

ORDINANCE 1959

AN ORDINANCE AMENDING SCHEDULE A,
AN ADDENDUM TO THE MUNSTER CODE OF ORDINANCES
PERTAINING TO FINES, FEES, AND PENALTIES

WHEREAS, the Town Council of the Town of Munster is the municipal legislative body of the unit; and

WHEREAS, The Town of Munster, its Staff, and consultants have reviewed and recommended various changes to the Munster, Indiana Code regarding Schedule A, an addendum to the Munster Code of Ordinances; and

WHEREAS, based on those recommendations, the Munster Town Council has concluded that an amendment to Schedule A is appropriate; and

WHEREAS, The Munster Town Council deems it to be in the best interest of the general health, safety, and welfare of the citizens of the Town of Munster to amend Schedule A, an addendum to the Munster Code of Ordinances;

Now, therefore, be it **ORDAINED** by the Town Council of the Town of Munster, Lake County, Indiana as follows:

1. Schedule A, an addendum to the Munster Code of Ordinances, is hereby repealed and deleted in its entirety and replaced with the following:

**Schedule A to the Town of Munster, Indiana
Code of Ordinances**

Ordinance No. _____
Date of Passage: _____
Date of Publication (1x): _____
Effective Date: _____

I. BUILDING FEES (ALL DISCIPLINES)

A. PERMITS, INSPECTIONS, REGISTRATIONS

A.1 Engineering Inspection Fees

Erosion and Sediment Controls Inspection	\$460.00
Storm and Sanitary Infrastructure Inspection	\$460.00
C of O Walk Through Inspection with Report	\$460.00
Pavement Inspection	\$345.00

Final Grades Inspection		
1 acre or less		\$575.00
Greater than 1 acre		\$575.00 plus \$300/acre
	(Ord 1807, 10/19/20)	
A.2	<u>General Contractor's Registration</u>	\$100.00
A.3	<u>Specialty Contractor Registration</u>	\$100.00
A.4	<u>Renewal</u> – 5-year limitation before renewal right expires)	
	General Contractor	\$50.00
	Specialty Contractor	\$50.00
A.5	<u>Background Check</u> – For all Contractor Registration	\$25.00
	In addition to regular registration fees	
A.6	<u>Building Fees</u>	
	All remodels, alterations and miscellaneous construction	
	Including but not limited to commercial, institutional,	
	industrial, dwellings, accessory structures, pools, fences,	
	water heaters, roofs, windows, waterproofing; the first	
	\$1,000 of construction cost shall be:	\$34.00
	Each additional \$1,000 of construction cost or fraction	
	thereof shall be:	\$11.50
	New construction valuations shall be based on same equation,	
	including the square foot costs based on the current RS Means Data.	
A.7	<u>Building Inspection Fees</u> (All projects and disciplines)	
	Inspections	\$35.00
	Re-inspection (No access or incomplete)	\$60.00
	Code Violation Re-Inspection	\$70.00
	Reoccurring Code Violation Inspections	\$125.00
	Weekend/After Business Hours Inspections	\$50.00
	Missed Inspection	\$100.00
A.8	<u>Plan Review</u> – Minimum Charges	
	Total Plan Review charges shall be relevant	Residential \$175.00
	fee PLUS any direct costs to the Town for	Commercial \$300.00
	consultant review	
A.9	<u>Swimming Pools</u> - \$0.00 - \$2,000.00 valuation	\$60.00
	for each additional \$1,000 of valuation or portion thereof	\$10.00
	<i>Fence, Plumbing, and Electrical Permit</i>	
	<i>Inspection Fees are Additional</i>	

A.10 <u>Moving Permits</u> (fee PLUS all direct costs to the Town)	\$155.00
A.11 <u>Wrecking Permits</u> – up to and including 10,000 sq. ft.	\$50.00
Per 1,000 sq. ft. in excess of 10,000	\$5.00
A.12 <u>Refund of Fees</u>	50% of cost
A.13 <u>Renewal of Permits</u> (for work stopped > than 6 months)	50% of cost
A.14 <u>No Permit Penalty</u>	50% of permit cost
A.15 <u>Temporary Certificate of Occupancy</u>	\$30.00
A.16 <u>Occupancy Permit</u>	\$60.00
A.17 <u>Driveway Permit – New Construction</u>	
Residential	\$60.00
Commercial, first drive	\$90.00
Commercial, each additional drive	\$60.00
A.18 <u>Street and Rights of Way</u>	
Deposit required for the repairs for each opening of any street, alley, sidewalk, parkway, or any other public place. Amount to be established by the Town Engineer.	TBD
For each opening of street, alley, or any other public place (together plus deposit with a bond deposit). Town shall Provide repair work and subtract costs from deposits.	\$150.00
A.19 <u>Signs</u>	
Valuation from \$0.00 - \$500.00	\$35.00
Valuation in excess of \$500.00 or portion thereof	\$17.00
<i>Electrical Inspection Fees are Additional</i>	
A.20 <u>Temporary Sign Permit</u>	
Fee for all business entities	\$50.00
Fee waived for all non-profits	
A.21 <u>Tree Replacement</u>	
As per the Tree and Landscape Ordinance, a property owner who cannot replace his/her tree shall pay to the Town a fee to be put in the CCI fund.	\$350.00
A.22 <u>Collection Bin Permit</u>	
New Permit	\$250.00
Annual Renewal	\$50.00

B. PLAN COMMISSION & BOARD OF ZONING APPEALS

B.1 Commercial Subdivision – preliminary plat	
1 to 5 lots	\$2,530.00
6 or more lots	\$2,875.00
	plus \$150/acre
B.2 Commercial Subdivision – Final Plat	\$775.00
B.3 Residential Subdivision – preliminary plat	
Minor Subdivision	\$865.00
Major Subdivision 1-5 lots	\$1,265.00
Major Subdivision > 5 lots	\$2,185.00
	plus \$100/acre
B.4 Residential Subdivision – Final Plat	\$775.00
B.5 Development Plan Review	
Remodel/Reconfiguration of Existing Building/Site	\$1,180.00
New Development on Single Development Site	\$2,330.00
New Development – Complex Development – Including multiple buildings, construction, or modification of public road or public utilities, traffic study, sanitary lift station	\$3,480.00
B.6 Change of Zoning	\$805.00
B.7 Development Standards Variance	\$450.00
B.8 Use Variance	\$805.00
B.9 Conditional Use Permit	\$805.00
B.10 Appeal of Administrative Decision	\$605.00
B.11 Notice of Public Hearing Sign Deposit	\$25.00
This deposit is refundable upon submittal of the original receipt and the sign frame within thirty (30) days after the public hearing. (Ord 1807, Sec. A, 10/19/20)	

C. PLUMBING

C.1 BASE FEE

New Construction	\$125.00
Remodel or Addition	\$75.00
C.2 Meter Installation Fee	\$100.00
5/8" – 3/4" and 1" meters	
Larger meters are installed by private plumbers	
C.3 For each plumbing fixture and each discharge device, including water circulating air conditioning and refrigeration units, add:	\$9.25
C.4 For each water heater, storage tank, inside downspout, and/or water services add:	\$9.25
C.5 Automatic lawn sprinkling system inspection	\$35.00
PLUS, a charge for each sprinkler head	\$0.60
C.6 For each backflow prevention device replaced or installed (No fee is assessed)	\$0.00
C.7 Automatic fire sprinkling system inspection	\$85.00
PLUS, a fee per head,	
For each head 0-100	\$0.85
For each head in excess of 100	\$0.70
C.8 For each building sewer service	\$65.00
C.9 For each sanitary sewer tap	\$900.00

D. ELECTRICAL

D.1 BASE FEE

New Construction	\$125.00
Remodel/Addition/Alteration	\$75.00
Service Upgrade <= 200 Amps	\$75.00
Service Upgrade > 200 Amps	\$125.00

D.2 PLUS

single phase, per AMP	\$1.00
three phase current, per AMP	\$1.00
four wire service, per AMP	\$1.10
single phase current, per AMP (sub-panel)	\$0.80
three phase current, per AMP (sub-panel)	\$0.80
four wire service, per AMP (sub-panel)	\$1.00

