

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. **24-012**

1ST READING March 5, 2024
2ND READING & PUBLIC HEARING March 19, 2024
WITHDRAWN _____ LOST _____

DATE TO MAYOR March 20, 2024
DATE RESUBMITTED TO COUNCIL _____
DATE EFFECTIVE _____

APPROVED AS TO FORM AND LEGALITY

FACTUAL CONTENTS CERTIFIED TO BY

TOWNSHIP ATTORNEY

TITLE

ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, PART II, GENERAL LEGISLATION, CHAPTER 215, FEES, §215-6, DEPARTMENT OF HEALTH, RECREATION, SENIOR AND VETERANS SERVICES AND §215-13, TOWNSHIP PROPERTY LEASE AND RENTAL FEES; POLICIES

§ 215-1 Municipal Clerk.

- A. Unofficial searches for municipal liens or for municipal improvements authorized but not assessed: \$10 per search. (**§ 5-198**)

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§ 215-6 Department of Health, Recreation, Senior and Veterans Services.

- A. Division of Health.

- (1) Retail food establishments and food and beverage vending machines.
- (a) License fees:
- [1. Risk Type 1: \$175 per year.]
 - [2. Risk Type 2: \$200 per year.]
 - [3. Risk Type 3: \$300 per year.]
 - [4. Risk Type 4 additional: \$75 per year.]
 - [5. Temporary retail food establishment: \$75 per event.]
 - [6. Vending machine: \$30 per machine per year.]
 - [7. Mobile food units: \$125 per year.]

EXPLANATION

Matter UNDERLINED thus in this legislation is new matter.
Matter contained in **BRACKETS [thus]** is to be omitted from the law.

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	<u>License Fee</u>
<u>Risk Type 1</u>	<u>\$175 per year</u>
<u>Risk Type 2</u>	<u>\$200 per year</u>
<u>Risk Type 3</u>	<u>\$300 per year</u>
<u>Risk Type 4</u>	<u>\$75 per year</u>
<u>Temporary retail food establishment</u>	<u>\$75 per event</u>
<u>Vending machine</u>	<u>\$30 per machine per year</u>
<u>Mobile food unit</u>	<u>\$125 per year</u>

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- (d) Reinspections. The reinspection fees for retail food establishments that receive a conditional satisfactory or unsatisfactory rating within two years of first occurrence, as defined in N.J.A.C. 8:24-8.11, are: (§ 235-8)
- [1. First occurrence: \$0.]
 - [2. Second occurrence (within two years of first occurrence) fine: \$250.]
 - [3. Third occurrence (within two years of first occurrence) fine: \$350.]
 - [4. Fourth occurrence (within two years of first occurrence) fine: \$500 and closure of the establishment for a minimum of 72 hours. All violations shall be abated prior to reopening.]

	<u>Fee</u>
<u>First occurrence</u>	<u>\$0</u>
<u>Second occurrence</u>	<u>\$250</u>
<u>Third occurrence</u>	<u>\$350</u>
<u>Fourth occurrence*</u>	<u>\$500</u>
<u>* Closure of the establishment for a minimum of 72 hours. All violations shall be abated prior to reopening.</u>	

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- (5) Public recreational bathing facilities (swimming pools and spas).
- (a) Plan review fees for pools and spas:
1. For the first pool/spa: \$500.
 2. For each additional pool/spa: \$250.
 3. Renovation/alteration on pool/spa: \$150.
- (b) The fees for operating a public recreational bathing facility (i.e., swimming pool) are as follows: (§ 442-6)
1. Yearly pools: \$250.
 2. Yearly spas: \$100.
 3. Seasonal pools: \$150.
 4. Seasonal wading pools: \$150.
- (c) The re-inspection fees for public recreation bathing facilities that receives a conditional or unsatisfactory rating within the operating year, as defined in N.J.A.C 8:26 as may be amended, are:

	<u>Fee</u>
<u>First Occurrence</u>	<u>\$0</u>
<u>Second Occurrence</u>	<u>\$250</u>
<u>Third Occurrence</u>	<u>\$350</u>
<u>Fourth Occurrence*</u>	<u>\$500</u>

*Closure of the recreational bathing facility for a minimum of 72 hours.
All violations shall be abated prior to re-opening.

