Pine Hill Public Schools

REQUEST FOR USE OF SCHOOL FACILITY

It is the policy of the Pine Hill Public Schools to make school facilities and grounds available to a variety of organizations belonging to Pine Hill Public Schools and inside and outside of Pine Hill Borough. Such use is subject to certain guidelines contained in this Policy and its accompanying Regulation. Facility and personnel fees vary dependent on the organization.

Steps:

- Determine your Class
- Check the fee schedule
- Read the complete *Use of School Facilities Terms & Guidelines*
- Fill out the *Request for Use of School Facility* form
- Fill out and sign the *INDEMNITY & HOLD HARMLESS AGREEMENT*
- Provide *Proof of Insurance*
- Upon receipt of invoice provide check for payment made out to the Pine Hill Board of Education as per fee Schedule.
- Send all documents to:
  Overbrook High School
  Attn: Kim Riley
  1200 Turnerville Road
  Pine Hill NJ 08021

* Note that **ALL NON-PROFIT** organizations or individuals must provide a federal ID number or tax exempt certificate.

Any individual or group that cannot provide this information will be considered a private interest group.

The Superintendent or Superintendent's designee reserves the right to determine an individual or organization Class based upon the information provided.

Questions regarding the Class status of your organization or use of facilities may be directed to Kim Riley 856-767-8000 x 3023 or by email to kriley@pinehillschools.org

Applicable Fees for each Class are detailed on Page 2

Class I

School Groups

- A group made up of Pine Hill Public Schools students led by a Pine Hill Public Schools employee paid by the district or by a supplemental contract issued by the school district *(i.e., school sport, school musical)*
- An activity scheduled by the school for the benefit of Pine Hill students *(i.e., PTA's , school carnival)*

Borough/Town Group

- An activity scheduled through the Borough of Pine Hill directly with the Pine Hill BOE *(i.e., Rec Basketball, Wrestling, Soccer, etc.)*

Class II

*Student Group**

- A non-profit group operating for the benefit of Pine Hill Students *(i.e., scouts, Booster Groups)*

At least 50% of participants must be Pine Hill residents.

*Non-Profit Group**

- A non-profit group operating **within the boundaries of Pine Hill Public Schools**.

*Service Organization**

- A service organization benefiting students and the Pine Hill Public Schools community *(i.e. Lions Club, Rotary)*

Class III

*Non-Profit Group**

- A non-profit group operating **outside the boundaries of the Pine Hill Public Schools** including, but not limited to, parochial, private, or public schools

Private Interest Groups

- Businesses and/or individuals operating **within the boundaries of the Pine Hill Public Schools** for the purpose of profit.
- Individuals or groups operating **within the boundaries of the Pine Hill Public Schools** that cannot provide tax-exempt information.

Pine Hill Public Schools

FACILITY / PERSONNEL FEE SCHEDULE

ANY GROUP scheduling an event outside of school days/hours including, but not limited to weekends, holidays, school breaks (i.e., summer, spring & winter break) will be required to pay personnel labor fees for any non-customary use of custodial and/or maintenance employees beyond their normal working shifts. This includes extra staff brought in and any OT incurred by said event.

* Any use of the Kitchen will require the scheduling of a Kitchen staff member to operate all equipment.

Pine Hill Public Schools reserves the right to require security for both indoor and outdoor events at the expense of the User. Security may be provided by the Pine Hill Police Department, a member of Pine Hill Public Staff, or by the organization with a pre-approved security plan.

All Labor Rates are below:

Maintenance/Custodians.....$70/hr

Kitchen Staff..... $TBD/hr

Event Tech/Staff.....$35/hr

Student Tech.....Minimum Wage

FEES ARE NON-NEGOTIABLE

Facility and personnel labor fees are assessed to protect the investment made by our community in the Pine Hill School District. Fees are used to cover the expense of personnel, facility maintenance and upkeep as well as supply and utility costs.

The Facility/Personnel Fee Schedule is approved by the Board of Education and is non-negotiable. Failure to abide by the Fee Schedule can result in Pine Hill Public Schools refusing subsequent requests.