D.3 Signs

\$60.00

D.4 Early Service \$35.00

E. MECHANICAL (Applies to All Types of Construction)

E.1 BASE FEE

New Construction \$125.00
Remodel/Addition/Alteration \$75.00

E.2 Installation or relocation of each forced-air or gravity furnace \$50.00

E.3 Installation or relocation of each boiler or compressor \$100.00

E.4 Installation or relocation of each air-handling unit \$40.00

E.5 Installation or relocation of each non-portable evaporative cooler \$25.00

E.6 Installation of ventilation system not a part of any other system \$25.00

E.7 Installation of each hood; Type-I and Type-II systems \$75.00

F. RENTAL INSPECTION FEES

F.1 Affidavit Filing Fee \$25.00/year

F.2 Base Fee – less than (3) units \$200.00 each
(Section 10-633, Ordinance 1403)

F.3 Minimum of three (3) units, but not more than (8) units \$150.00/unit

F.4 More than eight (8) units and up to twenty (20) units \$130.00/unit

F.5 More than 20 (twenty) units \$125.00/unit.

F.6 In order to be eligible for the discount:

- a. The applicant must register all eligible units for inspection at the same time.
- b. The \$200 fee must be paid in full at registration. Rebates for discounts will be given after inspections are completed.
- c. Inspections of less than eight (8) units will be arranged to be completed in one mobilization. The Chief Building Inspector may authorize more than one mobilization if he deems it necessary because of logistical issues.

- d. In cases where there are more than eight (8) units, owned or operated by one individual or management company the inspections may be divided up into multiple visits and the landlord will still be eligible for a discount. The Chief Building Inspector shall determine the number of units that can be inspected on each visit, to remain eligible for the discount.
- e. Any unit failing the inspection will not be eligible for the discount. All units passing will remain eligible for the discount based on the number of units that pass.

II. UTILITIES

A. WATER rates and charges will be amended as follows:

A.1For the use of and the service rendered by the waterworks system of the Town of Munster, Indiana, the following rates and charges will be applied, based on the amount of water supplied during each monthly period. All accounts will be billed monthly. All rates will go into effect as follows.

Rate Year	Usage starting on or about	Bill due date
FY 2022	5/15/2022	7/20/2022
FY 2023	1/15/2023	3/20/2023
FY 2024	1/15/2024	3/20/2024
FY 2025	1/15/2025	3/20/2025

RESIDENTIAL

Monthly Metered Consumption	Current	FY 2022	FY 2023	FY 2024	FY 2025
0-5,000	\$ 3.70	\$ 4.73	\$ 5.70	\$ 6.61	\$ 7.51
5,001-15,000	3.50	4.47	5.39	6.25	7.10
15,001-35,000	3.28	4.19	5.05	5.86	6.66
35,001-75,000	3.08	3.93	4.74	5.50	6.25
75,001-150,000	2.91	3.71	4.47	5.19	5.90
150,000+	2.71	3.46	4.17	4.84	5.50

BUSINESS

Monthly Metered Consumption	Current	FY 2022	FY 2023	FY 2024	FY 2025
0-5,000	\$ 3.70	\$ 5.32	\$ 6.46	\$ 7.49	\$ 8.56
5,001-15,000	3.50	5.03	6.11	7.08	8.09
15,001-35,000	3.28	4.71	5.72	6.63	7.58
35,001-75,000	3.08	4.42	5.37	6.22	7.11
75,001-150,000	2.91	4.18	5.08	5.88	6.72
150,000+	2.71	3.89	4.73	5.47	6.25

SPRINKLER

Monthly Metered Consumption	Current	FY 2022	FY 2023	FY 2024	FY 2025
0-5,000	\$ 3.70	\$ 4.73	\$ 5.70	\$ 6.61	\$ 7.51
5,001-15,000	3.50	4.47	5.39	6.25	7.10
15,001-35,000	3.28	4.19	5.05	5.86	6.66
35,001-75,000	3.08	3.93	4.74	5.50	6.25
75,001-150,000	2.91	3.71	4.47	5.19	5.90
150,000+	2.71	3.46	4.17	4.84	5.50

A.2 MINIMUM CHARGE – Each user shall pay a minimum fee in accordance with the size of the meter installed for which the user will be entitled to the quantity of water set out as follows:

Residential - Minimum Charge						
Meter Size	Consumption Volume	Current	FY2022	FY2023	FY2024	FY2025
5/8"	2,967	\$ 10.98	\$ 14.05	\$ 16.93	\$ 19.62	\$ 22.29
1"	7,983	28.94	37.03	44.62	51.71	58.75
1.5"	16,456	58.28	74.57	89.85	104.13	118.31
2"	30,048	102.86	131.61	158.58	183.78	208.81
3"	68,844	223.34	285.76	344.32	399.04	453.39
4"	138,566	427.28	546.70	658.73	763.42	867.40
6"	323,380	932.14	1,192.66	1,437.06	1,665.45	1,892.29
8"	557,060	1,567.75	2,005.91	2,416.96	2,801.08	3,182.60

Business - Minimum Charge						
Meter Size	Consumption Volume	Current	FY2022	FY2023	FY2024	FY2025
5/8"	2,967	\$ 10.98	\$ 15.80	\$ 19.18	\$ 22.23	\$ 25.39
1"	7,983	28.94	41.64	50.55	58.59	66.92
1.5"	16,456	58.28	83.86	101.80	117.99	134.77
2"	30,048	102.86	148.01	179.67	208.24	237.85
3"	68,844	223.34	321.37	390.11	452.14	516.43
4"	138,566	427.28	614.82	746.33	865.00	987.99
6"	323,380	932.14	1,341.27	1,628.17	1,887.06	2,155.37
8"	557,060	1,567.75	2,255.86	2,738.39	3,173.81	3,625.08

Sprinkler - Minimum Charge						
Meter Size	Consumption Volume	Current	FY 2022	FY2023	FY2024	FY2025
5/8"	2,967	\$ 10.98	\$ 14.05	\$ 16.93	\$ 19.62	\$ 22.29
1"	7,983	28.94	37.03	44.62	51.71	58.75
1.5"	16,456	58.28	74.57	89.85	104.13	118.31
2"	30,048	102.86	131.61	158.58	183.78	208.81
3"	68,844	223.34	285.76	344.32	399.04	453.39
4"	138,566	427.28	546.70	658.73	763.42	867.40
6"	323,380	932.14	1,192.66	1,437.06	1,665.45	1,892.29
8"	557,060	1,567.75	2,005.91	2,416.96	2,801.08	3,182.60

A.3 Water Meter & Interface Transmitter

5/8" – 3/4" meter and interface	Cost*
1" meter and interface	Cost*
1 1/2" meter and interface	Cost*
2" meter and interface	Cost*
3" compound meter and (2) interface	Cost*
4" compound meter and (2) interface	Cost*
6" compound meter and (2) interface	Cost*
8" compound meter and (2) interface	Cost*

*Cost will include all direct cost from manufacturer including shipping

Turbine meters may only be installed in pre-approved applications.

