

**BOROUGH OF BERGENFIELD  
PUBLIC NOTICE**

**ORDINANCE 22-2609 – AN ORDINANCE ENTITLED “ELECTRIC VEHICLES” OF  
THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF BERGENFIELD**

was introduced at a Work Session Meeting of the Mayor and Council of the Borough of Bergenfield, in the County of Bergen, New Jersey, on Tuesday, December 6, 2022 and will be further considered for final passage after public hearing at a meeting of the Mayor and Council to be held in the Council Chamber Bergenfield Municipal Center, 198 North Washington Avenue, Bergenfield, New Jersey on Tuesday, December 20, 2022 at 8:00 p.m. prevailing time, or as soon thereafter as the matter can be heard.

A clear and concise statement of this ordinance is to support and encourage Electric Vehicle Supply/Service Equipment (EVSE) and make ready parking spaces, and set forth procedures for the installation of EVSE and establish standards and regulations, as set forth in the ordinance.

A copy of this ordinance may be obtained without cost between the hours of 8:30 a.m. and 4:30 p.m. at the office of the Borough Clerk, 198 North Washington Avenue, Bergenfield, New Jersey.

Marie Quinones, RMC  
Borough Clerk  
December 12, 2022

**BOROUGH OF BERGENFIELD**

**Ordinance 22-2609**

**AN ORDINANCE ENTITLED "ELECTRIC VEHICLES" OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF BERGENFIELD.**

**BE IT ORDAINED**, by the Mayor and Council of the Borough of Bergenfield, County of Bergen and State of New Jersey as follows:

**WHEREAS**, the Mayor and Council support and encourage Electric Vehicle Supply/Service Equipment (EVSE) and Make-Ready Parking Spaces; and

**WHEREAS**, this Ordinance shall set forth procedures for the installation of Electric Vehicle Supply/Service Equipment (EVSE) and Make-Ready parking spaces and establishes associated regulations and other standards within the Borough of Bergenfield, Bergen County; and

**WHEREAS**, supporting the transition to electric vehicles contributes to the Borough of Bergenfield's commitment to sustainability and is in the best interest of the public welfare; and

**WHEREAS**, installation of EVSE and Make-Ready parking spaces encourages electric vehicle adoption; and

**WHEREAS**, the Borough of Bergenfield encourages increased installation of EVSE and Make Ready parking spaces;

**WHEREAS**, adoption of this Ordinance supports the State of New Jersey's goals to reduce air pollutants and greenhouse gas emissions from the transportation sector as outlined and supported by various programs related to New Jersey's 2019 Energy Master Plan, Global Warming Response Act (P.L. 2007, c.112 (C.26:2C-37 et al.)), and EV Law (P.L. 2019, c.362); and

**WHEREAS**, P.L. 2021, c.171, which Governor Murphy signed into law on July 9, 2021, requires EVSE and Make-Ready parking spaces be designated as a permitted accessory use in all zoning or use districts and establishes associated installation and parking requirements; and

**WHEREAS**, adoption of this ordinance will support the Master Plan of the Borough of Bergenfield adopted in concurrence with P.L.c.291, s. 1 eff. Aug. 1, 1976, and is consist with the goals of the Master Plan as well as the land use, circulation and environmental and sustainability elements of the Master Plan; and

**WHEREAS**, the Borough of Bergenfield encourages greater ownership and use of electric vehicles, thus the Borough is amending Chapter 186

(Borough Code) to establish standards and regulations for the safe and efficient installation of EVSE and Make-Ready parking spaces at appropriate locations.

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Borough of Bergenfield, County of Bergen and State of New Jersey as follows:

**A. PURPOSE.**

The purpose of this Ordinance is to promote and encourage the use of electric vehicles by requiring the safe and efficient installation of EVSE and Make-Ready parking spaces through municipal parking regulations and other standards. EVSE and Make-Ready parking spaces will support the State's transition to an electric transportation sector, reducing automobile air pollution, greenhouse gas emissions and storm water runoff contaminants. The goals are to:

- (1) Provide adequate and convenient EVSE and Make-Ready parking spaces to serve the needs of the traveling public.
- (2) Provide opportunities for residents to have safe and efficient personal EVSE located at or near their place of residence.
- (3) Provide the opportunity for non-residential uses to supply EVSE to their customers and employees.
- (4) Create standard criteria to encourage and promote safe, efficient and cost-effective electric vehicle charging opportunities in all zones and settings for convenience of service to those that use electric vehicles.

