



# Hamilton Fire Department

## Fire Prevention Bureau

200 Mercer St

Hamilton, N.J. 08690

609-890-6927 Office 609-587-9030 Fax

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### PERMIT CONDITIONS

#### Welding & Cutting Permit Conditions

- Must have charged, tagged, and inspected fire extinguisher available
- Must have dedicated person to serve as Fire Watch during welding
- Must remain on location minimum of 30 minutes after welding or burning is completed
- Fire Alarm may be disabled in welding zone, advance notice is required to the Fire Bureau 609 890-6927
- Must use appropriate batting, guards or heat shields
- Fuel gas cylinders may not be stored inside
- Cylinder valves must be closed, regulators removed and caps in place at end of work

#### Tar Pot/Kettle Permit Conditions

- Must have minimum two charged tagged & inspected 8A:60BC dry powder extinguishers available at all times, 1 at tar pot, one on roof.
- Must secure fuel cylinders to prevent knock over or damage
- Must keep tar kettle at least 15 feet from building exterior, must not block exits or emergency vehicle access, Fire Department Connections.
- Must provide trained operator for tar pot
- Tar billets may not be placed or stored where they block exits or fire department connections
- Operator must remain on location for 30 minutes after tar pot is turned off.
- Never use water on tar pot fires!
- Must have means of contacting FD readily available

#### Torch-Down Roof Permit Conditions

- Must call the Fire Prevention Office (609) 890-6927 half hour prior to starting work
- May not apply torch down roof when winds exceed 25 MPH
- Must have charged fire extinguisher or water hose within reach
- Must remain on location for minimum 30 minutes after terminating work
- Must use only sufficient heat to soften tar
- May not keep more than one propane torch per crew on roof
- May not store roofing materials or propane where it blocks egress, Fire Dept. Connections or emergency vehicle access
- May not disable fire protective devices during process
- Must notify ALL occupants when work is in progress
- Must have means of contacting FD readily available
- May not use gasoline for clean-up or torch fuels.

#### Cooking/Range Hood Permit Conditions

- Must file in writing or a fixed service label on hood of a cleaning schedule for range hood, filters ducts and fan
- Fire suppression system must be serviced every 6 months
- Must have Type K extinguisher(s) available
- Must maintain original position of cooking equipment beneath suppression nozzles
- Exhaust fans must be used when appliances are used
- All filters must be in place and properly positioned
- Mesh type filters not permitted

#### Campfire/Bonfire Permit Conditions

- May only use dry seasoned hardwood firewood
- No accelerants or flammable liquids may be used to ignite fire
- May only use paper or light kindling to ignite fire
- Must completely extinguish fire at end of use
- Must have extinguishing equipment readily available-garden hose, shovel, fire extinguisher
- May not burn fire if winds exceed 25 mph
- Fire must be completely enclosed in "fire ring" or container
- Bonfires may not exceed 5 feet by 5 feet
- Bonfires may not be located within 75 of any building or wild lands

#### Propane Cylinder Exchange Permit Conditions

- Must be located per NJ Fire Codes
- Bollards must be installed to prevent vehicle impact
- No storage permitted outside, around, or on top of cabinets
- Bollards must be appropriately installed
- No discharging or venting of propane permitted
- Maximum of three exchange cabinets permitted
- No Smoking signs must be posted and observed

#### LP Gas Cooking Permit Conditions

- Cylinders must be secured to prevent knock over or damage
- Cylinders must be used in upright position
- Charged, tagged and inspected fire extinguisher must be provided
- May not use equipment beneath tents or canopies
- May not be located within access or reach of public
- May not use under any porch, balcony or overhang



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### Above Ground Storage Tank Permit Conditions

- Must stencil exact contents of tank on all four sides in contrasting color letters at least 3 inches in heights
- Must install NFPA 704 placarding on all four sides of tanks
- Must provide secondary containment berms for all tanks of sufficient capacity 150% of the tank's listed capacity
- Must provide venting and emergency venting
- Must not allow accumulation of water or debris in containment enclosure
- Wiring must be in conformance with National Electrical Code
- Tanks must be properly protected from vehicle impact
- Tanks must not be placed too close to buildings, lot lines or under power lines.