A.4 State Sales Tax Applied to Water Meter and Interface current sales tax

A.5 Connection Charge

<u>Tap Size</u>	<u>CURRENT</u>	<u>AMENDED</u>
5/8" – 3/4" tap	\$ 480.00	\$ 510.00
1" tap	\$ 534.00	\$ 570.00
1 1/2" tap	\$ 640.00	\$ 680.00
2" tap	\$ 720.00	\$ 760.00

3" tap	\$ 800.00	\$ 840.00
4" tap	\$ 800.00	\$ 840.00
6" tap	\$ 1,067.00	\$ 1,130.00
8" tap	\$ 1,601.00	\$ 1,690.00

A.6 Reconnection Charge

Voluntary turn on: regular hours	\$28.00/occurrence
Voluntary turn off: regular hours	\$28.00/occurrence
Voluntary turn on: after hours	\$100.00/occurrence
Voluntary turn off: after hours	\$100.00/occurrence
Turn on due to nonpayment: regular hours	\$45.00/occurrence
Turn off due to nonpayment: regular hours	\$45.00/occurrence
Turn on due to nonpayment: after hours	\$155.00/occurrence
Turn off due to nonpayment: after hours	\$155.00/occurrence

A.7 Bad Check Charge – (IN Code 35-43-5-5)

\$27.50

A.8 Water Deposits

<u>Customer Water Deposit</u>					
Meter Size	Current	2022	2023	2024	2025
5/8"	\$ 100.00	\$ 150.00	\$ 155.00	\$ 165.00	\$ 170.00
1"	\$ 150.00	\$ 215.00	\$ 235.00	\$ 255.00	\$ 270.00
1.5"	\$ 215.00	\$ 430.00	\$ 500.00	\$ 560.00	\$ 625.00
2"	\$ 320.00	\$ 620.00	\$ 745.00	\$ 855.00	\$ 970.00
3"	\$ 590.00	\$ 1,130.00	\$ 1,400.00	\$ 1,630.00	\$ 1,875.00
4"	\$ 1,070.00	\$ 2,000.00	\$ 2,500.00	\$ 3,000.00	\$ 3,400.00
6"	\$ 2,350.00	\$ 4,125.00	\$ 5,250.00	\$ 6,250.00	\$ 7,200.00
8"	\$ 3,850.00	\$ 6,550.00	\$ 8,400.00	\$ 10,100.00	\$ 12,000.00

<u>Customer Sprinkler Deposit</u>					
Meter Size	Current	2022	2023	2024	2025
5/8"	\$ 25.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00
1"	\$ 55.00	\$ 80.00	\$ 100.00	\$ 115.00	\$ 130.00
1.5"	\$ 110.00	\$ 240.00	\$ 310.00	\$ 370.00	\$ 430.00
2"	\$ 175.00	\$ 420.00	\$ 540.00	\$ 655.00	\$ 760.00
3"	\$ 385.00	\$ 915.00	\$ 1,200.00	\$ 1,425.00	\$ 1,645.00
4"	\$ 750.00	\$ 1,750.00	\$ 2,250.00	\$ 2,710.00	\$ 3,150.00

6"	\$ 1,610.00	\$ 3,800.00	\$ 4,900.00	\$ 5,900.00	\$ 6,900.00
8"	\$ 2,670.00	\$ 6,400.00	\$ 8,300.00	\$ 10,000.00	\$ 11,600.00

Utility Deposits shall be refunded after 12 months of consecutive on-time payments. Deposits shall be approximately equal to two months of the current minimum charges for water consumption and hydrant maintenance based upon the meter size, H.S.D. administrative and user charges, Munster sewer maintenance (stormwater) and solid waste fees. A deposit for solid waste shall only be required for accounts that are provided solid waste collection by the Town or its vendor.

A.9 Hydrant Meter Deposit

Any size meter At cost

Hydrant meter deposits are refunded after the customer/contractor has returned the meter and paid any charges. If the meter is used on behalf of the Town, the contractor is not charged for consumption

A.10 Meter Testing, at Owner's Request

5/8" – 3/4" & 1" meters	\$40.00
Over 1" meters	Actual Cost

A.11 Maintenance of Service Pipes and Meters

A two-day grace period shall be granted to the customer when a leak in their service line has been detected. A charge of 40.00 per day will be made if wasting of water continues.

<u>CURRENT</u>	<u>AMENDED</u>
\$ 37.35	\$ 40.00

A.12 Construction Water (plus sales tax)

4 months or less, Residential	\$150.00
Each additional month, up to 12 months	\$37.00
Temporary water service (plus water)	\$30.00
All non-residential permits	\$0.06509/sq.ft.

(Rates based on 1" minimum charges)

A.12 .a Delinquent Charge

All utility payments are due by the 20th day of the month. A flat delinquent charge shall be applied to all unpaid Balances based on meter size as follows:

5/8"	\$10.00
1"	\$20.00
Greater than 1"	\$30.00

All meters larger than 2"

5%

A.12.b Charges shall be added each month until the balance is paid in full

A.12.c Delinquent charges may be waived on a one-time basis when the customer agrees to sign up for automatic payment of utility bills. Delinquent charges may be waived on a one-time basis when the customer has zero delinquent charges for the preceding, consecutive twelve months.

A.13 Annual Backflow Prevention Device Inspection

Failure to provide proof of an annual inspection or failure to meet the standards prescribed within Sec. 58-80 \$250.00

A.14 Manual Meter Reading

After June 15, 2009, charge per month to customers who do not have a radio read water meter \$60.84

The Clerk-Treasurer or the Town Manager are authorized to waive this fee one time, if the customer has made arrangements to have a new radio read meter installed.

A.15 Penalty for Failure to Have Radio Read Meter Installed

After March 31, 2010, \$100.00/month
After June 1, 2010, \$250.00/month

This penalty shall be in addition to the monthly fee in effect for manual reading.

A.16 Fire Protection Charges

Municipal Hydrant Maintenance

<u>Meter Size</u>		<u>CURRENT</u>	<u>AMENDED</u>
5/8" – 3/4"	meter	\$ 1.49	\$ 1.60
1"	meter	\$ 3.72	\$ 4.00
1 1/2"	meter	\$ 7.43	\$ 7.90
2"	meter	\$ 11.89	\$ 12.50
3"	meter	\$ 22.31	\$ 23.50
4"	meter	\$ 37.20	\$ 39.10
6"	meter	\$ 74.35	\$ 78.10

<u>Private Hydrant Connection (per month)</u>	<u>CURRENT</u>	<u>AMENDED</u>
	\$ 21.80	\$ 22.90

Private Fire Sprinkler Connections (per month)

<u>Connection Size</u>	<u>CURRENT</u>	<u>AMENDED</u>
2" connection	\$ 5.45	\$ 5.80
3" connection	\$ 10.89	\$ 11.50
4" connection	\$ 21.80	\$ 22.90
6" connection	\$ 43.59	\$ 45.80
8" connection	\$ 79.92	\$ 84.00
10" connection	\$ 123.49	\$ 129.70
12" connection	\$ 181.59	\$ 190.70

A.17 Billing of Accounts with Compound Meters

The monthly water billing for accounts in Munster with compound meters shall be calculated by combining the consumption measured through the low flow and high flow gauges and applying the total consumption based on the minimum usage established for the larger meter. Effective with the bills due January 21, 2019. (Ord 1752, 11/5/18)

A.18 Estimating Accounts Meter readings are collected remotely on or about the 15th of each month. If a meter reading is not captured on a given month, a second attempt is made. If no meter reading is captured on the second month, usage will be estimated, and penalties assessed as follows:

- a. First month with no meter reading captured: The usage for that billing period will be estimated by taking the average of the past 12 (twelve) months of usage.
- b. Second month with no meter reading captured: The usage for that billing period will be estimated by taking the average of the past 12 (twelve) months of usage and the property will be tagged requesting the customer contact Water Billing to arrange for a maintenance call to examine and possibly change the meter.
- c. Third month with no meter reading captured and no response to the tag issued in the second month as described in 2.A.18.b above: The usage for that billing period will be estimated at double the 12 (twelve) month average and the property tagged a second time.
- d. Fourth and each subsequent month with no meter reading captured and no response to the tag issued in the third month as described in 2.A.18.c above: The usage for that billing period will be estimated at double the 12 (twelve) month average and a non-refundable fine of \$50.00 will be assessed.