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(6) Plan review for individual sewage disposal system:

(a) Installation of new system: \$500.

(b) Alteration/repair of existing system: \$250.

(c) Minor repair of existing system: \$150.

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(10) Available services.

(a) Exposure control plan: Tailored to fit particular specifications, job descriptions, etc.

1. BBP Plan: \$300.
2. TB Plan: \$300.
3. Both plans: \$500.

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(d) Mantoux tuberculin testing (PPD).

1. Administered with a physician's standing orders by a public health nurse.
2. Interpreted in 48 to 72 hours by a public health nurse.
 - a. PPD administration: [~~\$25~~] \$30 per employee.

(e) Sexually transmitted disease (STD) clinic services.

1. Services are available on Tuesdays, 9:00 a.m. to 12:00 noon, at the Hamilton Township Division of Health.
2. Services are conducted by a public health nurse and STD/HIV counselor(s).
 - a. Contracted STD clinic visit: [~~\$50~~] \$100 per patient as per contract.

(f) Pneumonia/flu.

1. Non-Township residents, private sector and businesses: \$200.

(g) Blood lead investigations.

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- 1. Investigation and follow-up: \$60 per hour.
- (h) Child health conferences.
 - 1. Assessment, counseling, examination and immunizations: [\$75] \$100 per patient as per contract.
- (i) Health education services.
 - 1. Assessment, planning and implementation: \$200 per hour.

(11) Body art establishments.

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§ 215-13 Township property lease and rental fees; policies.

A. Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

[CIVIC ORGANIZATION OR GROUP] NON-PROFIT ORGANIZATION OR GROUP

Any organization or group not organized for profit [but] and operated [exclusively] for the promotion of the social welfare.

GOVERNMENT ENTITY

A unit, subdivision or entity of the State, county or municipality, including an agency, department, board, commission, bureau, division or military or public safety organization.

LEASE

The use of Township property, for a public purpose as specified under N.J.S.A. 40A:12-15, by any organization on a permanent daily basis.

[NONCIVIC ORGANIZATION OR GROUP] FOR-PROFIT ORGANIZATION OR GROUP

Any organization or group not organized for profit. [exclusively for the promotion of the social welfare.]

PERMANENT DAILY BASIS

The permanent presence of an organization on Township property by virtue of a lease agreement, including the use of Township property as office space and for the storage of an organization's files.

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B. Permanent daily leases.

(1) Lease agreement. Notwithstanding any other requirement to the contrary,

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organizations wishing to lease any property owned by the Township of Hamilton, including, but not limited to, buildings and grounds, on a permanent daily basis shall be required to enter into a lease agreement with the Township, subject to approval of Council.

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(5) Lease terms. Any lease entered into pursuant to this section shall be subject, but not limited to, the following rules and regulations:

(a) No organization or member thereof subject to a lease under this section shall enter or occupy the leased property earlier than 7:00 a.m. or later than 10:00 p.m. unless prior written approval is received from the Department of Health, Recreation, Senior and Veterans Services.

(b) No alcoholic beverages shall be permitted in or on the premises of the leased Township property, except for the distribution and consumption of alcoholic beverages pursuant to a lawfully issued Township permit and/or State of New Jersey, Division of Alcohol Beverage Control permit allowing alcoholic beverages as maybe deemed necessary.

(c) Leased property shall not be used for the personal use of any person or member of an organization, including, but not limited to, parties of any kind.

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C. Temporary or seasonal rental.

(1) Certain property owned by the Township of Hamilton shall be available for rent on a temporary or seasonal basis.

(2) Any [civic or noncivic] organization or group shall be permitted to rent certain designated Township property on either a temporary or a seasonal basis. [a temporary basis. Any recreational organization or group shall be permitted to rent certain designated Township property on a seasonal basis. [Such aforesaid organizations and groups need not have a Section 501(c)(3) designation under the Internal Revenue Code or designated as a nonprofit under New Jersey law.]