Inside Facilities		CLASS I	CLASS II	CLASS III
FACILITY	LOCATION	FACILITY FEE	FACILITY FEE	FACILITY FEE
Classroom	All	$ 0	$ 100.00*	$ 175.00
Faculty Lounge	HS/MS	$ 0	$ 100.00*	$ 200.00
Media center (Library)	HS/MS/Elem.	$ 0	$ 100.00*	$200.00
Auditorium (additional fees for audio/visual)	HS/MS	$ 0	$ 100.00*	$ 600.00(up to 4 hours) Add'l fees apply after 4 hours.
Cafeteria (additional fees to use the kitchen).	HS /MS/Elem.	$ 0	$ 100.00*	$ 300.00

Athletic Facilities		CLASS I	CLASS II	CLASS III
FACILITY	EVENT TYPE	FACILITY FEE	FACILITY FEE	FACILITY FEE
Gym	Single	$ 0	$ 100.00*	$100/hr
Outside Courts	Single - Day	$ 0	$ 100.00*	$ 100/hr
HS Track	Single	$ 0	$ 100.00*	$ 50/hr
Athletic JV Fields	Single	$ 0	$ 100.00*	$ 50/hr

* Fee is per season where marked with an asterisk.

AFTER READING THROUGH PLEASE GO TO THE LINK BELOW TO COMPLETE YOUR ONLINE REQUEST:

https://nj15.mlschedules.com/Login.aspx

CHARGES & PAYMENT FOR USE

Organization/Groups responsible for facility and/or personnel fees must provide payment for Facility Fees upon application. Additional charges, if necessary will be invoiced following the event and will be immediately due. Unpaid fees may prevent a group from being permitted to use district facilities. If request is denied, payment will be refunded. Payment should be remitted to:

Pine Hill Public Schools
Attn: Kim Riley
1200 Turnerville Road
Pine Hill , NJ 08021

Pine Hill Public Schools

INSURANCE COVERAGE

The Pine Hill School District has been informed by its insurance carrier that we are required to meet the standards listed below in the area of General Liability in order for you to use our facilities/property as a Class II & III groups Before you can use the facilities/property, you must provide us with a certificate of insurance that fulfills these five requirements. Please return your insurance certificate and the hold harmless agreement within fourteen (14) days prior to the event.

1. Commercial General Liability with a $1,000,000.00 Combined Single Limit of Liability for bodily injury and property damage, including Blanket Contractual, Premises and Products Liability
2. Private Coverage to be primary
3. Pine Hill Board of Education to be named "Additional Insured" (This must be stated on the insurance certificate.
4. User must execute a Hold Harmless Agreement
5. Sports Associations must show evidence that their General Liability Policy will respond to injuries sustained by athletic participants, or show a Certificate of Insurance evidencing an Athletic Participants medical payments policy.

ORGANIZATION REPRESENTATIVE

One person shall be designated by the contracting organization to assume the responsibility for the conduct of all persons in the organization. That person's name, phone number and email address must appear on the Pine Hill Public Schools Request for School Facility application.

All requests must be made by the designated organization representative. No communications relative to the use of any facility shall be made through third-party representatives. The individual representing the contracting party shall assume full responsibility for assuring that the regulations set forth in the agreement are followed.

The designated organization representative will be responsible for signing the contract and for any and all payment due to Pine Hill Board of Education.

CANCELLATIONS

In the event school is canceled due to weather or any reason beyond the control of the school district, events previously scheduled for that day or evening will also be canceled. Pine Hill Board of Education reserves the right to cancel, reschedule any event if the facility is needed for a Pine Hill Board of Education function.

GENERAL GUIDELINES

1. All Class II and Class III organizations must submit an "Application for Use of School Facilities" to the Superintendent not less than 45 days prior to the event.
2. All Class II and Class III organizations must provide a Certificate of Insurance (See INSURANCE COVERAGE) and signed Hold Harmless Agreement.
3. The User shall leave the school buildings and facilities in the same condition as prior to use. Use of fields during or after inclement weather is prohibited.
4. The group using the facilities shall be held responsible for all damages, which are caused by or are a result of its activity.
5. Damage to any facility must be immediately reported to the school employee on duty and all costs of damages shall be paid to the Board of Education within 30 days of the scheduled activity.
6. Food and beverages are not permitted in any indoor facility except for the HS ,MS and Elementary Café.
7. Consumption of alcohol in any form shall not be permitted on school premises, nor shall any person possessing same be allowed on premises.
8. Smoking is not permitted anywhere on school grounds.
9. Use of facilities shall comply with all state and local fire, health, safety and police regulations and shall be limited to the use requested and approved.
10. The Board of Education assumes no responsibility for bodily injury or damage or loss of personal property.
11. Any organization requesting use of a school facility is responsible for the conduct of participants at all times and must provide adult supervision for the entire time the facility use has been approved.
12. Group participants are only permitted in the area requested and are not allowed access to other rooms in the building.
13. Any organization requesting the use of the kitchen facilities will require a Kitchen employee at the designated rate to operate the equipment in the kitchen and will provide their own food. Access to kitchen store rooms and refrigerators/freezers will be strictly limited.
14. The Board of Education reserves the right to take any action necessary to preserve order or to protect the property and facilities within its jurisdiction.
15. Any violation of the above will result in the termination of this and future agreements by the Superintendent pending Board action.
16. If a group cancels an event that requires staffing or prior set up it must be cancelled within 48 hours prior to the event or you will be charged the staffing/set up fees. Contact must be made via phone with the facilities coordinator.