A.19 FINES IMPOSED FOR WATER UTILITY VIOLATIONS

Penalty amounts listed below are set by Schedule A, unless identified otherwise

<u>Water Utility Violations</u>	<u>Fine Amount</u>	<u>Ordinance Violations Bureau Eligible?</u>
Unauthorized use of water - hydrant, meter, Buffalo Box (§ 58-39)	\$ 250.00	Yes*
Illegal tampering with water meter equipment (§ 58-104)	\$ 250.00	Yes*

B. SEWER/STORM rates and charges will be amended as follows:

	Current	FY 2022	FY 2023	FY 2024	FY 2025
(a) Storm Rate I-Single and Two Family Residences	\$ 14.76	\$ 21.00	\$ 22.00	\$ 23.00	\$ 23.29
(b) Storm Rate II-Multi-Family and Commercial	\$0.01800 x ASTRO; minimum \$7.38	\$0.02560 x ASTRO; minimum \$10.50	\$0.02680 x ASTRO; minimum \$11.00	\$0.02800 x ASTRO; minimum \$11.50	\$0.02840 x ASTRO; minimum \$11.65
(c) Storm Rate III-Faith Based Institutions	\$0.01800 x ASTRO; maximum charge not to exceed \$74.00	\$0.02560 x ASTRO; minimum \$10.50	\$0.02680 x ASTRO; minimum \$11.00	\$0.02800 x ASTRO; minimum \$11.50	\$0.02840 x ASTRO; minimum \$11.65

The stormwater fee to be charged to Munster property owners, according to the guidelines set forth above, shall begin with the utility bill due June 20, 2022.

C. REFUSE DISPOSAL

Residential Pick-up, per month (Effective for bills due March 20, 2024) \$29.36

Pay Pile min. \$130.00

Trash pick-up that does not fall into the contract with the waste provider will be picked up by staff. Fee will vary depending on the size of the pile.

III. POLICE RELATED

A. FINES IMPOSED FOR VIOLATIONS

Penalty amounts listed below are set by Schedule A, unless identified otherwise

	<u>Police Related Violations</u>	<u>Fine Amount</u>	<u>Ordinance Violations Bureau Eligible?</u>
	Moving Traffic Violations <i>(effective 8-1-15 Town no longer collects \$\$ for moving violations)</i>		
A.1	Disobeying traffic control device [§ 54-7(A)]	\$ 175.00	No
A.2	Traffic reg on town property (§ 54-10)	\$ 175.00	No
A.3	Traffic reg on public school grounds (§ 54-11)	\$ 175.00	No
A.4	1 – 10 miles over posted speed (§ 54-101.10)	\$ 200.00	No
A.5	11 – 20 miles over posted speed (§ 54-101.20)	\$ 230.00	No
A.6	21 miles or more over posted speed (§ 54-101.21)	\$ 300.00	No
A.7	Wrong way on one way street (§ 54-102)	\$ 175.00	No
A.8	Failure to yield-funeral procession (§ 54-106)	\$ 175.00	No
A.9	Unsafe backing prohibited (§ 54-107)	\$ 175.00	No
A.10	Driving on sidewalk (§ 54-108)	\$ 175.00	No
A.11	Improper passing at marked intersections (§ 54-131)	\$ 175.00	No
A.12	Improper turn or no left turn (§ 54-132)	\$ 175.00	No
A.13	U-turn violation (§ 54-133)	\$ 175.00	No
A.14	Yield sign violation (§ 54-153)	\$ 175.00	No
A.15	Disregarding stop sign (§ 54-154)	\$ 175.00	No
	Non-Moving Traffic Violations		
A.16	Pedestrian disobeying traffic controls [§ 54-7(B)]	\$ 100.00	Yes*
A.17	Improper use of bike path (§ 54-12)	\$ 100.00	Yes*
A.18	Obstruction to visibility at intersection (§ 54-13)	\$ 100.00	Yes*
A.19	Play street violation (§ 54-104)	\$ 100.00	Yes*
A.20	Blocking intersection /crosswalk (§ 54-105)	\$ 100.00	Yes*
A.21	Unattended running vehicle (§ 54-109)	\$ 100.00	Yes*
A.22	Vehicle weight violation (§ 54-110)	\$ 100.00	Yes*
A.23	Off-road vehicles including snowmobiles (§ 54-112)	\$ 100.00	Yes*
A.24	Unauthorized activation of traffic signal override (§ 54-161)	\$ 500.00	No
A.25	Commercial /recreation vehicle parking on street (§ 54-181)	\$ 50.00	Yes*
A.26	Parking obstruction of street/alley/drive (§ 54-182)	\$ 250.00	Yes*
A.27	Vehicle for sale / repair on street (§ 54-184)	\$ 50.00	Yes*
A.28	Parking adjacent to school (§ 54-185)	\$ 50.00	Yes*

A.29	Parking on one-way streets (§ 54-187)	\$ 50.00	Yes*
A.30	Parking restrictions at hazardous or congested areas (§ 54-188)	\$ 50.00	Yes*
A.31	Parking restriction for snow removal (§ 54-189)	\$ 50.00	Yes*
A.32	Unlawful parking yellow curb (§ 54-197)	\$ 50.00	Yes*
A.33	Violation no parking sign (§ 54-212)	\$ 50.00	Yes*
A.34	Parking violations generally [§ 54-216 (1) – (4)]	\$ 50.00	Yes*
A.35	Handicapped parking violation [§ 54-216 (5)]	\$ 75.00	Yes*
A.36	Toy vehicles in roadway (§ 54-241)	\$ 100.00	Yes*
A.37	Skateboarding violation (§ 54-243)	\$ 50.00	Yes*
A.38	Bicycles required to obey traffic regulation devices (§ 54-266)	\$ 50.00	Yes*

B. FEES AND COSTS

B.1	Out-of-State Title Check (state regulated)		\$5.00
B.2	Salvage Title Vehicle Release		\$25.00
B.3	Post-Tow impounded vehicle Release	Accident	\$25.00
		Arrest	\$50.00
B.4	Accident Report		\$25.00
B.5	Incident or Offense Report Copy	Resident	\$5.00
		Non-Resident	\$5.00
B.6	Evidentiary Photocopies, per sheet	Photo Single Print	\$10.00
B.7	Memory Stick USB or DVD		\$50.00
B.8	Digitally Recorded Voice Recording (Determined by preparation time)		
		One hour including media	\$25.00
		Each additional hour or part thereof	\$25.00
B.9	Bicycle Licenses		No Fee
B.10	Moped Licenses (biannual)		\$20.00
B.11	Ordinance Violation Deferral Fees & Costs (fee set by State statute- <i>Effective 8-1-15 Town no longer collects</i>)		\$192.50
B.12	Application Processing Fees – fee for background checks		

Including, but not limited to the following: \$25.00
 Immigration & Naturalization
 Passport
 Teaching License Backgrounds
 Solicitor Permits
 Contractors Licenses
 Fingerprinting

B.13 Weapons Carry Permits - Permits shall be issued in compliance with IC 35-47-2 for the following:

- Handgun Fee*
- Qualified License*
- Unlimited License*
- Retired Officer

*As of 6/30/21, a law enforcement agency that accepts an application for a handgun license shall not collect a fee from a person applying for a handgun license. IC 35-47-2-3.

B.14 The towing service providers with whom the town has authorized for towing and storage services may charge for towing or removing vehicles in the town as outlined below:

Towing Fee Schedule

Services Provided	Rate Per Vehicle Fee
Standard tow	\$ 200.00
Motorcycle rack or tie down	Additional \$ 50.00
Standard winch and tow	Up to \$ 75.00 (in addition to tow)
Standard winch only	\$ 150.00
Disconnect linkage (no keys)	\$ 25.00
Storage per day outside	\$ 50.00
Storage per day inside	\$ 75.00
Two or more trucks used	Two call-out fees
Vehicles over one ton and/or use of specialized recovery unit	Fee to be determined by towing service provider

IV. ANIMAL CONTROL

A. FINES IMPOSED FOR VIOLATIONS

Penalty amounts listed below are set by Schedule A, unless identified otherwise

	<u>Animal Violations</u>	<u>Fine Amount</u>	<u>Ordinance Violations Bureau Eligible?</u>
A.1	Violations of Ch. 6 - Animal Code (§ 6-4 to § 6-10) 1 st and 2 nd violations in a calendar year 3 rd + violation in a calendar year	\$ 100.00 \$ 200.00	Yes* Yes*
A.2	Prohibition on pet shop sales of dogs/cats (§ 6-11)	\$ 500.00	No

