



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF CODES AND STANDARDS

101 SOUTH BROAD STREET

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Chris Christie
GOVERNOR
Kim Guadagno
LIEUTENANT GOVERNOR

Richard E Constable III
COMMISSIONER

September 19, 2014

Dear Construction Official,

This is to call your attention to certain changes that were proposed to the New Jersey Administrative Code in the New Jersey Register of Monday, June 2, 2014. The adoption notice for these changes will appear in the New Jersey Register of Monday October 6, 2014. This pertains to the fees collected by the construction officials on behalf of DCA.

Chapter 23 – Uniform Construction Code

5.23-4.19 New Jersey State permit surcharge fees

(a) (No change.)

(b) Amount: This fee shall be in the amount of [\$0.00334] **\$0.00371** per cubic foot volume of new buildings and additions. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The fee for all other construction shall be [\$1.70] **\$1.90** per \$1,000 of value of construction.

These changes will increase the amount of the fee to \$0.00371 per cubic foot on new and addition permits, and the alteration fee to \$0.00190 per dollar of cost of alteration.

The date of implementation of the fee change will be Monday, October 6, 2014.

If you use the State UCCARS program, there are several steps required in order to properly record and account for these changes. Please see the enclosed UCCARS instructions.

If you use the State PermitsNJ system, DCA will affect the fee change on October 6th centrally in the system for all towns for permits issued on or after that date. You will need to run the State Permit Fee report at the close of business on October 6th, and retain this copy to submit with the final copy that you will run at the end of the quarter.

Instructions for users of other construction permit software:

If you use another construction permit management software, now is the time to inform your software provider of these requirements. Contact your software vendor. Your program will need to be able to do the following:



- Calculate the fees based on the new rates October 6, 2014.

For your convenience, a DCA Fee ‘rounding’ chart has been enclosed.

Q. & A.

Q. Do we need to change our municipal fee ordinance?

A. Not for the DCA State Permit Fee. State Permit Fee is collected under the authority of the New Jersey Administrative Code, and the State has itself effected the changes to the New Jersey Administrative Code. Note that if your fee ordinance references any of the departmental fees in 5:23-4.20 (State standard fee schedule) all of these have changed and may require a fee ordinance revision. You can find the new fee schedule on our website at http://www.state.nj.us/dca/divisions/codes/codereg/pdf_rule_proposals/prn2014_068_dca5_14A_2_8.pdf If you use permitsNJ, and use the state standard fee schedule, and require assistance updating your fee schedule, contact Charles Pierson at 609-292-7899.

Q. If the application was made before the fee change date, but not issued or paid for until after, do I charge the new or old fee.

A. It is based on the application date. If an application was completed and accepted by your office before the fee change, you can charge the fee in effect at the time of application

Any questions may be directed to this office. We may be reached at (609) 292-7899, or rbyrne@dca.state.nj.us.

Thank you,



Richard Byrne
UCCARS Coordinator



October 6, 2014 DCA fee change instructions.

Instructions for UCCARS System 1 USERS:

On Monday, October 6, 2014: You will need to complete entering all of your permit work from permits and permit updates issued before October 6, 2014, **BEFORE** you make the system changes.

On October 6th, you will need to change the rate in your system:

Go to Change Program Setup.

Go to DCA Fee Change.

Change the Rate Per Cubic Foot Volume New and Addition to 0.00371.

Change the Rate Per Dollar Cost of Alteration to 0.00190

Press F10, then press F2 to store.

You will also need to print a copy of the State Permit Fee report on the 6th, before entering any new permits. Retain this copy and submit it with the regular copy of the report you will print at the end of the quarter.

October 6, 2014 DCA fee change instructions.

Instructions for UCCARS System 2 USERS:

On Monday, October 6, 2014: You will need to complete entering all of your permit work from permits and permit updates issued before October 6, 2014, **BEFORE** you make the system changes.

On October 6th, you will need to change the rate in your system:

Go to Change Program Setup.

Go to DCA Fee Change.

Change the Rate Per Cubic Foot Volume New and Addition to 0.00371.

Change the Rate Per Dollar Cost of Alteration to 0.00190

Press F10, then press F2 to store.

You will also need to print a copy of the State Permit Fee report on the 6th, before entering any new permits. Retain this copy and submit it with the regular copy of the report you will print at the end of the quarter.