(3) The following policies shall apply when a rental agreement is entered into for certain designated Township property on a temporary or seasonal basis:

(a) An organization or group seeking to rent Township property under this section shall file an application, at least 14 days in advance, when practical, with the Department of Health, Recreation, Senior and Veterans Services, stating:

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- (b) Standards for issuance. Standards for approval of Township property rental by the Department of Health, Recreation, Senior and Veterans Services shall include the following findings:
 - (1) That the rental of the Township property will not unreasonably interfere with or detract from the general public enjoyment of the property.

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 - (6) Priority of applicants.
 - a. The affairs of the Township shall take precedence over all other users of the Township property.
 - b. Resident [civic] Non-profit and recreational applicants will be given priority over other users for the use of the Township property, based upon availability.
 - c. Resident [noncivic] For-profit applicants will be given priority over nonresident applicants for the use of the Township property, based upon availability.
 - d. Nonresident [civic] Non-profit and recreational applicants will be given priority over nonresident [noncivic] For-profit applicants for the use of the Township property, based upon availability.
 - e. Nonresident [noncivic] For-profit applicants will be given the lowest priority for the use of the Township property, based upon availability.
 - f. In the event of a conflict between requesting applicants, the request received earlier will be honored first.

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- (h) There shall be a security deposit paid to the Township at the time of booking in the amount of \$100 to assure that the property will be left in a clean, safe and sanitary condition and also to assure that the terms of the rental agreement are complied with. The Department of Health, Recreation, Senior and Veterans Services will examine the property following use by such renter and, upon determining that all of the rules, regulations and ordinances have been complied with, the deposit will be returned to the renter. If the rules have not been complied with, the deposit will be forfeited. If a

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renter is present in or on the property outside of the times approved in the rental agreement, the deposit will be forfeited.

.....

- (j) No alcoholic beverages shall be permitted in or on the premises of the Township property, except for the distribution and consumption of alcoholic beverages pursuant to a lawfully issued Township permit and/or State of New Jersey, Division of Alcohol Beverage Control permit allowing alcoholic beverages as maybe deemed necessary.

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- (4) Rental terms. Any rental agreement entered into pursuant to this section shall be subject to, but not limited to, the following rules and regulations:

- (a) No organization or group subject to a rental agreement under this section shall in any way enter or occupy property owned by the Township of Hamilton between the hours of 10:00 p.m. and 7:00 a.m., unless prior written approval is received from the Department of Health, Recreation, Senior and Veterans Services.

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- (e) There shall be no fee for a temporary rental of Township property pursuant to this section by [civic] Non-profit groups and organizations. However, temporary rental of a designated Township property on Saturday, Sunday or a Township designated holiday shall be subject to the payment of an amount based upon the actual usage and costs to the Township to operate same during the temporary rental.

- (f) [Noncivic] For-profit groups and organizations renting Township property on a temporary basis shall pay the following applicable fee:

- 1. [Noncivic] For-profit groups, Hamilton Township residents:

- [a. One to 50 people:]

- [i. Monday through Friday: \$50.]

- [ii. Saturday, Sunday and holidays: \$150.]

- [b. Fifty-one or more people:]

- [i. Monday through Friday: \$100.]

- [ii. Saturday, Sunday and holidays:

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\$250.]

	<u>50 people or less</u>	<u>51 or more people</u>
<u>Monday through Friday</u>	<u>\$50 per day</u>	<u>\$100 per day</u>
<u>Saturday, Sunday and Holidays</u>	<u>\$150 per day</u>	<u>\$250 per day</u>

2. [Noncivic] For-profit groups, non-Hamilton Township residents:

- [a. One to 50 people:]
 - [i. Monday through Friday: \$75.]
 - [ii. Saturday, Sunday and holidays: \$250.]
- [b. Fifty-one or more people:]
 - [i. Monday through Friday: \$150.]
 - [ii. Saturday, Sunday and holidays: \$350.]