B. FEES AND COSTS

B.1 Animal License (Annual Fee)		\$10.00
B.2 Boarding Fees per Day	Partial Day	\$15.00
	Full Day	\$20.00

V. CODE ENFORCEMENT

A. FINES IMPOSED FOR VIOLATIONS

Penalty amounts listed below are set by Schedule A, unless identified otherwise

	<u>Code Enforcement Violations</u>	<u>Fine Amount</u>	<u>Ordinance Violations Bureau Eligible?</u>
	Chap. 10 - Businesses		
A.1	Business operating without having registered with the Town (§10-1)	\$ 250.00	Yes*
A.2	Contractors without a License (§10-121)	\$ 250.00	Yes*
A.3	Soliciting hours 09:00-19:00 Except Sundays & Holidays (§ 10-202)	\$ 100.00	Yes*
A.4	Transient merchant without a license (§10-221)	\$ 100.00	Yes*
A.5	Transient merchant without a license in possession (§10-228)	\$ 100.00	Yes*

A.6	No rental permit obtained (§ 10-621)	\$ 250.00	Yes*
A.7	Failure to comply with single family rental regs (§ 10-623)	\$ 250.00	Yes*
A.9	Failure to schedule rental inspection (§ 10-625)	\$ 250.00	Yes*
	Chap. 12 - Nuisances		
A.10	Excessive weeds & grass (§ 12-31)	\$ 100.00	No
A.11	Dead trees & branches (§ 12-32)	\$ 100.00	No
A.12	Junk & abandoned vehicles prohibited (§ 12-51)	\$ 250.00	No
A.13	Parking on private property restricted (§ 12-71)	\$ 100.00	No
A.14	Smoke Free Air Regulations (§§ 12-91 to 12-94 and §§ 12-96 to 12-97) – within a calendar year		
	1 st Violation	\$ 100.00	No
	2 nd Violation	\$ 200.00	No
	3 rd Violation	\$ 400.00	No
	4 th Violation	\$ 800.00	No
	5 th + Violation	\$1,500.00	No
A.15	Non-Retaliation for Smoke Free Air Regulations (§ 12-95)	\$1,000.00	No
A.16	Graffiti – failure to remove (§ 12-111)	\$ 100.00	No
A.17	Loud noise (§ 12-112) – within a calendar year		
	1 st Violation – Warning only	\$ 0.00	No
	2 nd + Violation	\$ 250.00	No
A.18	Offensive odors (§ 12-113) – within a calendar year		
	1 st Violation – Warning only	\$ 0.00	No
	2 nd + Violation	\$ 50.00	No
A.19	Soil removal from public property (§ 12-114)	\$ 100.00	No
A.20	Obstruction of right-of-way (§ 12-115)	\$ 100.00	No
A.21	Outdoor storage of personal property (§ 12-116)	\$ 100.00	No
A.22	Abandoned/discarded appliances (§ 12-117)	\$ 100.00	No
A.23	Accumulation of junk, trash (§ 12-118)	\$ 100.00	No
A.24	Sports tracks on resid. lots (§ 12-119)	\$ 250.00	No
	Chap. 14 – Emergency Services		
A.25	Automatic phone dialers to police dept prohibited (§ 14-62)	\$ 250.00	Yes*
A.26	Outside alarm ringers must terminate after 30 minutes (§ 14-64)	\$ 100.00	Yes*
A.27	False alarms (§14-65) - within a calendar year		
	1 st & 2 nd Violation – Warning only	\$ 0.00	Yes*
	3 rd Violation	\$ 75.00	Yes*
	4 th + Violation	\$ 100.00	Yes*
	Chap. 22 – Fire Prevention & Protection		
A.28	Fire Prevention Code – Knox box violat. (§ 22-31)	\$ 300.00	No

	Chap. 26 – Land Development Code		
A.29	Failure to maintain house, building, property [§ 26-1 (A)(1) – (A)(4)]	\$ 250.00	Yes*
A.30	Building numbering – no address in front (§ 26-2)	\$ 100.00	Yes*
A.31	Failed Building Code inspection/failure to comply (§26-63)	\$ 100.00	Yes*
A.32	Building without a permit (§26-71) <ul style="list-style-type: none"> • New primary structures & Additions • New Accessory buildings & Additions • Remodeling – plumbing & electrical affected • Fences 	\$ 500.00 \$ 250.00 \$ 250.00 \$ 250.00	No Yes* Yes* Yes* Yes*
A.33	Swimming pool regulations (§26-101)	\$ 250.00	Yes*
A.34	Sanitation of pool facilities/area (§26-104)	\$ 250.00	Yes*
A.35	Building without a permit - Swimming Pools (§26-131)	\$ 250.00	Yes*
A.36	Swimming pools - failure to surround with fence or electric cover (§ 26-132)	\$ 250.00	Yes*
A.37	Workmanship – repair / maintenance / alteration / installation deficient (§ 26-1127)	\$ 250.00	Yes*
A.38	State / local code compliance - construction violation state/local building / plumbing / mechanical code (§ 26-1128)	\$ 250.00	Yes*
A.39	Maintenance - fail to maintain equip / system / device / safeguard (§ 26-1129)	\$ 250.00	Yes*
A.40	Material / equipment const / install - noncompliant w/ Building Code (§ 26-1130)	\$ 250.00	Yes*
A.41	Reuse of material / equip prohibited (§ 26-1132)	\$ 250.00	Yes*
A.42	Unsafe structure - dangerous to occupant/public [§ 26-1173(A)(1)]	\$ 250.00	Yes*
A.43	Unsafe equipment on premises (boiler, heater, electrical, etc.) [§ 26-1173(A)(2)]	\$ 250.00	Yes*
A.44	Structure unfit for human occupancy [§ 26-1173(A)(3)]	\$ 250.00	Yes*
A.45	Unlawful structure - illegal occupancy / erection / alteration [§ 26-1173(A)(4)]	\$ 250.00	Yes*
A.46	Prohibited occupancy - condemned property / equipment [§ 26-1173(E)]	\$ 250.00	Yes*
A.47	Condemnation placard - unauthorized removal [§ 26-1173(F)]	\$ 250.00	Yes*
A.48	Emergency measures - failure to comply (§ 26-1174)	\$ 250.00	Yes*
A.49	Demolition - failure to comply w/ demo order	\$ 250.00	Yes*

	(§ 26-1175)		
A.50	Vacant structure/premises not maintained so as to cause blight [§ 26-1201(C)]	\$ 250.00	Yes*
A.51	Sanitation (exterior property) - not maintained in clean / safe condition [§ 26-1202(A)]	\$ 250.00	Yes*
A.52	Grading / drainage (exterior property) - accumulation of stagnant water [§ 26-1202(B)]	\$ 250.00	Yes*
A.53	Sidewalks / driveways - disrepair/hazardous condition [§ 26-1202(C)]	\$ 250.00	Yes*
A.54	Vermin harborage (exterior property) – infestation / failure to exterminate [§ 26-1202(E)]	\$ 250.00	Yes*
A.55	Exhaust fans (exterior property) - discharging upon adjacent property [§ 26-1202(F)]	\$ 250.00	Yes*
A.56	Accessory structures - in need of repair [§ 26-1202(G)]	\$ 250.00	Yes*
A.57	Exterior structure generally - not maintained in good repair [§ 26-1203(A)]	\$ 250.00	Yes*
A.58	Exterior painting - surfaces not protected from decay [§ 26-1203(B)]	\$ 250.00	Yes*
A.59	Street numbers - not displayed, observed & readable [§ 26-1203(C)]	\$ 250.00	Yes*
A.60	Structural members - not maintained; deteriorated [§ 26-1203(D)]	\$ 250.00	Yes*
A.61	Foundation walls - not maintained; cracks/breaks/prevent rats [§ 26-1203(E)]	\$ 250.00	Yes*
A.62	Exterior walls - not maintained to prevent deterioration [§ 26-1203(F)]	\$ 250.00	Yes*
A.63	Roofs/drainage - roof not maintained/inadequate drainage [§ 26-1203(G)]	\$ 250.00	Yes*
A.64	Decorative features - not maintained / improper anchorage / unsafe [§ 26-1203(H)]	\$ 250.00	Yes*
A.65	Overhang extensions - not maintained / protected / unsafe [§ 26-1203(I)]	\$ 250.00	Yes*
A.66	Stairs / walking surfaces - exterior not maintained [§ 26-1203(J)]	\$ 250.00	Yes*
A.67	Stairways / decks / porches / balconies - not struct sound / safe [§ 26-1203(K)]	\$ 250.00	Yes*
A.68	Chimneys / towers - not maintained / protected / safe [§ 26-1203(L)]	\$ 250.00	Yes*
A.69	Handrails / guardrails - not firmly fastened / unsafe [§ 26-1203(M)]	\$ 250.00	Yes*
A.70	Exterior windows / doorframes - not maintained / inoperable [§ 26-1203(N)]	\$ 250.00	Yes*
A.71	Insect screens - screens intact from Apr 1 to Nov 1 [§ 26-1203(O)]	\$ 250.00	Yes*