Pine Hill Public Schools

INDEMNITY & HOLD HARMLESS AGREEMENT

Group: _____
(Print name of Group)

Name: _____
(Print name of responsible individual)

Address: _____

_____

Agrees to indemnify and hold harmless the Pine Hill Public School District, its officers, employees, volunteers and agents, from and against all claims, damages, losses and expenses, including reasonable attorney's fees in case it shall be necessary to file an action 1) for personal or bodily injury, illness or death, or for property damage, including loss of use, and; 2) cause in whole or in part by _____'s negligent act or omission or that anyone employed by them be liable. This Indemnification and agreement shall apply to all instances whether Pine Hill Public School District, its officers, employees, volunteers, and/or agents, is/are made a party to the action or claim or is subsequently made a party to the action by third-party-in pleading or is made a party to a collateral action arising, in whole or in part, from any issues emanating from the original cause of action or claim.

We _____ (organization) agree to comply with the Concussion policy of the Pine Hill School District and the State of New Jersey and that all of our coaches have taken the NFHS concussion certification course before use of facilities. Copies of certification for each coach must be provided prior to the start of the season. The test can be taken online at www.nfhslearn.com

By: _____
(Signature)

Date: _____

PINE HILL PUBLIC SCHOOLS
Central Administration
1003 Turnerville Road ▲ Pine Hill, New Jersey 08021 ▲ Central Office: 856.783.6900
Business Office: 856.784.8887 ▲ Fax: 856.783.2955

Waiver/Release for Use of Facilities- COVID-19

In consideration of the *Pine Hill School District* permitting the organization or entity named below to utilize *Pine Hill School District* facilities for a non-District-affiliated program, the undersigned, on behalf of the organization and with full authority to commit it to these terms, acknowledges, agrees and certifies that the organization will:

- Fully comply with ALL COVID-19 New Jersey state sport guidelines promulgated through the Governor's Executive Orders, New Jersey Department of Health, or the New Jersey State Interscholastic Athletic Association.
- Follow ALL current CDC guidelines applicable to youth sports, as updated from time to time – see: https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html

I understand that failure to comply with this Agreement will result in immediate revocation of my organization's permission to use District facilities.

In addition, as an express condition of being permitted to use District facilities, the organization releases and waives any claims against the *Pine Hill Board of Education*, its trustees, employees and agents, arising in any manner from COVID-19 infection, and agrees to indemnify and hold harmless the *Pine Hill Board of Education*, its trustees, employees and agents, from liability arising from the organization's failure to comply with this Agreement or for any and all claims for exposure to COVID-19, including serious injury or death, arising from the organization's use of School District facilities.

I HAVE READ THIS AGREEMENT FULLY, UNDERSTAND ITS TERMS, AM AUTHORIZED TO BIND THE BELOW ORGANIZATION TO ITS TERMS, AND SIGN THIS DOCUMENT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Name of Organization: _____

Name of authorized agent: _____

Signature of agent: _____

Date signed: _____

Pine Hill School District

Emergency Protocols for Outside Organizations

All school districts in New Jersey are required to have a school safety and security plan. Each plan must be designed locally with the help of law enforcement, emergency management, public health officials and all other key stakeholders. All plans must be reviewed and updated on an annual basis. These plans include procedures to respond to critical incidents ranging from bomb threats, fires and gas leaks, to an active shooter situation.