**B. DEFINITIONS.**

Certificate of Occupancy. The certificate provided for in N.J.A.C. 5:23-2 indicating that the construction authorized by the construction permit has been completed in accord with the construction permit, the act and the regulations. See State Uniform Construction Code Act, P.L. 1975, c.217 (C.52:27D-1190 et seq) and regulations adopted pursuant thereto.

Charging Level. The amount of voltage provided to charge an electric vehicle varies depending on the type of EVSE as follows:

- (1) Level 1 operates on a fifteen (15) to twenty (20) amp breaker on a one hundred twenty (120) volt AC circuit.
- (2) Level 2 operates on a forty (40) to one hundred (100) amp breaker on a two hundred eight (208) or two hundred forty (240) volt AC circuit.

(3) Direct-current fast charger (DCFC) operates on a sixty (60) amp or higher breaker on a four hundred eighty (480) volt or higher three phase circuit with special grounding equipment. DCFC stations can also be referred to as rapid charging stations that are typically characterized by industrial grade electrical outlets that allow for faster recharging of electric vehicles.

Electric Vehicle. Any vehicle that is licensed and registered for operation on public and private highways, roads and streets; and operates either partially or exclusively using an electric motor powered by an externally charged on-board battery.

Electric Vehicle Supply/Service Equipment or (EVSE). The equipment, including the cables, cords, conductors, connectors, couplers, enclosures, attachment plugs, power outlets, power electronics, transformer, switchgear, switches and controls, network interfaces, point of sale equipment, and associated apparatus designed and used for the purpose of transferring energy from the electric supply system to a plug-in electric vehicle. "EVSE" may deliver either alternating current, or consistent with fast charging equipment standards, direct current electricity. "EVSE" is synonymous with "electric vehicle charging stations".

Make-Ready Parking Space. The pre-wiring of electrical infrastructure at a parking space, or set of parking spaces, to facilitate easy and cost-efficient future installation of Electric Vehicle Supply Equipment or Electric Vehicle Service Equipment, including but not limited to Level Two EVSE and direct current fast chargers. Make-Ready includes expenses related to service panels, junction boxes, conduit, wiring and other components necessary to make a particular location able to accommodate Electric Vehicle Supply Equipment or Electric Vehicle Service Equipment on a "plug and play" basis. "Make-Ready" is synonymous with the term "charger ready", as used in P.L. 2019, c.362 (C.48:25-1 et al).

Private EVSE. EVSE that has restricted access to specific users (e.g., single and two-family homes, executive parking fleet parking with no access to the general public).

Publicly-accessible EVSE. EVSE that is publicly available (e.g., park & ride, public parking lots and garages, on-street parking, shopping center parking, non-reserved parking in multi-family parking lots, etc.)

### **C. APPROVALS AND PERMITS.**

(1) An application for development submitted solely for the installation of EVSE or Make-Ready parking spaces shall be considered a permitted accessory use and permitted accessory structure in all zoning or use districts and shall not require a variance pursuant to C.40:55D-70.

(2) EVSE and Make-Ready Parking Spaces installed pursuant to Section D below in development applications that are subject to site plan approval are considered a permitted accessory use as described in 1 above.

(3) All EVSE and Make-Ready parking spaces shall be subject to applicable local and/or Department of Community Affairs permit and inspection requirements.

(4) The Borough Administrator, Zoning Officer and/or the Borough Engineer shall enforce all signage and installation requirements described in this ordinance. Failure to meet the requirements in this ordinance shall be subject to the same enforcement and penalty provisions as other violations of the Borough's land use regulations.