A.72	Exterior doors - not maintained; locks not secure [§ 26-1203(P)]	\$ 250.00	Yes*
A.73	Basement hatchways - not maintained to prevent rats / water [§ 26-1203(Q)]	\$ 250.00	Yes*
A.74	Basement window guards - missing on openable windows [§ 26-1203(R)]	\$ 250.00	Yes*
A.75	Rubbish / garbage accumulation or disposal unlawful (§ 26-1204)	\$ 250.00	Yes*
A.76	Vermin / insect infestation (interior) or failure to exterminate (§ 26-1205)	\$ 250.00	Yes*
A.77	Plumbing facilities / fixtures - failure to maintain (§ 26-1206)	\$ 250.00	Yes*
A.78	Storm drainage - discharge from structure / premises is nuisance (§ 26-1207)	\$ 250.00	Yes*
A.79	Mechanical / heating facilities / equipment not compliant (§ 26-1208)	\$ 250.00	Yes*
A.80	Electrical system not working properly (§ 26-1210)	\$ 250.00	Yes*
A.81	Fire safety regulations not met (§ 26-1212)	\$ 250.00	Yes*
A.82	Collection bin for solicitation - non-compliant / no permit (§ 26-1213)	\$ 250.00	Yes*
A.83	Ground Disturbance – Construction / maintenance of grade / excavation / fill violation (§ 26-1258)	\$ 250.00	Yes*
	Chap. 30 – Offenses against Public Peace, Safety & Morals		
A.84	Garbage / recycling containers – improper storage (§ 30-11)	\$ 100.00	Yes*
A.85	Garage and yard sales (§ 30-12)	\$ 100.00	Yes*
A.86	Expectorating in public place (§ 30-13)	\$ 100.00	Yes*
A.87	Advertisements - Improper posting/depositing (§ 30-14) – within a calendar year		
	1 st Violation	\$ 150.00	Yes*
	2 nd + Violation	\$ 250.00	Yes*
A.88	Loitering (§ 30-15)	\$ 100.00	Yes*
A.89	Curfew for minors (§ 30-16)	\$ 100.00	Yes*
A.90	Regulation of consumer fireworks (§ 30-17)	\$ 100.00	Yes*
A.91	Sale & possession of gun-shaped cellphone cases (§ 30-18) – within a calendar year		
	1 st Violation	\$ 500.00	No
	2 nd Violation	\$1,000.00	No
	3 rd + Violation	\$2,500.00	No
A.92	Damage to streets and public property prohibited (§ 30-19)	\$ 250.00	Yes*
A.93	Lawn mowing equipment w/o safety guards	\$ 250.00	Yes*

	(§ 30-20)		
	Chap. 38 – Solid Waste		
A.94	Refuse outside dumpster (§ 38-5)	\$ 250.00	Yes*
A.95	Collection or disposal by unauthorized person (§ 38-64)	\$ 250.00	Yes*
A.96	Trash cans to be placed within lot line (§ 38-69)	\$ 100.00	Yes*
A.97	Dumping / unbagged trash in public way / place [§ 38-72(A)]	\$ 250.00	
A.98	Refuse - unlawful accumulation on premises [§ 38-72(B)]	\$ 250.00	Yes*
A.99	Refuse unbagged & carried by elements to public way [§ 38-72(C)]	\$ 250.00	Yes*
A.100	Trash cans - violation of time restrictions (§ 38-73)	\$100.00	Yes*
A.101	Restriction of garbage receptacles to designated area - commercial/industrial/multi-family properties (§38-75)	\$ 100.00	Yes*
A.102	Scavenger/Scrapper without a license (§38-76)	\$ 250.00	Yes*
A.103	Recyclable materials – violation of time restrictions (Day before at Noon to end of day of pickup) (§38-143)	\$ 100.00	Yes*
A.104	Recyclable materials - Unauthorized collection of recyclable materials (§38-147)	\$ 250.00	Yes*
A.105	Odors from compost containers (§ 38-175)	\$ 100.00	Yes*
	Chap. 46 – Streets, Sidewalks & Other Public Places		
A.106	Obstructing alley / street with merchandise prohibited (§ 46-2)	\$ 100.00	Yes*
A.107	Snow & ice removal from sidewalks (§46-3)	\$ 200.00	Yes*
A.108	Excavation site - proper barricades not maintained (§ 46-182)	\$ 200.00	Yes*
	Chap. 48 – Trees & Shrubs		
A.109	Working without a tree/shrub permit (§ 48-31)	\$ 100.00	Yes*
A.110	Non-compliance with tree/shrub regs (§ 48-32)	\$ 100.00	Yes*
A.111	Fastening wire, rope to tree/shrub (§ 48-33)	\$ 100.00	Yes*
A.112	Damaging tree/shrub (§ 48-34)	\$ 100.00	Yes*
A.113	Diseased or hazardous trees prohibited (§ 48-51)	\$ 100.00	Yes*

VI. ORDINANCE VIOLATIONS BUREAU (OVB)

A. SCHEDULE OF ORDINANCES/CODE PROVISIONS SUBJECT TO ADMISSION BEFORE CLERK-TREASURER AS VIOLATIONS CLERK

Clerk-Treasurer may ONLY accept payment of fines for the violations listed in the schedule below, up to a maximum penalty of \$250.00 per violation (“violation” is determined by the date of incident on the citation /ticket issued- this is NOT a per day continuing penalty)

A.1 For the ordinances and Code provisions listed in this section, the Office of the Clerk-Treasurer of the Town of Munster shall constitute an Ordinance Violations Bureau for the acceptance of written appearances, waivers of trial, admissions of violations, and payment of civil penalties of not more than allowable in IC 33-36 as amended. The Clerk-Treasurer of the Town of Munster shall be the administrator of said Ordinance Violations Bureau. The following is a schedule of Munster ordinances and Code provisions of the Town Code of Munster which shall be subject to admission of violation before the Ordinance Violations Clerk and the amount of the civil penalty to be assessed to a violator who elects to admit before the Violations Clerk:

Code Section	Violation	Civil Penalty
	Chap. 6 - Animals	
§§ 6-4 to 6-10	Violations of the Animal Code - within a calendar year (excluding § 6-11) 1 st & 2 nd offense: Additional offenses:	\$ 100.00 \$ 200.00
	Chap. 10 - Businesses	
§ 10-1	Business operating without having registered with the Town	\$ 250.00
§ 10-121	Contractors without a License	\$ 250.00
§ 10-202	Soliciting hours 09:00-19:00 except Sundays & Holidays	\$ 100.00
§ 10-221	Transient merchant without a license	\$ 100.00
§ 10-228	Transient merchant without a license in possession	\$ 100.00
§ 10-621	No rental permit obtained	\$ 250.00
§ 10-623	Failure to comply with single family rental regs	\$ 250.00
§ 10-625	Failure to schedule rental inspection	\$ 250.00
	Chap. 14 – Emergency Services	
§ 14-62	Automatic phone dialers to police dept prohibited	\$ 250.00
§ 14-64	Outside alarm ringers must terminate after 30 minutes	\$ 100.00
§ 14-65	False Alarms within a calendar year 1 st & 2 nd day with violation:	n/a

