

**TOWNSHIP OF LAWRENCE**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**

**Division of Code Enforcement**

**Dale Robbins, Fire Marshal**

2207 Lawrenceville Road  
Lawrenceville, NJ 08648  
(609) 844-7018/844-7021  
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	\$70.00
501 – 999 square feet	\$100.00
1,000 – 4,999 square feet	\$140.00
5,000 – 9,999 square feet	\$175.00
10,000 – 15,000 square feet	\$195.00
15,001 – 20,000 square feet	\$275.00
20,001 – 30,000 square feet	\$385.00
Over 30,000 square feet	\$600.00

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	\$42.00/year
Type II	\$166.00/year
Type III	\$331.00/year
Type IV	\$497.00/year
Type V (AIRPORTS ONLY)	\$1,380.00/year

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 Prevention Office at (609) 844-7018 and speak to either Kelly Barkalow or Dale Robbins,

Sincerely,

**Dale Robbins**  
**Fire Marshal**