

COUNTY OF BURLINGTON
DEPARTMENT OF PUBLIC SAFETY SERVICES
DIVISION OF INVESTIGATIONS & INSPECTIONS
P.O. BOX 6000
MOUNT HOLLY, NJ 08060
PHONE: 609-702-7158
FAX: 609-702-7100

APPLICATION FOR PERMIT

All information is required

EVENT INFORMATION

EVENT NAME:	EVENT START & FINISH TIMES:
FACILITY NAME:	ADDRESS:
MUNICIPALITY: ZIP:	COUNTY: BURLINGTON

APPLICANT INFORMATION

NAME:	BUSINESS NAME:	
BUSINESS ADDRESS:	MUNICIPALITY:	ZIP:
COUNTY:	STATE:	BUSINESS PHONE #
HOME PHONE #:	CELL PHONE #:	FAX #:
E-MAIL ADDRESS:	DATE(S) REQUESTED FOR THIS APPLICATION:	

The above applicant requests permission to conduct the following activity at the above event and location:

And / or for the storage, occupancy, use, sale, handling or manufacturing of the following:

State quantities and method for each category or material to be stored or used:

To better understand your request for a "Fire Code Permit", please fill out the next page of requested information and return with your application.

I hereby acknowledge that the information given is correct and agree to comply with all requirements of the New Jersey Uniform Fire Code as well as any specific conditions imposed, and, if not, this permit may be revoked and I will be subject to penalties as provided by law.

_____ _____ _____
Applicants name - printed Applicants signature Date

NOTE: APPLICATION MUST BE RETURNED A MINIMUM OF TEN DAYS PRIOR TO THE EVENT DATE ALONG WITH A CHECK OR MONEY ORDER (CALL FOR CORRECT AMOUNT) AND IF MAILING USE THE ADDRESS IN THE UPPER LEFT HAND CORNER

FOR OFFICIAL USE ONLY		
Permit Type: _____	[] Conditions Imposed [] Denied	Municipal Code: _____
Registration# _____	FIRE OFFICIAL SIGNATURE: _____	
Check or Money Order # _____	Date Received: _____	

Outdoors

Will you be using a tent or canopy (please check one): Yes No

What are the dimensions of the tent or canopy: _____ Will you be cooking under it (please check one): Yes No

How will you be cooking (please check one): Grilling Deep frying Other (explain): _____

What will you be cooking: _____

Type of appliance: _____ Type of fuel to be used: _____

I'm not cooking on site, just keeping prepared food warm by use of sterno devices (please initial): _____

Will you be utilizing a generator for electric power (please check one): Yes No

What other electrical appliance(s) will be used under the tent or canopy: _____

Indoors

I'm not cooking on site, just keeping prepared food warm by use of sterno devices (please initial): _____

If tables and chairs are being used provide a layout sketch showing where the tables, chairs or combinations will be located and how many people are to be seated at each one. Include information such as:

Table dimensions such as: 5 foot round with 8 per table or 30 inch by 72 inch rectangle with 6 per table
or any other tables being used such as to serve food from or used for refreshments.

Just chairs: Show how they will be arranged with aisles between them and a total number expected.

Along with this Application, please provide a sketch of:

Your appliance layout under the tent or canopy that you will be cooking under
OR

The layout of the table and chair arrangements or just chair arrangement of the tent,
canopy, or room within a facility that you will be utilizing along with the
total number of people expected _____

When completed, you can:

Postal Mail / Deliver to:

County of Burlington
Department of Public Safety Services
Division of Investigations and Inspections
53 Academy Drive,
Westampton, NJ 08060

Fax to: 609-702-7100

Email:

ADMINISTRATIVE APPEAL RIGHTS

The owner of the premises or of the use, or an authorized agent of the owner MAY CONTEST THIS ORDER at an Administrative Hearing. The request for a hearing must be in writing within 15 days after the receipt of this order, accompanied with a check for \$100.00 made payable to "Burlington County Construction Board of Appeals", and addressed to:

Burlington County Construction Board of Appeals
c/o Board Secretary
1900 Briggs Road
Mount Laurel, NJ 08054

In accordance with N.J.A.C. 5:70-2.19 an appeal shall be signed by a proper party and shall include:

- a) The date of the act, which is subject of the appeal;
- b) The name and status of the person submitting the appeal;
- c) The specific violations or another act claimed to be in error; and
- d) A concise statement of the basis for the appeal.

You are advised that only matters deemed to be CONTESTED CASES, as defined by the Administrative Procedure Act, will be scheduled for a Hearing. If a hearing is scheduled, you will be notified in advance of the time and place.

EXTENSIONS

If a specified time has been given to abate a violation, YOU MAY REQUEST AN EXTENSION OF TIME by submitting a written request to the **BURLINGTON COUNTY FIRE MARSHAL**. To be considered, the request must be made before the compliance date specified and must set forth the work accomplished, the work remaining, the reason why an extension of time is necessary and the date by which all work will be completed.

TAKE NOTE THAT, pursuant to N.J.A.C. 5:70-2.10(d)2, an application for an extension constitutes an admission that the violation notice is factually and procedurally correct and that the violations do or did exist. In addition the requestor an extension constitutes a waiver of the right to a hearing as to those violations for which an extension is applied.

PENALTIES

Pursuant to N.J.A.C. 5:70-2.12, a violation of the Code is punishable by monetary penalties of not more than \$5,000 per day for each violation. Each day a violation continues is an additional, separate violation except while an appeal is pending.

ALSO TAKE NOTE THAT, pursuant to N.J.A.C. 5:70-2.12A, when an owner has been given of the existence of a violation and has not abated the violation, that owner shall, in addition to being liable to the penalty provided for by N.J.A.C. 5:70-2.12, be liable to a dedicated penalty in the like amount.

A violation that is recurring justifies imposition of an immediate penalty without the necessity for an interval in which corrections can be made. A violation shall be deemed to be a recurring violation if a notice has been served within two years from the date that a previous notice was served and the violation, premises and responsible party are substantially the same.

Claims arising out of penalty assessments can be compromised or settled if it shall be likely to result in compliance. Moreover, no such disposition can be finalized while the violation continues to exist.

Any penalties assessed are in addition to others previously assessed. Penalties must be paid in full within 30 days after an order to pay. If full payment is not made within 30 days, the local enforcing agency may institute a civil penalty action by a summary proceeding under the Penalty Enforcement Law (N.J.S.A. 2A:58-10 et seq.) in Superior Court or municipal court.

NOTICE:

If you require guidance or advice concerning your legal rights, obligations or the course of action you should follow, consult your own advisor.