheet.
  - (b) Tax Map (per sheet) on CD: \$30 per sheet.
  - (c) Tax Map, complete set (TIF format) on CD: \$25.
- (3) Map disclaimer: For all data contained herein, Hillsborough Township makes no representations of any kind, including but not limited to the warranties of merchantability, accuracy or fitness for a particular use, nor are such warranties to be implied with respect to the digital data provided.

F. The following fees shall be established for permits or other such services provided by the Finance Department:

- (1) Tax status letter fee: \$15.

- (2) Tax redemption statement fee: \$20.
- (3) Duplicate tax sale certificate fee: \$100.

**Section 2:** Chapter 237, Section 2 of the Municipal Code of the Township of Hillsborough shall be amended by adding Section 2 G. as follows:

G. Fees for services provided by the Police Department.

- (1) Audio Tape Copies: \$5.00
- (2) Video Tape Copies: \$5.00
- (3) Uncertified transcription of audio tapes: \$25.00  
Plus per page copy charge.

**Section 3:** This Ordinance shall take effect upon its adoption, passage, and publication according to law.

ATTEST:

TOWNSHIP OF HILLSBOROUGH:

\_\_\_\_\_  
Kevin P. Davis, Acting Township Clerk

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Steven N. Sireci, Jr., Mayor