DCA State Permit Fee
\$1.90 / \$1000 of Alteration

You can round each subcode using this chart. If the total DCA Fee on all the subcodes is zero, a \$1 minimum DCA Fee must be charged on the permit.

From	To	DCA	From	To	DCA	From	To	DCA	From	To	DCA
\$0.00	\$ 262.00	\$0.00	\$ 19,737.00	\$ 20,262.00	\$ 38.00	\$ 39,737.00	\$ 40,262.00	\$ 76.00	\$ 59,737.00	\$ 60,262.00	\$ 114.00
\$ 263.00	\$ 788.00	\$ 1.00	\$ 20,263.00	\$ 20,788.00	\$ 39.00	\$ 40,263.00	\$ 40,788.00	\$ 77.00	\$ 60,263.00	\$ 60,788.00	\$ 115.00
\$ 789.00	\$ 1,315.00	\$ 2.00	\$ 20,789.00	\$ 21,315.00	\$ 40.00	\$ 40,789.00	\$ 41,315.00	\$ 78.00	\$ 60,789.00	\$ 61,315.00	\$ 116.00
\$ 1,316.00	\$ 1,841.00	\$ 3.00	\$ 21,316.00	\$ 21,841.00	\$ 41.00	\$ 41,316.00	\$ 41,841.00	\$ 79.00	\$ 61,316.00	\$ 61,841.00	\$ 117.00
\$ 1,842.00	\$ 2,367.00	\$ 4.00	\$ 21,842.00	\$ 22,367.00	\$ 42.00	\$ 41,842.00	\$ 42,367.00	\$ 80.00	\$ 61,842.00	\$ 62,367.00	\$ 118.00
\$ 2,368.00	\$ 2,894.00	\$ 5.00	\$ 22,368.00	\$ 22,894.00	\$ 43.00	\$ 42,368.00	\$ 42,894.00	\$ 81.00	\$ 62,368.00	\$ 62,894.00	\$ 119.00
\$ 2,895.00	\$ 3,420.00	\$ 6.00	\$ 22,895.00	\$ 23,420.00	\$ 44.00	\$ 42,895.00	\$ 43,420.00	\$ 82.00	\$ 62,895.00	\$ 63,420.00	\$ 120.00
\$ 3,421.00	\$ 3,946.00	\$ 7.00	\$ 23,421.00	\$ 23,946.00	\$ 45.00	\$ 43,421.00	\$ 43,946.00	\$ 83.00	\$ 63,421.00	\$ 63,946.00	\$ 121.00
\$ 3,947.00	\$ 4,473.00	\$ 8.00	\$ 23,947.00	\$ 24,473.00	\$ 46.00	\$ 43,947.00	\$ 44,473.00	\$ 84.00	\$ 63,947.00	\$ 64,473.00	\$ 122.00
\$ 4,474.00	\$ 4,999.00	\$ 9.00	\$ 24,474.00	\$ 24,999.00	\$ 47.00	\$ 44,474.00	\$ 44,999.00	\$ 85.00	\$ 64,474.00	\$ 64,999.00	\$ 123.00
\$ 5,000.00	\$ 5,525.00	\$ 10.00	\$ 25,000.00	\$ 25,525.00	\$ 48.00	\$ 45,000.00	\$ 45,525.00	\$ 86.00	\$ 65,000.00	\$ 65,525.00	\$ 124.00
\$ 5,526.00	\$ 6,052.00	\$ 11.00	\$ 25,526.00	\$ 26,052.00	\$ 49.00	\$ 45,526.00	\$ 46,052.00	\$ 87.00	\$ 65,526.00	\$ 66,052.00	\$ 125.00
