

**CITY OF MILLVILLE
COUNTY OF CUMBERLAND
STATE OF NEW JERSEY**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER
11, SECTION 67 (“REGISTRATION
PERMIT AND FEES”) OF THE
MILLVILLE CITY CODE**

WHEREAS, the Code of the City of Millville, Chapter 11, Article VII (“Residential Rental Properties”), Section 67 (“Registration Permit and Fee”) provides for an annual registration and inspection scheme under which an annual fee is charged in the sum of \$100.00 and is due prior to March 1st of each year; and

WHEREAS, the Bureau of Permits and Inspections must inspect approximately 2,300 rental units each year which are located within the City; and

WHEREAS, it taxes the Bureau’s resources to conduct all of the aforesaid inspections during the same time of the year; and

WHEREAS, the Board of Commissioners of the City of Millville finds that staggering the inspections over four quarters would make for a more efficient use of the Bureau’s resources and would result in a more efficient system for inspecting rental units in order to ensure such units are safe for City residents; and

WHEREAS, in order to implement a staggered system of inspections, it is necessary to also stagger the registration/inspection fees so that these do not become due until the same quarter in which the inspection will occur; and

WHEREAS, in anticipation of the adoption of this Ordinance, the Bureau has not issued bills for registration/inspection fees which ordinarily would become due on March 1st; and

WHEREAS, it will consequently be necessary to pro-rate inspection fees through the current 2020 calendar year.

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Millville that Millville City Code, Chapter 11, Section 67 (“Registration Permit and Fees”), is hereby amended as follows:

SECTION 1

§ 11-67. Registration Permit and Fees.

- A. Each residential rental unit shall be inspected annually. The annual registration terms shall be staggered so that for approximately 25% of the total units in the City the term shall commence January 1st, for approximately 25% of the units the term shall commence on April 1st, for approximately 25% of the units the term shall commence on July 1st and for the remaining approximately 25% the term shall commence on October 1st. An annual registration/inspection fee of

\$100.00 per unit shall be due upon the commencement of the aforesaid terms which shall all be for a duration of one year. For payments made after the applicable due date the fee shall be \$125.00 per unit. In order to implement this Ordinance the Bureau of Permits and Inspections shall pro-rate the annual fee for the unbilled part of the year prior to the applicable due date. No fee shall be required for units owned by the City, the Millville Housing Authority or another governmental agency.

- B. No residential rental unit shall be occupied unless it is registered with the City and is occupied in compliance with these regulations and Article V, Property Maintenance Code, of this chapter.
- C. Upon submission of a complete registration form and payment of the registration fee, the City shall issue a registration permit for each property containing a residential rental unit. No registration shall be accepted unless an agent has been designated as provided in § 11-68 below. Upon receipt of the completed form and fee, the City will schedule a timely inspection of the unit or units that are the subject of the registration. If the inspection results in a satisfactory rating, a certificate of continued occupancy shall be issued. However, the Housing Inspector may reinspect any residential rental unit at any time when he or she has reasonable grounds to believe that the unit is no longer in compliance with the property maintenance code or these regulations.
- D. As a condition of receiving a registration permit, the owner or manager of a multiple dwelling shall provide proof that said multiple dwelling is under contract with a private waste hauler for the collection of its solid waste.
- E. The registration fee shall include the administrative cost of the registration permit and two inspections during the calendar year for which the permit applies. Any additional inspection or reinspection required by the Housing Inspector or any cancellation of an appointment for inspection on less than 48 hours' notice during the same year shall result in an additional charge of \$50 per inspection.
- F. The owner shall notify the Bureau of Permits and Inspections forthwith whenever a unit has been vacated, and prior to any reoccupancy of the residential rental unit.

SECTION 2

Should any provision of this ordinance be deemed invalid for any reason that invalidity shall not affect the remaining provisions of the ordinance, and the provisions and sections of the ordinance are hereby declared to be severable with respect to their validity.

SECTION 3

This ordinance shall take effect twenty (20) days after final passage, according to law.

FIRST READING: _____

Moved By: _____

Seconded By: _____

<u>VOTING</u>	<u>In Favor</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

SECOND READING: _____

Moved By: _____

Seconded By: _____

<u>VOTING</u>	<u>In Favor</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>
Michael Santiago				
W. James Parent				
Ashleigh Udalovas				
Joseph Pepitone				
Bruce Cooper				

CERTIFICATION

I certify that the foregoing is a true copy of a Resolution adopted by the Board of Commissioners, of the City of Millville in the County of Cumberland, at a meeting thereof held on _____, 2020.

Jeanne M. Hitchner, City Clerk