	<u>50 people or less</u>	<u>51 or more people</u>
<u>Monday through Friday</u>	<u>\$75 per day</u>	<u>\$150 per day</u>
<u>Saturday, Sunday and Holidays</u>	<u>\$250 per day</u>	<u>\$350 per day</u>

3. Security guard:

- [a. Thirty-one dollars per hour.]
- [b. Sunday and holidays: \$41 per hour.]

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	<u>Hourly Rate</u>
<u>Monday through Saturday</u>	<u>\$31</u>
<u>Sunday and Holidays</u>	<u>\$41</u>

4. Police officer: As per § 5-66, Employment of off-duty police officers, of the Township Code.

5. Cleaning Fee

a. A cleaning fee of \$100 dollars shall be assessed for any indoor rental property unless otherwise specified.

b. The cleaning fee must be paid at time of booking.

c. If a rental is cancelled by a renter prior to 10 days before the scheduled rental date the cleaning fee shall be refunded. If a rental is cancelled by a renter within and including 10 days before the scheduled rental date the cleaning fee will be forfeited.

(g) Recreational groups and organizations renting Township property on a seasonal basis shall pay the following applicable fee:

[1. Recreational groups and organizations, Hamilton Township residents: \$150.]

[2. Recreational groups and organizations, non-Hamilton Township residents: \$250.]

	<u>Weekly Rate</u>
<u>Recreational groups and organizations (Resident)</u>	<u>\$150</u>
<u>Recreational groups and organizations (Nonresident)</u>	<u>\$250</u>

3. Security guard:

[a. Thirty-one dollars per hour.]

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[b. Sunday and holidays: \$41 per hour.]

	<u>Hourly rate</u>
<u>Monday through Saturday</u>	<u>\$31</u>
<u>Sunday and holidays</u>	<u>\$41</u>

4. Police officer: As per § 5-66, Employment of off-duty police officers, of the Township Code.
- (h) Organizations or groups renting Township property on a temporary or seasonal basis may, with prior written approval from the Department of Health, Recreation, Senior and Veterans Services, maintain a low-impact permanent presence on the property. For purposes of this section, "low impact" means permanent use or location of a closet, cabinet, refrigerator, etc., during the term of the rental.
- (i) Any abuse of the terms of the rental agreement shall be grounds to terminate the rental agreement.
- D. [Sayen House and Gardens, Grafton House and Nottingham Ballroom rentals.] Grafton House, Sayen House and Gardens, and Nottingham Ballroom rentals.
- (1) Notwithstanding any other provision of this section, the following policies shall apply when a rental agreement is entered into for [Sayen House and Gardens, Grafton House and Nottingham Ballroom.] Grafton House, Sayen House and Gardens, and Nottingham Ballroom.
- (a) A person or organization seeking to rent [Sayen House and Gardens, Grafton House and Nottingham Ballroom.] Grafton House, Sayen House and Gardens, and Nottingham Ballroom shall file an application, at least 14 days in advance, when practical, with the Department of Health, Recreation, Senior and Veterans Services, stating:
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- (g) The fee for a rental of [Sayen House and Gardens, Grafton House and Nottingham Ballroom] Grafton House, Sayen House and Gardens, and Nottingham Ballroom shall be set forth in this section.
- (h) There shall be a security deposit paid to the Township at the time of booking in the amount of \$100 for the rental of [Sayen House and Gardens and Grafton House] Grafton and Sayen House and Gardens to assure that the property will be left in a clean, safe and

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sanitary condition and also to assure that the terms of the rental agreement are complied with. The Department of Health, Recreation, Senior and Veterans Services will examine the property following use by such renter and, upon determining that all of the rules, regulations and ordinances have been complied with, the deposit will be returned to the renter. If the rules have not been complied with, the deposit will be forfeited. If a renter is present in or on the property outside of the times approved in the rental agreement, the deposit will be forfeited.