The purpose of this document is to identify the emergency protocols that should be utilized by outside organizations when responding to emergency situations that should arise when utilizing a Pine Hill School District Facility in accordance with NJS18A:41-7c:

"A local board of education and chief school administrator of a nonpublic school shall provide to all persons who supervise youth programs that are not sponsored by the school district or nonpublic school, but operate a program in a district or nonpublic school building before or after school hours, on the weekend, or during a period when school is not in session, information on school district or nonpublic school practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency response protocols, and emergency contact information. It shall be the responsibility of the organization that sponsors the youth program to train the program's employees and volunteers on the school security and emergency procedures in effect in the school building in which the youth program is located. The organization that sponsors the youth program shall file a statement of assurance with the school district superintendent or chief school administrator of the nonpublic school that it has complied with the training requirements prior to the district or nonpublic school authorizing the use of the school building."

This document will provide practices and procedures in the event of a school safety or security incident to be utilized by an outside organization using a Pine Hill School District Building. In addition, the leaders of the organization should develop protocols for attendance taking to be used in the event of an emergency.

By agreeing to utilize a Pine Hill School District Facility, the organization will sign the statement of assurance attached that ensures all employees and volunteers are trained in the school security and emergency procedures outlined in this document.

Emergency Information and Contacts:

A. Emergency Responders Contact Information
   a. 911
   b. Pine Hill Police: 856-783-1549
   c. Pine Hill Fire Department: 856-783-8666
B. Pine Hill School District Contacts
   a. Melissa Williams – Superintendent - 609-221-8886
   b. John Carullo – School Safety Specialist/OHS AP - 609-238-0611
   c. Cherie Bratty – Business. Administrator - 856-371-9288
   d. Russell Lewis – Facilities - 609-209-2383
C. All Calls in Each Building - From Any Phone in the School Building
   a. OHS: 3810-00
   b. PHMS: 4810-00
   c. Bean: 2810-0
   d. Glenn: 1810-0

Emergency Event Explanation and Actions

Term	Explanation	Actions
Fire Evacuation	Audible Fire Alarm sounds. Buildings are vacated by exits clearly marked in each classroom unless those exits are deemed unsafe at which point the closest safe exit is utilized.	- Fire Alarm will sound -All persons should exit via designated Fire Drill locations outlined on the placard or exit signs within each space. -Attendance should be taken in order to account for all organization members. -Once first responders deem the building safe, utilize the all call system to resume normal activities
Shelter in Place	All persons are to remain in classrooms / instructional areas. If needed, relocate people outside the building to inside. No movement in hallways or other common areas including the changing of classes. This procedure is used for when there is a need to keep the hallways in the building clear (i.e. bomb threat)	-Utilizing the All Call System, make an announcement and say "Please Shelter in Place at this time" -Everyone in a hallway should report to a classroom or area and remain there. -Attendance should be taken in order to account for all organization members. -If needed, relocate organization members outside the building back inside. -Once first responders deem the building safe, utilize the all call system to resume normal activities.
Lockdown	Significant threat to the safety of the building occupants. All interior/exterior doors are locked. All occupants seek cover and concealment to protect from an active assailant. This procedure is used when there is an active threat somewhere in the building.	-Utilizing the All Call System, make an announcement and say "Lockdown - Locks, lights, out of sight." -Bring all persons in from the hallway, lock door, place cover over door if safely possible, turn off all lights and move away from classroom door and out of sight. -Attendance should be taken in order to account for all organization members. -If outside move as far away from the building as safely possible -First Responders will unlock rooms and spaces and give further instructions. -Once first responders deem the building safe, utilize the all call system to resume normal activities
Non-Fire Evacuation	All occupants are directed to evacuate to a specific area as directed. This procedure is used when there is a larger issue in the building that requires more than room clearing (gas/water leak etc., typically called for by law enforcement)	-Utilizing the All Call System, make an announcement and say "Please Evacuate the Building at this time" - Move all occupants out of the building and as far from the building as safely possible. Once first responders deem the building safe, utilize the all call system to resume normal activities
Room Clear Protocol	Directs the occupants of a specific classroom or area to immediately leave the room or area and relocate to another location under the care of a staff member. Typically used in conjunction with a shelter in place when there is an issue in a specific room (i.e. maintenance issue/leak, etc.)	-The directive, "Room Clear" shall mean that all persons must leave a room if directed to by an emergency responder. -Relocate all persons to another area. -Once first responders deem the room safe, persons may be returned to original room.