### Hazardous Material Storage Permit Conditions

- Warning signs posted at fence gate, room, tanks and entrances
- Containment provided equal to amount of materials stored
- Inventory statement filed with FD at repository
- Isolation or separation from incompatible or reactive materials
- Neutralization and spill absorbents available
- Personal Protective Equipment available
- Special ventilation or monitoring equipment installed where required

### Use of Assembly Spaces Permit Conditions

- Must furnish drawing showing the seating arrangements, exits, aisles and access
- Must not block or lock ANY exit door or access
- Must not exceed the posted occupancy load for any space
- NO PYROTECHNICS without separate permit
- NO Open Flame or Lights
- An announcement shall be made at the beginning of each use indicating the location of the exits
- No cooking or gasoline powered equipment in assembly area
- All Decorations, scenery, sets or backdrops must be of flame retardant materials or appropriately treated with fire retardant materials and tested by the Fire Official.
- Decorations shall not block or obstruct the sprinklers, fire alarms, fire extinguishers, exit signs or emergency lighting.
- All wiring shall be installed per National Electrical Code.

### Overnight Stays Permit Conditions

- Adult to child ratio maintained throughout event
- Smoke detection provided
- Guides/Chaperones must be trained in evacuation procedures
- Notifications made to Police in advance of event
- Exits unlocked, not blocked or obstructed
- Do not exceed posted occupancy load for room or space
- No open flames or light
- No campfires or portable space heaters of any type permitted

### Tents Canopies or Mazes

**CANOPY.** A structure, enclosure or shelter constructed of fabric or pliable materials supported by any manner, except by air or the contents it protects, and is open without sidewalls or drops on 75% or more of the perimeter.

**TENT.** A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

The erection, operation, or maintenance of any tent, tensioned membrane structure, or canopy, excluding those used for recreational camping purposes, that meets the criteria in (a)3xvi(1) or (2) below shall require a Type 1 permit. Tents, tensioned membrane structures, or canopies greater than 16,800 square feet in area and greater than 140 feet in any dimension, whether one unit or composed of multiple units; remaining in place for more than 180 days; used or occupied between December 1 and March 31; having a permanent anchoring system or foundation; or containing platforms or bleachers greater than 11 feet in height shall be subject to the permitting requirements of the Uniform Construction Code (N.J.A.C. 5:23-2.14).

(1) The tent, tensioned membrane structure, or canopy is greater than 900 square feet and more than 30 feet in any dimension whether it is one unit or composed of multiple units, but 16,800 square feet or less in area and 140 feet or less in any dimension, whether it is one unit or composed of multiple units.

(2) The tent, tensioned membrane structure, or canopy contains platforms or bleachers 11 feet or less in height; The erection, operation, or maintenance of any outdoor combustible maze shall require a Type 1 permit if the outdoor combustible maze is less than six feet in height and does not contain electrical equipment. Outdoor combustible mazes that are six feet or greater in height or contain electrical equipment shall be subject to the permitting requirements of N.J.A.C. 5:23-2.14.

(1) For the purposes of applying this requirement, an outdoor combustible maze is an attraction that lacks a roof and is designed to disorient patrons, reduce vision, present barriers, or otherwise impede the flow of traffic and does not consist solely of living rooted plants such as corn stalks or trees, but includes mazes created from plants that have been cut and attached to an object to support them.

(A) Mazes consisting solely of living, rooted plants, such as corn stalks or trees, may be repaired using cut, replacement plants that are otherwise the same as those of which the maze is created without the need for a permit.

(B) No permit shall be required for mazes up to 42 inches in height created of bales of hay or straw.

### Vacant Unoccupied Premises Permit Conditions

- Property secured to prevent unauthorized entry.
- Fire protection systems must be maintained unless permission from the Fire Official is given.
- Utilities that represent a potential source of ignition shall be disconnected.
- Accumulation of combustible materials/storage shall be removed.
- Property shall be placarded as per the NJ UFC



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**PERMIT TYPES AND FEE SCHEDULE**