- (i) There shall be a security deposit paid to the Township at the time of booking in the amount of \$500 for the rental of Nottingham Ballroom to assure that the property will be left in a clean, safe and sanitary condition and also to assure that the terms of the rental agreement are complied with. The Department of Health, Recreation, Senior and Veterans Services or agent will examine the property following use by such renter and, upon determining that all of the rules, regulations and ordinances have been complied with, the deposit will be returned to the renter. If the rules have not been complied with, the deposit will be forfeited. If a renter is present in or on the property outside of the times approved in the rental agreement, the deposit will be forfeited.

.....

- (l) No alcoholic beverages shall be permitted in or on the premises of the facility, except for the distribution and consumption of alcoholic beverages pursuant to a lawfully issued Township permit and/or State of New Jersey, Division of Alcohol Beverage Control permit allowing alcoholic beverages as maybe deemed necessary.

.....

- (2) Notwithstanding any other provision of this section the following fees shall apply when a rental agreement is entered into for the [Sayen House and Gardens, Grafton House and Nottingham Ballroom.] Grafton House, Sayen House and Gardens, and Nottingham Ballroom.

- (a) Grafton House rental fees.

[1. Grafton House rental fees:]

[a. Hamilton Township residents:]

[i. Monday through Friday (day or evening):
\$250.]

[ii. Saturday and Sunday (day or evening):
\$300.]

[b. Non-Hamilton Township residents:]

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- [i. Monday through Friday (day or evening):
\$300.]
- [ii. Saturday and Sunday (day or evening):
\$400.]
- [c. Hamilton Township businesses:]
 - [i. Monday through Friday (day or evening):
\$300.]
 - [ii. Saturday and Sunday (day or evening):
\$350.]
- [d. Non-Hamilton Township businesses:]
 - [i. Monday through Friday (day or evening):
\$350.]
 - [ii. Saturday and Sunday (day or evening):
\$400.]

	<u>Resident</u>	<u>Nonresident</u>	<u>Non-Profit (Resident)</u>	<u>Non-Profit (Nonresident)</u>
<u>Monday – Thursday (4 hour rental)</u>	<u>\$300</u>	<u>\$350</u>	<u>\$150</u>	<u>\$175</u>
<u>Friday/Saturday/Sunday (4 hour rental)</u>	<u>\$350</u>	<u>\$450</u>	<u>\$175</u>	<u>\$225</u>

2. General provisions.

- a. Proof of residency shall be required to receive Hamilton Township resident rate.
- b. Grafton House rental fees are for a four~~-~~ (4) hour rental.
- c. Payment is required in full at the time of booking in order to reserve Grafton House for any event.
- d. The rental fee for Grafton House includes the use of tables and chairs.

(b) [Sayen House and Gardens.] Sayen House and Gardens rental

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fees:

1. [Sayen House rental fees] Sayen Gardens Wedding Ceremony and Photography Reservation Fee:
 - [a. Hamilton Township residents. Wedding: \$495.]
 - [b. Non-Hamilton Township residents. Wedding: \$800.]
 - [c. Hamilton Township residents and nonresidents. Shower: \$350.]
 - [d. Hamilton Township residents. Other event: \$400.]
 - [e. Non-Hamilton Township residents. Other event: \$450.]

	<u>Resident</u>	<u>Nonresident</u>
<u>Monday – Sunday</u> <u>(1 hour rental)</u>	<u>\$150</u>	<u>\$250</u>

2. [Sayen House and Gardens ceremony and photography fees:] Sayen Gardens Wedding Photography Only Reservation Fee:
 - [a. Hamilton Township residents. Wedding ceremony/photos: \$100.]
 - [b. Non-Hamilton Township residents. Wedding ceremony/photos: \$150.]
 - [c. Hamilton Township residents. Wedding photos only: \$75.]
 - [d. Non-Hamilton Township residents. Wedding photos only: \$100.]