(5) An application for development for the installation of EVSE or Make-Ready spaces at an existing gasoline service station, an existing retail establishment or any other existing building shall not be subject to site plan or other land use board review, shall not require variance relief pursuant to C.40:55D-1 et seq. or any other law, rule or regulation, and shall be approved through the issuance of a zoning permit by the administrative officer, provided the application meets the following requirements:

(i) the proposed installation does not violate bulk requirements applicable to the property or the conditions of the original final approval of the site plan or subsequent approvals for the existing gasoline service station, retail establishment or other existing building;

(ii) all other conditions of prior approvals for the gasoline service station, the existing retail establishment or any other existing building continue to be met; and

(iii) the proposed installation complies with the construction codes adopted in or promulgated pursuant to the "State Uniform Construction Code Act", P.L. 1975, c.217 (C.52:27D-119 et seq), any safety standards concerning the installation and any State rule or regulation concerning electric vehicle charging stations.

(6) An application, pursuant to paragraph (5) above shall be deemed complete if:

(i) the application, including the permit fee and all necessary documentation, is determined to be complete;

(ii) a notice of incompleteness is not provided within 20 days after the filing of the application; or

(iii) a one-time written correction notice is not issued by the Borough Administrator and/or Zoning Officer within 20 days after filing of the application detailing all deficiencies in the application and identifying any additional information explicitly necessary to complete a review of the permit application.

(7) EVSE and Make-Ready parking spaces installed at a gasoline service station, an existing retail establishment or any other existing building shall be subject to applicable local and/or Department of Community Affairs inspection requirements.

(8) A permitting application solely for the installation of electric vehicle supply equipment permitted as an accessory use shall not be subject to review based on parking requirements.

**D. REQUIREMENTS FOR NEW INSTALLATION OF EVSE AND MAKE-READY PARKING SPACES.**

(1) As a condition of preliminary site plan approval, for each application involving a multiple dwelling with five or more units of dwelling space, which shall include a multiple dwelling that is held under a condominium or cooperative form of ownership, a mutual housing corporation, or a mixed-use development, the developer or owner, as applicable, shall:

(i) prepare as Make-Ready parking spaces at least 15 percent (15%) of the required off-street parking spaces, and install EVSE in at least one-third of the 15 percent of Make-Ready parking spaces;

(ii) within three years following the date of the issuance of the certificate of occupancy, install EVSE in an additional one-third of the original 15 percent of Make-Ready parking spaces; and

(iii) within six years following the date of the issuance of the certificate of occupancy, install EVSE in the final one-third of the original 15 percent of Make-Ready parking spaces; and

(iv) throughout the installation of EVSE in the Make-Ready parking spaces, at least five percent (5%) of the electric vehicle supply equipment shall be accessible for people with disabilities; and

(v) nothing in this subsection shall be construed to restrict the ability to install electric vehicle supply equipment or Make-Ready parking spaces at a faster or more expansive rate than as required above.

(2) As a condition of preliminary site plan approval, each application involving a parking lot or garage not covered in (1) above shall:

(i) install at least one Make-Ready parking space if there will be 50 or fewer off-street parking spaces.

(ii) install at least two Make-Ready parking spaces if there will be 51 to 75 off-street parking spaces.

(iii) install at least three Make-Ready parking spaces if there will be 76 to 100 off-street parking spaces.

(iv) install at least four Make-Ready parking spaces, at least one of which shall be accessible to people with disabilities, if there will be 101 to 150 off-street parking spaces.

(v) install at least four percent of the total parking spaces as Make-Ready parking spaces, at least five percent of which shall be accessible for people with disabilities, if there will be more than 150 off-street parking spaces.

(vi) in lieu of installing Make-Ready parking spaces, a parking lot or garage may install EVSE to satisfy the requirements of this subsection.

(vii) nothing in this subsection shall be construed to restrict the ability to install electric vehicle supply equipment or Make-Ready parking spaces at a faster or more expansive rate than as required above.

(viii) notwithstanding the provisions of this Section, a retailer that provides 25 or fewer off-street parking spaces or the developer or owner of a single-family home shall not be required to provide or install any electric vehicle supply equipment or Make-Ready parking spaces.

