CITY OF CAPE MAY, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

ORDINANCE NO. 575 - 2025

AN ORDINANCE AMENDING CHAPTER 310 OF THE CODE OF THE CITY OF CAPE MAY, CONCERNING LICENSING AND PERMITS TO UPDATE FEES AND COSTS ASSOCIATED WITH SPECIAL EVENTS AND USE OF PUBLIC PROPERTY

WHEREAS, Section 310 of the City of Cape May Municipal Code provides for general licensing and permits for certain activities within the City of Cape May; and

WHEREAS, the City Council of the City of Cape May as determined that it is in the best interests of the public health, safety, and general welfare to update the fees and costs associated with Special Events Permits pursuant to Chapter 310, Article V and Use of Public Facilities Permits pursuant to Chapter 310, Article VI.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Cape May in the County of Cape May and State of New Jersey as follows:

SECTION 1. Section 310-51 of the Code of the City of Cape May is hereby amended as follows (with ~~strikethrough~~ portions indicating deleted language and **bold/underline** indicating new language):

§ 310-51 Fees.

A. The applicant shall pay a non-refundable application processing fee with each application **as shown on Schedule A (Chapter 310 Fees for Special Events and Permits for Use of Public Property). Schedule A may be amended by further Resolution of City Council.** ~~as follows:~~

~~(1) For any nonprofit organization pursuant to both state and federal law with proof of tax-exempt status: $25.~~

~~(2) For all other applicants: $50~~.

B. In addition to the fees imposed in Subsection A above, any application submitted less than 45 days prior to the scheduled event shall be subject to an additional non-refundable $50 "rush" review and administration fee payable at the time of application submittal.

C. In all cases, and including "rush" review applications, the City shall be entitled to such time as reasonably necessary to review and issue a determination considering the timing, scope, and information provided for the application.

D. In the event that the proposed activity or event requires expenditure of additional City resources, including but not limited to Police Department, Fire Department,

Department of Public Works, Recreation Department and/or Emergency Medical Services salaries, wages, or other expense, the applicant shall be responsible for all additional costs incurred **and as shown on Schedule A (and as may be amended by Resolution of City Council)**. For example, special events may require extra-duty police officers pursuant to § 81-12 of the City Code to monitor and provide traffic direction, or other City personnel, and in such cases the costs of the same will be estimated by the City and provided in advance. A deposit of 100% of the estimated costs shall be paid not less than five days before the event.

SECTION 2. Section 310-59 of the Code of the City of Cape May is hereby amended as follows (with ~~strikethrough~~ portions indicating deleted language and **bold/underline** indicating new language):

§ 310-59 Fees.

A. The applicant shall pay a NON-REFUNDABLE application processing fee with each application **as shown on Schedule A (Chapter 310 Fees for Special Events and Permits for Use of Public Property). Schedule A may be amended by further Resolution of City Council** ~~as follows~~:

~~(1) Twenty-five dollars for any nonprofit organization pursuant to both state and federal law with proof of tax-exempt status;~~

~~(2) One hundred dollars for all other applicants.~~

B. In the event that the proposed activity or event requires expenditure of additional City resources, including but not limited to Police Department, Fire Department, Department of Public Works, Recreation Department and/or Emergency Medical Services salaries, wages, or other expense, the applicant shall be responsible for all additional costs incurred and as shown on Schedule A and as amended by Resolution. For example, special events may require extra-duty police officers pursuant to § 81-12 of the City Code to monitor and provide traffic direction, or other City personnel, and in such cases the costs of the same will be estimated by the City and provided in advance. A deposit of 100% of the estimated costs shall be paid not less than five days before the event.

SECTION 3. The "Schedule A" referenced above is set forth below and may be amended by further Resolution of City Council. Any amendment to "Schedule A" shall be made available on the City's official website in a location easily accessible by the public:

CAPE MAY CITY

CHAPTER 310 FEES - SCHEDULE A

ARTICLE V SPECIAL EVENTS and ARTICLE VI PERMITS FOR USE OF PUBLIC PROPERTY

ARTICLE V - 310-51A FEES

	Private Entity	Nonprofit with legal Cape May Residence
Application Fee	$50.00	$25.00

ARTICLE VI - 310-59A FEES

RECREATION		
Camp Cape May (Full Summer)	$1,200.00	
Camp Cape May (Weekly)	$250.00	
Wee Play (1 Day)	$50.00	
Wee Play (2 Days)	$90.00	
Wee Play (3 Days)	$120.00	
Fitness Classes	$10.00	$60.00 Fitness Pass (10)
Pool - Adult Swim	$2.00	
Pool - Family, Lap or Open	$5.00	$40 Pool Pass
Roller Skating - Admission and Skate Rental	$5.00	Per Person, Per Skate Rental
Roller Skating - Blade Rental	$7.00	Per Person, Per Blade Rental
Pickleball	$5.00	Per Person, Per Session
Peloton Bike	$10.00	per hour