\$ 6,053.00	\$ 6,578.00	\$ 12.00	\$ 26,053.00	\$ 26,578.00	\$ 50.00	\$ 46,053.00	\$ 46,578.00	\$ 88.00	\$ 66,053.00	\$ 66,578.00	\$ 126.00
\$ 6,579.00	\$ 7,104.00	\$ 13.00	\$ 26,579.00	\$ 27,104.00	\$ 51.00	\$ 46,579.00	\$ 47,104.00	\$ 89.00	\$ 66,579.00	\$ 67,104.00	\$ 127.00
\$ 7,105.00	\$ 7,631.00	\$ 14.00	\$ 27,105.00	\$ 27,631.00	\$ 52.00	\$ 47,105.00	\$ 47,631.00	\$ 90.00	\$ 67,105.00	\$ 67,631.00	\$ 128.00
\$ 7,632.00	\$ 8,157.00	\$ 15.00	\$ 27,632.00	\$ 28,157.00	\$ 53.00	\$ 47,632.00	\$ 48,157.00	\$ 91.00	\$ 67,632.00	\$ 68,157.00	\$ 129.00
\$ 8,158.00	\$ 8,683.00	\$ 16.00	\$ 28,158.00	\$ 28,683.00	\$ 54.00	\$ 48,158.00	\$ 48,683.00	\$ 92.00	\$ 68,158.00	\$ 68,683.00	\$ 130.00
\$ 8,684.00	\$ 9,210.00	\$ 17.00	\$ 28,684.00	\$ 29,210.00	\$ 55.00	\$ 48,684.00	\$ 49,210.00	\$ 93.00	\$ 68,684.00	\$ 69,210.00	\$ 131.00
\$ 9,211.00	\$ 9,736.00	\$ 18.00	\$ 29,211.00	\$ 29,736.00	\$ 56.00	\$ 49,211.00	\$ 49,736.00	\$ 94.00	\$ 69,211.00	\$ 69,736.00	\$ 132.00
\$ 9,737.00	\$ 10,262.00	\$ 19.00	\$ 29,737.00	\$ 30,262.00	\$ 57.00	\$ 49,737.00	\$ 50,262.00	\$ 95.00	\$ 69,737.00	\$ 70,262.00	\$ 133.00
\$ 10,263.00	\$ 10,788.00	\$ 20.00	\$ 30,263.00	\$ 30,788.00	\$ 58.00	\$ 50,263.00	\$ 50,788.00	\$ 96.00	\$ 70,263.00	\$ 70,788.00	\$ 134.00
\$ 10,789.00	\$ 11,315.00	\$ 21.00	\$ 30,789.00	\$ 31,315.00	\$ 59.00	\$ 50,789.00	\$ 51,315.00	\$ 97.00	\$ 70,789.00	\$ 71,315.00	\$ 135.00
\$ 11,316.00	\$ 11,841.00	\$ 22.00	\$ 31,316.00	\$ 31,841.00	\$ 60.00	\$ 51,316.00	\$ 51,841.00	\$ 98.00	\$ 71,316.00	\$ 71,841.00	\$ 136.00
\$ 11,842.00	\$ 12,367.00	\$ 23.00	\$ 31,842.00	\$ 32,367.00	\$ 61.00	\$ 51,842.00	\$ 52,367.00	\$ 99.00	\$ 71,842.00	\$ 72,367.00	\$ 137.00
\$ 12,368.00	\$ 12,894.00	\$ 24.00	\$ 32,368.00	\$ 32,894.00	\$ 62.00	\$ 52,368.00	\$ 52,894.00	\$ 100.00	\$ 72,368.00	\$ 72,894.00	\$ 138.00