**Type 1 Permit - Fee \$54.00**

1. Bonfires;
2. The use of a torch or flame producing device to remove paint from, or seal membrane roofs on, any building or structure;
3. The occasional use of any non-residential occupancy other than Use group F, H, or S for group overnight stays of persons over 2-1/2 years of age, in accordance with N.J.A.C. 5:70-3, the State Fire Prevention Code, Section 408.14;
4. Individual portable kiosks or displays in a covered mall (contact the Fire Official);
5. The use of any open flame or flame-producing device, in connection with any public gathering, for purposes of entertainment, amusement, or recreation;
6. Welding or cutting operations except where the welding or cutting is performed in areas approved for welding by the fire official and is registered as a type B life hazard use;
7. The possession or use of explosives or blasting agents, other than model rocketry engines regulated under N.J.A.C. 12:194;
8. The use of any open flame or flame producing device in connection with the training of non-fire service personnel in fire suppression or extinguishment procedures
9. The occasional use in any building of a multipurpose room, with a maximum permitted occupancy of 100 or more for amusement, entertainment or mercantile type purposes.
10. The storage or handling of class I flammable liquids in closed containers of aggregate amounts of more than 10 gallons, but not more than 660 gallons inside a building, or more than 60 gallons, but not more than 660 gallons outside a building.
11. The storage or handling of class II or IIIA combustibles liquids in closed containers of aggregate amounts of more than 25 gallons, but not more than 660 gallons inside a building, or more than 60 gallons, but not more than 660 gallons outside a building.
12. Any permanent cooking operation that requires a suppression system in accordance with N.J.A.C. 5:18-4.7(g) and is not defined as a life hazard use in accordance with N.J.A.C. 5:18-2.4.
13. Tents, canopies, tensioned membrane structure, greater than 900 sq. ft total and more than 30 feet in any dimension less than 16,800 sq. ft or contains platforms or bleachers 11 feet or less in height.
14. The temporary use of any building or portion thereof as a special amusement building for a total of not more than 15 days in a calendar year.
15. Tents, canopies, tensioned membrane structure, greater than 900 sq. ft total and more than 30 feet in any dimension less than 16,800 sq. ft between April 1<sup>st</sup> and November 30<sup>th</sup>.  
More than 16,800 sq. ft used between December 1<sup>st</sup> and March 31<sup>st</sup> shall be subject to NJ UCC permitting requirements
16. The erection, operation, or maintenance of any outdoor combustible maze. (contact the Fire Official)
17. The use of a Group A-4 use, place of worship, as a shelter with a maximum permitted occupant load of 14 persons, for 14 or fewer consecutive days, for not more than 49 days in accordance with Section 408.15 of the State Fire Prevention Code;
18. Unoccupied or vacant buildings or structures 2,500 sq. ft or more, but less than 12,000 sq. ft, in gross area

**Type 2 Permit - Fee \$214.00**

1. Bowling lane resurfacing and bowling pin refinishing involving the use and application of flammable liquids or materials;
2. Fumigation or thermal insecticide fogging;
3. Carnivals and circuses employing mobile enclosed structures used for human occupancy;
4. Use of a covered mall (contact the Fire Official);

5. Storage outside of building of liquefied petroleum gas cylinders or other compressed gas containers when part of a cylinder exchange program;
6. Unoccupied or vacant buildings or structures 12,000 sq. feet or more, but less than 100,000 sq. feet, in gross floor area;
7. The use of any building or portion thereof previously registered as a LHU for mercantile purposes on a temporary basis.  
Exception: No permit shall be required for any mercantile use registered as a LHU.
8. The storage or retail sales of sparkling devices and novelties in any temporary or permanent structure, when the pyrotechnic content exceeds 125 pounds; as defined in Section 202, and shall comply with Section 5609, and NFPA 1124.

**Type 3 Permit - Fee \$427.00**

1. Industrial processing ovens or furnaces operating at approximately atmospheric pressures and temperatures not exceeding 1,400 degrees Fahrenheit which are heated with oil or gas fuel or which contain flammable vapors from the product being processed;
2. Wrecking yards, junk yards, outdoor used tire storage, waste material handling plants, and outside storage of forest products not otherwise classified; or
3. The storage or discharging of fireworks
4. Unoccupied or vacant buildings or structures 100,000 sq. ft or more in gross floor area.

**Type 4 Permit - Fee \$641.00**

1. Storage or use at normal temperature and pressure of more than 2,000 cubic feet of flammable compressed gas or 6,000 cubic feet of nonflammable compressed gas;
2. The production or sale of cryogenic liquids; the storage or use of more than 10 gallons of liquid oxygen, flammable cryogenic liquids or cryogenic oxidizers; or the storage of more than 500 gallons of nonflammable, non-toxic cryogenic liquids;
3. The storage, handling, and processing of flammable, combustible, and unstable liquids in closed containers and portable tanks in aggregate amounts of more than 660 gallons;
4. To store or handle (except medicines, beverages, foodstuffs, cosmetics, and other common consumer items, when packaged according to commonly accepted practices):
  - a. More than 55 gallons of corrosive liquids;
  - b. More than 500 pounds of oxidizing materials;
  - c. More than 10 pounds of organic peroxides;
  - d. More than 500 pounds of nitromethane;
  - e. More than 1,000 pounds of ammonium nitrate;
  - f. More than one microcurie of radium not contained in a sealed source;
  - g. More than one millicurie of radium or other radiation material in a sealed source or sources;
  - h. Any amount of radioactive material for which a specific license from the Nuclear Regulatory Commission is required; or
  - i. More than 10 pounds of flammable solids.
5. The melting, casting, heat treating, machining or grinding of more than 10 pounds of magnesium per working day; or