#### **E. MINIMUM PARKING REQUIREMENTS.**

(1) All parking spaces with EVSE and Make-Ready equipment shall be included in the calculation of minimum required parking spaces, pursuant to Chapter 186 (Borough Code).

(2) A parking space prepared with EVSE or Make-Ready equipment shall count as at least two (2) parking spaces for the purpose of complying

with a minimum parking space requirement. This shall result in a reduction of no more than 10 percent (10%) of the total required parking.

(3) All parking space calculations for EVSE and Make-Ready equipment shall be rounded up to the next full parking space.

(4) Additional installation of EVSE and Make-Ready parking spaces above what is required in Section D above may be encouraged, but shall not be required in development projects.

#### **F. REASONABLE STANDARDS FOR ALL NEW EVSE AND MAKE-READY PARKING SPACES**

(1) Location and layout of EVSE and Make-Ready parking spaces is expected to vary based on the design and use of the primary parking area. It is expected flexibility will be required to provide the most convenient and functional service to users. Standards and criteria should be considered guidelines and flexibility should be allowed when alternatives can better achieve objectives for provisions of this service.

(2) Installation.

(i) Installation of EVSE and Make-Ready parking spaces shall meet the electrical subcode of the Uniform Construction Code, N.J.A.C. 5:23-3.16.

(ii) Each EVSE or Make-Ready parking space that is not accessible for people with disabilities shall be not less than 9 feet wide or 18 feet in length. Exceptions may be made for existing parking spaces or parking spaces that were part of an application that received prior site plan approval.

(iii) To the extent practical, the location of accessible parking spaces for people with disabilities with EVSE and Make Ready equipment shall comply with the general accessibility requirements of the Uniform Construction Code, N.J.A.C. 5:23 and other applicable accessibility standards.

(iv) Each EVSE or Make-Ready parking space that is accessible for people with disabilities shall comply with the sizing of accessible parking space requirements in the Uniform Construction Code, N.J.A.C. 5:23 and other applicable accessibility standards.

(3) EVSE Parking.

(i) Publicly-accessible EVSE shall be reserved for parking and charging electric vehicles only. Electric vehicles shall be connected to the EVSE for a time frame not to exceed (3) three hours.

(ii) Electric vehicles may be parked in any parking space designated for parking, subject to the restrictions that would apply to any other vehicle that would park in that space.

(iii) Public parking. Pursuant to N.J.S.A. 40:48-2, publicly-accessible EVSE parking spaces shall be monitored by the Borough's Police Department and enforced in the same manner as any other parking. It shall be a violation of this Section to park or stand a non-electric vehicle in such a space, or to park an electric vehicle in such a space when it is not connected to the EVSE. Any non-electric vehicle parked or standing in a EVSE parking space or any electric vehicle parked and not connected to the EVSE shall be subject to fine and/or impoundment of the offending vehicle as described in the general provisions of this ordinance. Signage indicating the penalties for violations shall comply with Section 5 below. Any vehicle parked in such a space shall make the appropriate payment for the space and observe the time limit for the underlying parking area, if applicable.

(iv) Private Parking. The use of EVSE shall be monitored by the property owner or designee.

#### 4. Safety.

(i) Each publicly-accessible EVSE shall be located at a parking space that is designated for electric vehicles only and identified by green painted pavement and/or curb markings, a green painted charging pictograph symbol and appropriate signage pursuant to Section (v) below.

(ii) Where EVSE is installed, adequate site lighting and landscaping shall be provided in accord with Borough ordinances and regulations.

(iii) Adequate EVSE protections such as concrete-filled steel bollards shall be used for publicly-accessible EVSE. Non-mountable curbing may be used in lieu of bollards if the EVSE is setback a minimum of 24 inches from the face of the curb. Any stand-alone EVSE bollards should be 3 to 4 feet high with concrete footings placed to protect the EVSE from accidental impact and to prevent damage from equipment used for snow removal.