\$ 12,895.00	\$ 13,420.00	\$ 25.00	\$ 32,895.00	\$ 33,420.00	\$ 63.00	\$ 52,895.00	\$ 53,420.00	\$ 101.00	\$ 72,895.00	\$ 73,420.00	\$ 139.00
\$ 13,421.00	\$ 13,946.00	\$ 26.00	\$ 33,421.00	\$ 33,946.00	\$ 64.00	\$ 53,421.00	\$ 53,946.00	\$ 102.00	\$ 73,421.00	\$ 73,946.00	\$ 140.00
\$ 13,947.00	\$ 14,473.00	\$ 27.00	\$ 33,947.00	\$ 34,473.00	\$ 65.00	\$ 53,947.00	\$ 54,473.00	\$ 103.00	\$ 73,947.00	\$ 74,473.00	\$ 141.00
\$ 14,474.00	\$ 14,999.00	\$ 28.00	\$ 34,474.00	\$ 34,999.00	\$ 66.00	\$ 54,474.00	\$ 54,999.00	\$ 104.00	\$ 74,474.00	\$ 74,999.00	\$ 142.00
\$ 15,000.00	\$ 15,525.00	\$ 29.00	\$ 35,000.00	\$ 35,525.00	\$ 67.00	\$ 55,000.00	\$ 55,525.00	\$ 105.00	\$ 75,000.00	\$ 75,525.00	\$ 143.00
\$ 15,526.00	\$ 16,052.00	\$ 30.00	\$ 35,526.00	\$ 36,052.00	\$ 68.00	\$ 55,526.00	\$ 56,052.00	\$ 106.00	\$ 75,526.00	\$ 76,052.00	\$ 144.00
\$ 16,053.00	\$ 16,578.00	\$ 31.00	\$ 36,053.00	\$ 36,578.00	\$ 69.00	\$ 56,053.00	\$ 56,578.00	\$ 107.00	\$ 76,053.00	\$ 76,578.00	\$ 145.00
\$ 16,579.00	\$ 17,104.00	\$ 32.00	\$ 36,579.00	\$ 37,104.00	\$ 70.00	\$ 56,579.00	\$ 57,104.00	\$ 108.00	\$ 76,579.00	\$ 77,104.00	\$ 146.00
\$ 17,105.00	\$ 17,631.00	\$ 33.00	\$ 37,105.00	\$ 37,631.00	\$ 71.00	\$ 57,105.00	\$ 57,631.00	\$ 109.00	\$ 77,105.00	\$ 77,631.00	\$ 147.00
\$ 17,632.00	\$ 18,157.00	\$ 34.00	\$ 37,632.00	\$ 38,157.00	\$ 72.00	\$ 57,632.00	\$ 58,157.00	\$ 110.00	\$ 77,632.00	\$ 78,157.00	\$ 148.00
\$ 18,158.00	\$ 18,683.00	\$ 35.00	\$ 38,158.00	\$ 38,683.00	\$ 73.00	\$ 58,158.00	\$ 58,683.00	\$ 111.00	\$ 78,158.00	\$ 78,683.00	\$ 149.00
\$ 18,684.00	\$ 19,210.00	\$ 36.00	\$ 38,684.00	\$ 39,210.00	\$ 74.00	\$ 58,684.00	\$ 59,210.00	\$ 112.00	\$ 78,684.00	\$ 79,210.00	\$ 150.00
\$ 19,211.00	\$ 19,736.00	\$ 37.00	\$ 39,211.00	\$ 39,736.00	\$ 75.00	\$ 59,211.00	\$ 59,736.00	\$ 113.00	\$ 79,211.00	\$ 79,736.00	\$ 151.00