	<u>Resident</u>	<u>Nonresident</u>
<u>Monday – Sunday</u> <u>(1 hour rental)</u>	<u>\$100</u>	<u>\$150</u>

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3. [General provisions.] Sayen House Rental Fees for Wedding:
- [a. Proof of residency shall be required to receive Hamilton Township resident rate.]
 - [b. Sayen House rental fees are for a four-hour rental.]
 - [c. Payment is required in full at the time of booking in order to reserve Sayen House for any event.]
 - [d. The rental fee for Sayen House includes the use of tables, chairs and white linens.]
 - [e. Sayen House and Gardens ceremony and photography fees are for one-hour use.]
 - [f. Wedding ceremonies can take place in either the white gazebo or the pond gazebo.]
 - [g. Temple Gardens is reserved for those renting Sayen House for an event. In the event Sayen House is not being rented, arrangements can be made to use that area.]

	<u>Resident</u>	<u>Nonresident</u>
<u>Monday – Thursday (5 hour rental)</u>	<u>\$650</u>	<u>\$1,000</u>
<u>Friday/Saturday/Sunday (5 hour rental)</u>	<u>\$750</u>	<u>\$1,250</u>

4. Sayen House Rental for all Other Events

	<u>Resident</u>	<u>Nonresident</u>	<u>Non-Profit (Resident)</u>	<u>Non-Profit (Nonresident)</u>
<u>Monday –Thursday (4 hour event)</u>	<u>\$400</u>	<u>\$450</u>	<u>\$425</u>	<u>\$500</u>
<u>Friday/Saturday/Sunday (4 hour event)</u>	<u>\$450</u>	<u>\$550</u>	<u>\$500</u>	<u>\$600</u>

EXPLANATION Matter UNDERLINED thus in this legislation is new matter.
Matter contained in BRACKETS [thus] is to be omitted from the law.

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. **24-012**

ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, PART II, GENERAL LEGISLATION, CHAPTER 215, FEES, §215-6, DEPARTMENT OF HEALTH, RECREATION, SENIOR AND VETERANS SERVICES AND §215-13, TOWNSHIP PROPERTY LEASE AND RENTAL FEES; POLICIES

5. General provisions.

- a. Proof of residency shall be required to receive Hamilton Township resident rate.
- b. Sayen House rental fees are for a five (5) hour rental period for wedding events and a four [-](4) hour rental period for all other events.
- c. Payment is required in full at the time of booking in order to reserve Sayen House for any event.
- d. The rental fee for Sayen House includes the use of tables[,] and chairs. [and white linens.]
- e. Sayen House and Gardens ceremony and/or photography fees are for one-hour use.
- f. Wedding ceremonies [can take place in] may occur at either the white gazebo, the pond gazebo or Temple Gardens, depending on availability.
- g. Temple Gardens is reserved for those renting Sayen House for an event. In the event Sayen House is not [being] rented, [arrangements can be made to use that area.] Temple Gardens may be reserved at the Sayen Gardens Wedding Ceremony and Photography fee rate as stated in §215-13D(2)(b)1 or Sayen Gardens Wedding Photography Only reservation fee as stated in §215-13D(2)(b)2.

(c) Nottingham Ballroom rental fees:

1. Nottingham Ballroom Wedding rental fees:

- [a. Saturday: \$1,600 for up to five hours of event time.]
- [b. Friday: \$1,400 for up to five hours of event time.]
- [c. Sunday through Thursday: \$800 for up to three hours of event time.]
- [d. Sunday through Thursday: \$1,200 for up to

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five hours of event time (maximum time allotment).]

- [e. Additional time for Friday and Saturday is \$200 per hour and must be arranged at the time of agreement. Any extra time day of the event is at the discretion of the Township, no exceptions.]