	3 rd violation: 4 th +violation:	\$ 75.00 \$ 100.00
	Chap. 26 – Land Development Code	
§ 26-1	Failure to maintain house / building / structure	\$ 250.00
§ 26-2	Building numbering – no address in front	\$ 100.00
§ 26-63	Building Code viol / inspection failed / failure to comply	\$ 250.00
§ 26-71.2 to § 26-71.4	Building without a permit (excluding § 26-71.1 - new primary structure & addition)	\$ 250.00
§ 26-101, § 26-104, § 26-131, and § 26-132	Swimming pool and spa violations	\$ 250.00
§ 26-1127 to § 26-1213	Property Maintenance Code violations	\$ 250.00
§ 26- 1258	Ground Disturbance – construction / maintenance of grade / excavation / fill violation	\$ 250.00
	Chap. 30 – Offenses against Public Peace, Safety & Morals	
§ 30-11	Storage of garbage/recycling containers	\$ 100.00
§ 30-12	Yard and garage sales	\$ 100.00
§ 30-13	Expectorating in public place	\$ 100.00
§ 30-14	Improper advertising or posting of advertisements - in a calendar year	1 st violation: Additional violations: \$ 150.00 \$ 250.00
§ 30-15	Loitering	\$ 100.00
§ 30-16	Curfew for minors	\$ 100.00
§ 30-17	Regulation of consumer fireworks	\$ 100.00
§ 30-19	Damage to streets and public property prohibited	\$ 250.00
§ 30-20	Lawn mowing equipment	\$ 250.00
	Chap. 34 – Parks and Recreation	
§ 34-64	Failure to comply with orders of enforcement officer in a park or recreational area (<i>fine set by ordinance</i>)	\$ 100.00
§ 34-73	Failure to respond to Lightning warning signal in park (<i>fine set by ordinance</i>)	\$ 250.00
§§ 34-81 to 34-103	Parks and Recreation Violations (<i>fine set by ordinance</i>)	\$ 100.00
	Chap. 38 – Solid Waste	
§ 38-5	Refuse outside dumpster	\$ 250.00
§ 38-64	Collection or disposal by unauthorized person	\$ 250.00
§ 38-69	Trash cans to be placed within lot line	\$ 100.00

§ 38-72	Improper storage, deposit, or accumulation of refuse <i>(fine set by ordinance)</i>	\$ 250.00
§ 38-73	Trash cans - violation of time restrictions	\$ 100.00
§ 38-75	Restriction of garbage receptacles to designated area – commercial / industrial / multi-family properties <i>(fine set by ordinance)</i>	\$ 100.00
§ 38-76	Scavenger / Scrapper without a license <i>(fine set by ordinance)</i>	\$ 250.00
§ 38-143	Recyclable materials – violation of time restrictions (Day before at Noon to end of day of pickup) (§38-143)	\$ 100.00
§ 38-147	Unauthorized collection of recyclable materials	\$ 200.00
§ 38-175	Odors from compost containers	\$ 100.00
	Chap. 46 – Streets, Sidewalks & Other Public Places	
§ 46-2	Obstructing alley / street with merchandise prohibited	\$ 100.00
§ 46-3	Snow & ice removal from sidewalks	\$ 200.00
§ 46-182	Excavation site - proper barricades not maintained	\$ 200.00
	Chap. 48 – Trees & Shrubs	
§§ 48-31 to 48-51	All violations of Chap. 48	\$ 100.00
	Chap. 54 – Traffic and Vehicles (non-moving ONLY)	
§ 54-7(B)	Pedestrian disobeying traffic controls	\$ 100.00
§ 54-12	Improper use of bike path	\$ 100.00
§ 54-13	Obstruction to visibility at intersection	\$ 100.00
§ 54-104	Play street violation	\$ 100.00
§ 54-105	Blocking intersection /crosswalk	\$ 100.00
§ 54-109	Unattended running vehicle	\$ 100.00
§ 54-110	Vehicle weight violation	\$ 100.00
§ 54-112	Off-road vehicles including snowmobiles	\$ 100.00
§ 54-181	Commercial / recreation vehicle parking on street	\$ 50.00
§ 54-182	Obstructing street / alley or blocking driveway	\$ 250.00
§ 54-184 to § 54-212	Parking violations (various)	\$ 50.00
§ 54-216 (1) – (4)	Parking prohibited in specified places	\$ 50.00
§ 54-216 (5)	Handicapped Parking Violation	\$ 75.00
§ 54-241	Toy vehicles in roadway	\$ 100.00
§ 54-243	Skateboarding violation	\$ 50.00
§ 54-266	Bicycles required to obey traffic regulation devices	\$ 50.00
	Chap. 58 – Utilities (water)	
§ 58-39	Unauthorized use of water - hydrant, meter, Buffalo Box	\$ 250.00
§ 58-104	Illegal tampering with water meter equipment	\$ 250.00

- A.2** Any person cited for violations of the above ordinance or code provisions shall be entitled to pay the fine set out above at the Violations Bureau within thirty (30) days of issuance of the citation, without the necessity of appearing in court.
- A.3** Any person paying a fine at the Ordinance Violations Bureau shall execute a waiver of right to trial and an admission of the violation.
- A.4** Any person intending to contest a violation within the jurisdiction of the Ordinance Violations Bureau shall execute a written denial of the violation, and thereafter the alleged violation shall be filed with the Clerk of the Court having jurisdiction over such violation and the matter shall be set for hearing.
- A.5** If the citation has not been paid at the Violations Bureau within 30 days of the date of issuance, the violation shall be filed with the Clerk of Superior Court and the matter will be set for initial appearance.

VII. TOWN SERVICES

A. BUSINESS REGISTRATION (Annual Fees)

A.1 All Professional, Retail, and Commercial Businesses, per unit - includes security alarm registration	\$75.00
A.2 Business Registration late renewal, after February 28 th	\$100.00
A.3 Taxi Cabs (includes business license & up to 4 cabs) Each additional Cab	\$250.00 \$40.00
A.4 Solicitor's Permit Duration of –	
1 week	\$25.00
1 month	\$40.00
1 year	\$75.00

B. FILMING

B.1 Film Production by private film producer and/or company Film Permit	\$75.00
Total or disruptive use of public building during regular business hours, per day	\$1,500
Partial non-disruptive use of a public building, per day	\$750
Total closure of public street right-of-way, per hour	\$100
Partial closure of public street right-of-way, per hour	\$50

Off-duty Police personnel

COST

C. MISCELLANEOUS

C.1	Arcade Games (Register by February 28 th)	\$250.00
	Operating without a license	\$100.00
C.2	Maps by special request containing specific GIS information	\$20.00
	Each additional copy	\$5.00
C.3	Blueprint Copies, per page	\$5.00
C.4	Photos, per sheet	\$5.00
C.5	Photocopy of Town document	
	a. Copies of documents will be produced on 8 ½” x 11” white paper, one side only.	
	b. Except as noted below, copy fee per page = ten cents (\$.10)	
	c. First 10 photocopies are at no cost (free) for all requesters	
	d. First 50 photocopies are at no cost (free) for:	
	i. Local civic organizations (e.g., Boy Scouts, Girl Scouts, Rotary Club);	
	ii. Legitimate academic pursuits (e.g. high school/college term paper); and	
	iii. Members of the recognized press.	
	e. Copies of documents will be transmitted at no cost (free) by fax to local (non-toll) telephone number, or by email.	
C.6	Various Code Books	Cost + 25%
	Available at no charge at www.munster.org	
C.7	Municipal Code Subscription	
	Initial year	Cost + 25%
	Annual Fee	\$50.00
C.8	Customized data report – the hourly wage and benefits of Employee(s) in 15-minute increments, plus the per page cost and the cost of computer media.	TBD
C.9	Overtime Town of Munster Staff Response	
	The Town may charge the entirety of the hourly wage multiplied by 1.75, at a minimum of one hour plus additional 15-minute increments, and the cost of utilized equipment due to a response after hours initiated by residence’s request or malfeasance.	
C.10	Special Event Permit Fee (Section 46-402)	\$100.00

C.11 Small Cell Networks and Facilities- The total of any application fees allowed under this section may not exceed the lesser of:

- a. The amount charged by the permit authority for an application for a building permit for any similar type of commercial construction, activity, or land use development within the jurisdiction of the permit authority; or
- b. One hundred dollars (\$100) per small cell facility included in the application.