DCA State Permit Fee
\$0.00371 / Cubic Foot Volume

From	To	DCA	From	To	DCA	From	To	DCA	From	To	DCA
			10,108	10,376	\$ 38.00	20,350	20,619	\$ 76.00	30,593	30,862	\$ 114.00
0	403	\$ 1.00	10,377	10,646	\$ 39.00	20,620	20,888	\$ 77.00	30,863	31,131	\$ 115.00
404	673	\$ 2.00	10,647	10,915	\$ 40.00	20,889	21,158	\$ 78.00	31,132	31,401	\$ 116.00
674	942	\$ 3.00	10,916	11,185	\$ 41.00	21,159	21,428	\$ 79.00	31,402	31,670	\$ 117.00
943	1,212	\$ 4.00	11,186	11,455	\$ 42.00	21,429	21,697	\$ 80.00	31,671	31,940	\$ 118.00
1,213	1,481	\$ 5.00	11,456	11,724	\$ 43.00	21,698	21,967	\$ 81.00	31,941	32,209	\$ 119.00
1,482	1,751	\$ 6.00	11,725	11,994	\$ 44.00	21,968	22,236	\$ 82.00	32,210	32,479	\$ 120.00
1,752	2,021	\$ 7.00	11,995	12,263	\$ 45.00	22,237	22,506	\$ 83.00	32,480	32,748	\$ 121.00
2,022	2,290	\$ 8.00	12,264	12,533	\$ 46.00	22,507	22,775	\$ 84.00	32,749	33,018	\$ 122.00
2,291	2,560	\$ 9.00	12,534	12,802	\$ 47.00	22,776	23,045	\$ 85.00	33,019	33,287	\$ 123.00
2,561	2,829	\$ 10.00	12,803	13,072	\$ 48.00	23,046	23,314	\$ 86.00	33,288	33,557	\$ 124.00
2,830	3,099	\$ 11.00	13,073	13,341	\$ 49.00	23,315	23,584	\$ 87.00	33,558	33,826	\$ 125.00
3,100	3,368	\$ 12.00	13,342	13,611	\$ 50.00	23,585	23,853	\$ 88.00	33,827	34,096	\$ 126.00
3,369	3,638	\$ 13.00	13,612	13,880	\$ 51.00	23,854	24,123	\$ 89.00	34,097	34,366	\$ 127.00
3,639	3,907	\$ 14.00	13,881	14,150	\$ 52.00	24,124	24,393	\$ 90.00	34,367	34,635	\$ 128.00
3,908	4,177	\$ 15.00	14,151	14,419	\$ 53.00	24,394	24,662	\$ 91.00	34,636	34,905	\$ 129.00
4,178	4,446	\$ 16.00	14,420	14,689	\$ 54.00	24,663	24,932	\$ 92.00	34,906	35,174	\$ 130.00
4,447	4,716	\$ 17.00	14,690	14,959	\$ 55.00	24,933	25,201	\$ 93.00	35,175	35,444	\$ 131.00
4,717	4,986	\$ 18.00	14,960	15,228	\$ 56.00	25,202	25,471	\$ 94.00	35,445	35,713	\$ 132.00
4,987	5,255	\$ 19.00	15,229	15,498	\$ 57.00	25,472	25,740	\$ 95.00	35,714	35,983	\$ 133.00
5,256	5,525	\$ 20.00	15,499	15,767	\$ 58.00	25,741	26,010	\$ 96.00	35,984	36,252	\$ 134.00
5,526	5,794	\$ 21.00	15,768	16,037	\$ 59.00	26,011	26,279	\$ 97.00	36,253	36,522	\$ 135.00
5,795	6,064	\$ 22.00	16,038	16,306	\$ 60.00	26,280	26,549	\$ 98.00	36,523	36,791	\$ 136.00
6,065	6,333	\$ 23.00	16,307	16,576	\$ 61.00	26,550	26,818	\$ 99.00	36,792	37,061	\$ 137.00
6,334	6,603	\$ 24.00	16,577	16,845	\$ 62.00	26,819	27,088	\$ 100.00	37,062	37,331	\$ 138.00
6,604	6,872	\$ 25.00	16,846	17,115	\$ 63.00	27,089	27,357	\$ 101.00	37,332	37,600	\$ 139.00
6,873	7,142	\$ 26.00	17,116	17,384	\$ 64.00	27,358	27,627	\$ 102.00	37,601	37,870	\$ 140.00
7,143	7,411	\$ 27.00	17,385	17,654	\$ 65.00	27,628	27,897	\$ 103.00	37,871	38,139	\$ 141.00
7,412	7,681	\$ 28.00	17,655	17,924	\$ 66.00	27,898	28,166	\$ 104.00	38,140	38,409	\$ 142.00
7,682	7,950	\$ 29.00	17,925	18,193	\$ 67.00	28,167	28,436	\$ 105.00	38,410	38,678	\$ 143.00
7,951	8,220	\$ 30.00	18,194	18,463	\$ 68.00	28,437	28,705	\$ 106.00	38,679	38,948	\$ 144.00
8,221	8,490	\$ 31.00	18,464	18,732	\$ 69.00	28,706	28,975	\$ 107.00	38,949	39,217	\$ 145.00
8,491	8,759	\$ 32.00	18,733	19,002	\$ 70.00	28,976	29,244	\$ 108.00	39,218	39,487	\$ 146.00
8,760	9,029	\$ 33.00	19,003	19,271	\$ 71.00	29,245	29,514	\$ 109.00	39,488	39,756	\$ 147.00
9,030	9,298	\$ 34.00	19,272	19,541	\$ 72.00	29,515	29,783	\$ 110.00	39,757	40,026	\$ 148.00
9,299	9,568	\$ 35.00	19,542	19,810	\$ 73.00	29,784	30,053	\$ 111.00	40,027	40,295	\$ 149.00
9,569	9,837	\$ 36.00	19,811	20,080	\$ 74.00	30,054	30,322	\$ 112.00	40,296	40,565	\$ 150.00
9,838	10,107	\$ 37.00	20,081	20,349	\$ 75.00	30,323	30,592	\$ 113.00	40,566	40,835	\$ 151.00