	Private Entity	Nonprofit with legal Cape May Residence

CONVENTION HALL RENTAL			
Convention Hall (Wedding)	$11,000.00		Per Day (Up to 24 Hours)
Convention Hall Beach (Ceremony Only)	$1,000.00		Up to 90 Minutes
Convention Hall (Non-Wedding)	$3,000.00	$1,500.00	Per Day (Up to 24 Hours)
Hall A	$1,000.00	$500.00	Per Day (Up to 24 Hours)
Hall B	$2,000.00	$1,000.00	Per Day (Up to 24 Hours)
Community Room	$500.00	Complimentary	Per Day (Up to 24 Hours)

Catering Kitchen	Included	Included	*Catering Kitchen must be kept in same order as arrival and Outside Caterer will be permitted to sign waiver.
Deck Rental/incl. Atrium Area	$2,000.00	$1,000.00	Per Day (Up to 24 Hours)

CAPE MAY CITY

CHAPTER 310 FEES - SCHEDULE A

ARTICLE V SPECIAL EVENTS and ARTICLE VI PERMITS FOR USE OF PUBLIC PROPERTY

COMMUNITY CENTER RENTAL			
Community Center	$150.00	$75.00	Per Hour, Existing Set Up & Programs

USE OF PUBLIC PROPERTY *	**Residents / Non-Profit**	**Non-Residents**	
Kiwanis Park	$100.00	$200.00	Up to 4 Hours; $50 Per Additional Hour
Rotary Park	$500.00	$750.00	Up to 4 Hours; $50 Per Additional Hour
Lafayette St. Park			
Lafayette St. Park (Per Day)			
Harborview Park	$100.00	$150.00	Up to 4 Hours; $50 Per Additional Hour
Soldiers and Sailors Park	$100.00	$200.00	Up to 4 Hours; $50 Per Additional Hour
Sunset Pavilion/Cove Beach	$250.00	$500.00	Up to 4 Hours; $50 Per Additional Hour
Beach Sporting Event	$200.00	$400.00	Per Day
Beach Concert (Under 100 Guests)	$500.00	$750.00	Per Day
Beach Concert (101 - 500 Guests)	$750.00	$1,000.00	Per Day
Beach Concert (500+ Guests)	$1,000.00	$1,500.00	Per Day
Race/Run/Walk/Bike	$100.00	$200.00	Per Day

*Plus Personnel and Maintenance Fees (Public Safety, Trash, Lawn Maintenance, Overtime Rates, etc. if applicable) to be determined by City Manager or Department Heads

FILMING *	Major Film	Basic/Educational/ Student Filming
Application Fee	$100.00	$25.00
Daily Film rate on City Property/ Streets	$150.00	$0.00

*Plus Personnel and Maintenance Fees (Public Safety, Trash, Lawn Maintenance, Overtime Rates, etc. if applicable) to be determined by City Manager or Department Heads

CAPE MAY CITY

CHAPTER 310 FEES - SCHEDULE A

ARTICLE V SPECIAL EVENTS and ARTICLE VI PERMITS FOR USE OF PUBLIC PROPERTY

EXPENDITURE OF ADDITIONAL CITY RESOURCES

ARTICLE V - 310-51D

ARTICLE VI - 310-59B

PERSONNEL		
Police Presence (Per Off-Duty Officer)	$100.00	Per Officer, Per Hour
EMT/Ambulance	$150.00	Per Ambulance, Per Hour; $50 for each additional EMT
Fire Engine	$150.00	Per Fire Engine, Per Hour
Firefighter	$100.00	Per Firefighter, Per Hour
Public Works Supervisor	$100.00	Per Supervisor, Per Hour (4 Hour Minimum)
Lifeguard	$100.00	Per Lifeguard, Per Hour
Convention Hall Supervisor	$100.00	Per Hour, Per Supervisor (4 Hour Minimum)
Sound & Lighting Technician	$100.00	Per Hour, Per Technician (4 Hour Minimum)

*Fees include Personnel during the hours of Monday - Friday 7 AM - 4 PM; Rates will be adjusted 1.5 times if requested outside of these hours.

Equipment/ Supplies		
Trash Can	$2.00	Each
Recycling Bin	$2.00	Each
Cones	$1.00	Each
Crowd Control Fencing	$5.00	Per Section
City Street Closure	$150.00	Per Day
Banner (Set Up or Tear Down)	$100.00	Per Two Staff, Per Hour
Barricade (Set Up or Remove)	$50.00	Per Staff, Per Hour
Electric	$25.00	Per Day, Per Connection
Lights (Fields and Parks)	$50.00	Up to 4 Hours
Box Office	$100.00	Per Day

IT (Wes - Barber Consulting)		
Technician	$90.00	Per Hour

SECTION 4. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency.

SECTION 5. Should any section, paragraph, sentence, clause or phase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared to be severable.

SECTION 6. This Ordinance shall become effective 20 days after final passage and publication, according to law.

ATTEST:

Erin C. Burke, City Clerk

CITY OF CAPE MAY, a municipal corporation of the State of New Jersey

BY: Zachary M. Mullock, Mayor

NOTICE

Ordinance 575-2025 was introduced at a regular meeting of the City Council of the City of Cape May, held on August 5, 2025 and was further considered for final passage during a meeting of the City Council, to be held at the Cape May City Hall Auditorium, 643 Washington Street, Cape May, New Jersey, on September 3, 2025 at 5:00 P.M. at which time a Public Hearing was held.

Erin C. Burke, City Clerk