	<u>Resident*</u>	<u>Nonresident*</u>
<u>Monday –Thursday</u> (5 hour event)	\$1,600	\$2,000
<u>Friday/Saturday/Sunday</u> (5 hour event)	\$2,000	\$2,500
<u>*Extra hour fee: \$200</u>		

2. Nottingham Ballroom rental fees for All Other Events

	<u>Resident*</u>	<u>Nonresident*</u>	<u>Non-Profit</u> (Resident)**	<u>Non-Profit</u> (Nonresident)**	<u>Government</u> <u>Entity***</u>
<u>Monday –Thursday</u> (4 hour event)	\$1,400	\$1,600	\$1,000	\$1,200	\$700
<u>Friday/Saturday/Sunday</u> (4 hour event)	\$1,600	\$2,000	\$1,200	\$1,400	\$800
<u>*Extra hour fee: \$200</u>		<u>**Extra hour fee: \$150</u>		<u>***Extra hour fee: \$100</u>	

[2] 3. General provisions.

- a. [A deposit of 50% is required at the time of booking in order for to reserve the date and time.] Proof of residency shall be required to receive Hamilton Township resident rate.
- b. [The security deposit as stated in § 215-13D(1)(i) of this chapter is required at the time of booking in order to reserve the date and time.] A deposit of 50% of the rental fee is required at the time of booking in order for to reserve the date and time.

EXPLANATION Matter UNDERLINED thus in this legislation is new matter.
Matter contained in BRACKETS [thus] is to be omitted from the law.

**TOWNSHIP OF HAMILTON
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- c. [Final payment of balance due is required 30 days' prior to scheduled event date.] The security deposit as stated in § 215-13D(1)(i) of this chapter is required at the time of booking in order to reserve the date and time.]
- d. [All events must be completed by 12:00 midnight. Renter will have one hour after the completion of the event to return premises to original condition and vacate the premises. Renters in violation of this provision shall be charged \$100 per hour.] Final payment of balance due is required 30 days' prior to scheduled event date.
- e. Nottingham Ballroom rental fees are for a five (5) hour rental period for wedding events and a four (4) hour rental period for all other events.
- f. Renters are allowed to purchase one (1) additional hour for a fee as stated above in this section.
- g. The rental fee for Nottingham Ballroom includes the use of tables and chairs.
- h. All events must be completed by 11:00pm. Renter will have one hour after the completion of the event to return premises to original condition and vacate the premises. Renters in violation of this provision shall be charged \$100 per hour.

(d). Cleaning Fee

	<u>Fee</u>
<u>Grafton House</u>	<u>\$100</u>
<u>Sayen House</u>	<u>\$100</u>
<u>Nottingham Ballroom</u>	<u>\$150</u>

(1) Reservations for use of Sayen Gardens for Ceremonies

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and/or Photography do not require an additional cleaning fee.

- (2) The cleaning fee must be paid at time of booking.
- (3) If a rental for Sayen House or Grafton House is cancelled by a renter prior to 10 days before the scheduled rental date the cleaning fee shall be refunded. If a rental is cancelled by a renter within and including 10 days before the scheduled rental date the cleaning fee will be forfeited.
- (4) If a rental for Nottingham Ballroom is cancelled by a renter prior to 60 days before the scheduled rental date the cleaning fee shall be refunded. If a rental is cancelled by a renter within and including 60 days before the scheduled rental date the cleaning fee will be forfeited.

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Any Ordinance or Ordinances in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

PRESIDENT

MUNICIPAL CLERK

RECORD OF VOTE													
First Reading							Second Reading						
COUNCIL	AYE	NAY	NV	AB	ORD	SEC	COUNCIL	AYE	NAY	NV	AB	ORD	SEC
PASQUALE "PAT" PAPERIO, JR.				✓			PASQUALE "PAT" PAPERIO, JR.						
NANCY PHILLIPS	✓						NANCY PHILLIPS						
CHARLES F. WHALEN	✓					✓	CHARLES F. WHALEN						
RICHARD L. TIGHE, JR.	✓				✓		RICHARD L. TIGHE, JR.						
ANTHONY P. CARABELLI, JR.	✓						ANTHONY P. CARABELLI, JR.						

X - Indicates Vote A.B. - Absent N.V. - Not Voting RES. - Moved SEC. - Seconded

REJECTED _____

JEFFREY S. MARTIN, MAYOR

DATE

APPROVED _____

RECONSIDERED BY COUNCIL _____ OVERRIDE VOTE AYE _____ NAY _____