

TOWNSHIP OF LAWRENCE

Fire Marshal's Office

Edward Tencza, Fire Marshal

2207 Lawrenceville Road

Lawrenceville, NJ 08648

PHONE: (609) 844-7018 / FAX: (609) 844-0282

To All Lawrence Township Businesses:

This is your notice with regard to the Annual Fire Registration, under which the Uniform Fire Safety Code requires you to be registered. Due to the establishment of the Fire Inspection Program, the Township Commercial Business License has been eliminated and replaced with the Fire Code Registration. This is MANDATORY, to be renewed on an annual basis, otherwise, you may be subject to fines.

As you may know, the State of New Jersey enacted a statewide Uniform Fire Safety Code. This code applies to all structures, EXCEPT one and two family dwellings. It establishes the minimum standards for fire safety and establishes registration fees, permit fees and penalties for enforcement procedures.

Please complete the attached application forms and return them to the Lawrence Township Code Enforcement/Fire Prevention Office at the above address, along with a check or money order for the appropriate fee amount within thirty (30) days.

This year's fee schedule, as adopted by Ordinance No. 2079-11, is based on the square footage of the business premises, as follows:

Under 500 square feet	\$75.00
501 – 999 square feet	\$105.00
1,000 – 4,999 square feet	\$145.00
5,000 – 9,999 square feet	\$180.00
10,000 – 15,000 square feet	\$200.00
15,001 – 20,000 square feet	\$285.00
20,001 – 30,000 square feet	\$395.00
Over 30,000 square feet	\$620.00

- A. Billing dates, penalties. Billing for the basic inspection fees will take place in January of each year. Fees are due to the township by January 31 of the same year.
- B. Each business must register separately with the township. Individual leased spaces and buildings of a complex shall be billed separately.

In addition, the New Jersey Uniform Fire Safety Code provides for permits for certain activities or processes done on a daily basis. Attached you will find a Permit Survey Form; if any of the activities or processes apply to your business, you **MUST** indicate the appropriate type of permit on the application and apply the corresponding fee (in addition to the square footage fees). If you should have a question as to whether the permit applies to your business, please contact our office so that we may assist you in this determination. Permit fees are as follows:

Type I	\$54.00
Type II	\$214.00
Type III	\$427.00
Type IV	\$641.00

Once this is completed, total the amount of fees and submit the appropriate fee, along with the completed application.

NOTE: If any part of the last page of the application applies to your business (LIFE HAZARD USE), then you must disregard registering your business with the Township of Lawrence; but you must still fill out the Bureau of Fire Prevention Application and Life Hazard Use Application and mail them BOTH back to the Fire Prevention Office. We will register your business accordingly with the State of New Jersey, Division of Fire Safety, who will then bill you through their office.

If you should have any questions concerning this matter, please contact the Fire Marshal's Office at (609) 844-7018.