Reverse Evacuation	Recover all persons from outside of the building and secure the building perimeter. Normal business can continue, however no one should be permitted in the building or out of the building. Use this when there is an exterior threat to the building (i.e. Police Activity close to the building)	-Utilizing the All Call System, make an announcement and say, "At this time we are locking out the building, secure the perimeter" -Bring all Organization Members that are outside inside the building and secure all exterior doors. -Normal Operations can resume inside the building, but no one may enter or exit. -Once first responders deem the building safe, utilize the all call system to resume normal activities.

Pine Hill School District

Statement of Assurance for Outside Organizations

Name of Organization _____

Organization Leader / Contact Name _____

Organization Leader / Telephone Number _____

On Site Contact Name _____

On-Site Contact Phone Number _____

I hereby certify, in accordance with NJS18A:41-7c, that the Pine Hill School District has provided my organization with information on school district practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency response protocols, and emergency contact information.

I hereby certify, in accordance with NJS18A:41-7c, that I have trained my organization's employees and volunteers on the school security and emergency procedures provided to me by the Pine Hill School District.

I hereby certify that the following security protocols will be observed. Failure to observe these security protocols may result in forfeiture of future building reservations.

1. Exterior building doors shall not be propped open.
2. Participants will only be permitted to be in areas of the building covered under my reservation. Participants should not be roaming the school building.
3. Participants will not disturb other events occurring at the same time elsewhere in the building.
4. There is no smoking or drinking on school grounds.

Signature _____

Printed Name _____

Date _____

To Be Completed & Submitted by the rental organization directly to the PHFD.

Pine Hill Fire District #1

Bureau of Fire Prevention

1109 Erial Road

Pine Hill, New Jersey 08021

Phone: (856) 784-0030 Fax: (856) 258-4161

FireMarshal@pinehillfiredistrict.com

APPLICATION FOR FIRE SAFETY PERMIT

PLEASE PRINT ALL INFORMATION

Name of Applicant: _____
(First, MI, Last)

Applicant's Address: _____
(Street)

Address: _____
(City, State, Zip Code)

Applicant's Phone Number: (_____) _____

Name of Premises or Facility: _____

Address/Location work will be performed: _____

Length of time requested for permit: _____

Type of Permit: Type : ☐ Other: Type _____ ☐

Fee for Permit: _____

Persuant to the New Jersey Uniform Fire Code N.J.A.C. 5:70-2.7(a)3 a Type I fire safety permit is required for, but not limited to: The use of a torch or flame-producing device to remove paint from, or seal membrane roofs on, any building or structure; or the use of any flame-producing device, in connection with any public gathering, for purposes of entertainment, amusement, or recreation.

Payment required upon application made payable to Pine Hill Fire District. Payment must be made by check or money order.

_____ _____
Firefighter/Inspector Receiving Application Date Received

_____
Fire Official Signature

SECTION: 2.7

2. ADMINISTRATION AND ENFORCEMENT
07 Permits required

5:70-2.7 Permits required

(a) Permits shall be required and obtained from the local enforcement agency for the activities specified in this section, except where they are an integral part of a process or activity by reason of which the use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the fire official.

1. Type 4 permits shall not be required when the storage or activity is incidental or auxiliary to the agricultural use of a farm property.

2. In a public or private K-12 educational building, or in a camp accommodating six or more children of school age, when such uses are registered as life hazard uses, no permit shall be required for activities which are consistent with the designed and intended use of the building or premises or part thereof.

3. Type 1 permit:

i. Bonfires

ii. The use of a torch or flame-producing device to remove paint from, or seal membrane roofs on, any building or structure;

iii. The occasional use of any non-residential occupancy other than Use Groups F, H or S for group overnight stays of persons over 2-1/2 years of age, in accorandance with section F-709.0 of the Fire Prevention Code;

iv. Individual portable kiosks or displays when erected in a covered mall for a period of less than 90 days, and when not covered by a Type 2 permit;

v. The use of any open flame or flame-producing device, in connection with any public gathering, for purposes of entertainment, amusement, or recreation;

vi. 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;

vii. The possession or use of explosives or blasting agents, other than model rocketry engines regulated under N.J.A.C. 12:194;

viii. 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;

ix. The occasional use in any buildings of a multipurpose room, with a maximum permitted occupancy of 100 or more for amusement, entertainment or mercantile type purposes.

x. 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.

xi. The storage or handling of class II or IIIA combustible 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.

xii. Any permanent cooking operation that requires a suppression system in accordance with N.J.A.C. 5:70-4.7(g) and is not defined as a life hazard use in accordance with N.J.A.C. 5:70-2.4.

xiii. The use as a place of public assembly, for a total of not more than 15 days in a calendar year, of a building classified as a commercial farm building under the Uniform Construction Code.

xiv. 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.