(iv) EVSE outlets and connector devices shall be no less than 36 inches and no higher than 48 inches from the ground or pavement surface where mounted, and shall contain a cord management system as described in (v) below. Equipment mounted on pedestals, lighting posts, bollards or other devices shall be designated and located as to not impede

pedestrian travel, create trip hazards on sidewalks or impede snow removal.

(v) Each EVSE shall incorporate a cord management system or method to minimize the potential for cable entanglement, user injury or connector damage. Cords shall be retractable or have a place to hang the connector and cord a safe and sufficient distance above the ground or pavement surface. Any cords connecting the charge to a vehicle shall be configured so that they do not cross a driveway, sidewalk or passenger unloading area.

(vi) Where EVSE is provided within a pedestrian circulation area, such as a sidewalk or other accessible route to a building entrance, the EVSE shall be located so as not to interfere with accessibility requirements of the Uniform Construction Code, N.J.A.C. 5:23 and other applicable accessibility standards.

(vii) Publicly-accessible EVSEs shall be maintained in all respects, including the functioning of the equipment. A 24-hour on-call contact shall be provided on the equipment for reporting problems with the equipment or access to it. To allow for maintenance and notification, the Borough of Bergenfield shall require the owners/designee of publicly-accessible EVSE to provide information on the EVSE's geographic location, date of installation, equipment type and model and owner contact information.

## 5. Signs.

(i) Publicly-accessible EVSE shall have posted regulatory signs, as identified in this section, allowing only charging electric vehicles to park in such spaces. For purposes of this section, "charging" means that an electric vehicle is parked at an EVSE and is connected to the EVSE. If time limits or vehicle removal provisions are to be enforced, regulatory signs including parking restrictions shall be installed immediately adjacent to, and visible from the EVSE. For private EVSE, installation of signs and sign text is at the discretion of the owner.

(ii) All regulatory signs shall comply with visibility, legibility, size, shape, color and reflectivity requirements contained within the Federal Manual on Uniform Traffic Control Devices as published by the Federal Highway Administration.

(iii) Wayfinding or directional signs, if necessary, shall be permitted at appropriate decision points to effectively guide motorists to the EVSE parking space(s). Wayfinding or directional signage shall be placed in a manner that shall not interfere with any parking space, drive lane or exit and shall comply with (ii) above.

(iv) In addition to the signage described above, the following information shall be available on the EVSE or posted at or adjacent to all publicly-accessible EVSE parking spaces:

- (a) Hour of operations and/or time limits if time limits or tow-away provisions are to be enforced by the municipality or owner/designee;
- (b) Usage fees and parking fees, if applicable; and
- (c) Contact information (telephone number) for reporting when the equipment is not operating or other problems.

#### 6. Usage Fees.

(i) For publicly-accessible municipal EVSE (**OPTIONAL**): In addition to any parking fees, the fee to use parking spaces within the municipality identified as EVSE spaces shall be \$5 for Level 2 Charging and \$50 for DC Fast Charging, for each hour that the electric vehicle is connected to the EVSE

(ii) This fee may be amended by a resolution adopted by the Governing Body.

(iii) Private EVSE: Nothing in this ordinance shall be deemed to preclude a private owner/designee of an EVSE from collecting a fee for the use of the EVSE, in accord with applicable State and Federal regulations. Fees shall be available on the EVSE or posted at or adjacent to the EVSE parking space.

Severability All provisions of this Ordinance are severable. If for any reason, any provision of this Ordinance is held to be invalid, the validity of the remainder of the Ordinance shall not be affected.

Effective Date. This Ordinance shall become effective upon final approval and publication, pursuant to law, and upon completion of all outstanding cases.

**NOTICE IS HEREBY GIVEN** that the foregoing Ordinance was introduced at a meeting of the Borough of Bergenfield on the 6th day of December, 2022 and passed on first reading, and the same was ordered for final passage at a meeting of the Council to be held at the Municipal Building in the Borough of Bergenfield, Bergen County, New Jersey, on the 20th day of December, 2022 at 8 p.m., at which time and place all persons interested will be given an opportunity to be heard concerning such Ordinance.

Marie Quinones

Borough Clerk