C.12 The rate for the construction, placement, or use of small cell facilities on a utility pole owned and/or controlled by the Town of Munster shall be fifty dollars (\$50) per utility pole per year. (Ord 1812, C.11 & C.12 -12/21/20)

VIII. PARKS AND RECREATION

A. PARKS & RECREATION PROGRAM FEES & CHARGES

Program Fees & Charges (Refer to current Park Board-approved schedule of fees)

A.1 Applicable Metered Parking Fees (Ch. 54, Art. IV, Div. 3)

All parking lots in Centennial Park in the Town are metered parking lots.

- a. The fee to park in a metered parking lot is \$2.00 per hour or \$5.00 per day (including re- entry during the applicable hour or day).
 - i. A fifteen (15) minute grace period is allotted upon a vehicle's entry into a metered parking lot whereby parking fees will not be assessed if the vehicle exits the lot within the grace period. Parking fees will be assessed if the vehicle remains in the lot beyond the fifteen (15) minute grace period.
 - ii. Payment of the hourly or daily parking fee shall be made within 15 minutes of entry to the metered lot via the on-site parking meter kiosk, smartphone app (download *ParkbyApp* from the App Store or Google Play), website (*ParkbyApp.com*), or by phone (1-888-764-ASTA). If payment is made via the smartphone app, a convenience fee of \$00.50 will be assessed for each transaction. Payment will not be accepted by the town clerk-treasurer.
- b. An annual pass to a metered parking lot may be purchased each calendar year. The fee for an annual pass to a metered lot shall be as follows, subject to all conditions of this division and the applicable parking management agreement:
 - i. *Residents*. One time each calendar year, Town of Munster residents are eligible to register the license plates of two (2) vehicles, per household, for an annual parking pass at no cost (\$0.00). Registration shall be completed each year through a link on the Town's website.

Residents may purchase annual parking passes for additional vehicles (vehicle 3, 4, etc.) per household, for \$20.00 per vehicle, per calendar year. Residents shall contact the Parks Department directly to register and obtain payment

information for additional vehicles.

- ii. *Non-Residents.* Non-residents of the Town of Munster may register the license plate of a vehicle for an annual parking pass for \$120.00 per vehicle, per calendar year.
- c. The Director of Parks and Recreation is authorized to charge a daily rate of not more than \$5.00 per day to park in a metered parking lot on days that the parking meter equipment is non-functional.

B. PARKS AND RECREATION FINES IMPOSED FOR VIOLATIONS

Penalty amounts listed below are set by Schedule A, unless identified otherwise

	<u>Park Violations</u>	<u>Fine Amount</u>	<u>Ordinance Violations Bureau Eligible?</u>
B.1	Failure to comply with order of enforcement officer in park (§ 34-64)	\$ 100.00	Yes*
B.2	Failure to respond to lightning warning signal in park (§ 34-73)	\$ 250.00	Yes*
B.3	Park hours violation (§ 34-81)	\$ 100.00	Yes*
B.4	Bike path hours violation (§ 34-82)	\$ 100.00	Yes*
B.5	Loitering on bike path (§ 34-83)	\$ 100.00	Yes*
B.6	Centennial Park Golf Course rules violation (§ 34-84)	\$ 100.00	Yes*
B.7	Unauthorized golfing in park (§ 34-85)	\$ 100.00	Yes*
B.8	Unauthorized fishing in park (§ 34-86)	\$ 100.00	Yes*
B.9	Swimming/boating in park (§ 34-87)	\$ 100.00	Yes*
B.10	Ice skating/downhill skiing in park (§ 34-88)	\$ 100.00	Yes*
B.11	X-country skiing on golf course (§ 34-89)	\$ 100.00	Yes*
B.12	Unauthorized sledding / snowboarding (§ 34-90)	\$ 100.00	Yes*
B.13	Unauthorized skateboarding / biking in park (§ 34-91)	\$ 100.00	Yes*
B.14	Snowmobiles prohibited in park (§ 34-92)	\$ 100.00	Yes*
B.15	Motorized / off-road vehicles, golf carts prohibited in park (§ 34-93)	\$ 100.00	Yes*
B.16	Fireworks prohibited in park (§ 34-94)	\$ 100.00	Yes*
B.17	Open burning / fires / grilling prohibited in park (§ 34-95)	\$ 100.00	Yes*
B.18	Hunting / feeding wildlife prohibited in park (§ 34-96)	\$ 100.00	Yes*
B.19	Animal violation in park (§ 34-97)	\$ 100.00	Yes*
B.20	Dog Park rules violation (§ 34-98)	\$ 100.00	Yes*

B.21	Unauthorized alcohol possession in park (§ 34-99)	\$ 100.00	Yes*
B.22	Glass containers prohibited in park (§ 34-100)	\$ 100.00	Yes*
B.23	Posting advertisements / flyers on vehicles in park (§ 34-101)	\$ 100.00	Yes*
B.24	Sales / soliciting w/o park permit & Town license (§ 34-102)	\$ 100.00	Yes*
B.25	Refusal to vacate park area to valid permit holder [§ 34-103(C)]	\$ 100.00	Yes*

B.26 Metered Parking Fines. (Ch. 54, Art. IV, Div. 3)

<p>a. A violation of this Division 3 shall be subject to a fine of \$45.00 per violation. A fine that remains unpaid after fifteen (15) days of the initial Parking Charge Notice shall increase to \$85.00.</p>
<p>b. Payment of a fine assessed under this section shall be made directly to the Town's parking management company online (<i>parkinginvoice.com</i>), or by phone or mail to the phone number or address on the Parking Charge Notice. If payment is made online or by phone, a convenience fee of \$3.99 will be assessed for each transaction. Payment will not be accepted by the Town Clerk-Treasurer.</p>

C. PLAYER FEES

C.1 All sports program participants (private, volunteer, public, Parks & Recreation) shall pay a seasonal player/participant fee:

	<u>Resident</u>	<u>Non-Resident</u>
a. Munster Girls Softball, Munster Little League, Munster Babe Ruth (including League Travel Teams)	\$25	\$35
i. Fall Seasons – All Ball Sports	\$15	\$25
b. Soccer Programs - Parks	\$10	\$20
c. Private Travel Teams – All Sports	\$25	\$35
d. Pop Warner Football	\$10	\$20
e. Munster Lacrosse	\$10	\$20

C.2 There shall only be one player fee per family per sport

* All fine amounts marked with an asterisk (*) are payable at the Ordinance Violations Bureau (OVB) at the Clerk-Treasurer's Office, as identified in Section VI.A.1 of this Schedule A and per TOM §1-8. Any increase/decrease of a fine amount marked with an asterisk (*) *requires* amending TOM §1-8 and Section VI.A.1 of this Schedule A *prior* to acceptance of the amended fine by the Clerk Treasurer.

This Ordinance shall take effect upon the date of its publication which shall occur within thirty (30) days after passage.

Now, therefore, be it **ORDAINED** that the above-referenced Ordinance is hereby enacted.

ORDAINED and ADOPTED by the Town Council of the Town of Munster, Indiana, on the ____ day of _____, 2024, by a vote of ____ in favor and ____ opposed.

**TOWN COUNCIL OF THE TOWN OF MUNSTER,
LAKE COUNTY, INDIANA**

By: _____
David B. Nellans, President

ATTEST:

Wendy Mis, Clerk-Treasurer