(1) Use of a building or portion thereof as a special amusement building for a longer period shall require the issuance of a certificate of occupancy, pursuant to the Uniform Construction Code (N.J.A.C. 5:23), for the new use.

(2) Permits issued pursuant to this section shall require compliance with the requirements for special amusement buildings at N.J.A.C. 5:70-4.16.

xv. 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;

xvi. 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.

4. Type 2 permit:

i. Bowling lane resurfacing and bowling pin refinishing involving the use and application of flammable liquids or materials;

ii. Fumigation or thermal insecticide fogging;

iii. Carnivals and circuses employing mobile enclosed structures used for human occupancy;

iv. The use of a covered mall in any of the following manners:

(1) Placing or constructing temporary kiosks, display booths, concession equipment or the like in more than 25 percent of the common area of the mall;

(2) Temporarily using the mall as a place of assembly;

(3) Using open flame or flame devices;

(4) Displaying liquid or gas fueled powered equipment; or

(5) Using liquefied petroleum gas, liquefied natural gas, or compressed flammable gas in containers exceeding five pound capacity.

v. Storage outside of buildings of LP-gas cylinders when a part of a cylinder exchange program.

5. Type 3 permit:

i. 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;

ii. Wrecking yards, junk yards, outdoor used tire storage, waste material handling plants, and outside storage of forest products not otherwise classified; or

iii. The storage or discharging of fireworks.

6. Type 4 permit:

i. 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;

ii. 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;

iii. 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;

iv. To store or handle (except medicines, beverages, foodstuffs, cosmetics, and other common consumer items, when packaged according to commonly accepted practices):

(1) More than 55 gallons of corrosive liquids;

(2) More than 500 pounds of oxidizing materials;

(3) More than 10 pounds of organic peroxides;

(4) More than 500 pounds of nitromethane;

(5) More than 1,000 pounds of ammonium nitrate;

(6) More than one microcurie of radium not contained in a sealed source;

(7) More than one millicurie of radium or other radiation material in a sealed source or sources;

(8) Any amount of radioactive material for which a specific license from the Nuclear Regulatory Commission is required; or

(9) More than 10 pounds of flammable solids.

v. The melting, casting, heating treating, machining or grinding of more than 10 pounds of magnesium per working day.

7. Type 5 permit:

i. (Reserved)

(b) Application for a permit required by this Code shall be made to the fire official in such form and detail as the fire official shall prescribe. Applications for permits shall be accompanied by plans or drawings as required by the fire official for evaluation of the application.

(c) Before a permit is issued, the fire official or the fire official's designated representative shall make or cause to be made such inspections or tests as necessary to assure that the use and activity for which application is made complies with the provisions of this Code.

(d) A permit shall constitute permission to maintain, store or handle materials, or to conduct processes which produce conditions hazardous to life or property, or to install equipment used in connection with such activities in accordance with the provisions of this Code. Such permissions shall not be construed as authority to violate, cancel or set aside any of the provisions of this Code.

(e) Plans approved by the fire official are approved with the intent they comply in all respects to this Code. Any omission or error on the plans does not relieve the applicant of complying with all applicable requirements of this Code.

(f) The fire official may revoke a permit or approval issued under the provisions of this Code if upon inspection any violation of the Code exists, or if conditions of a permit have been violated, or if there has been any false statement or misrepresentation as to material fact in the application, data or plans on which the permit or approval was based.

(g) A permit shall remain in effect until revoked, or for one year unless a shorter period of time is otherwise specified. Permits shall not be transferable and any change in use, operation or tenancy shall require a new permit.

1. Exceptions:

i. A Type 1 permit for welding or cutting shall be effective throughout the local enforcing agency's jurisdiction and shall be issued on an annual basis;

ii. A Type 1 permit for use of a commercial farm building as a place of public assembly shall be issued for each event; and

iii. A Type 1 permit for group overnight stays shall be required for each non-consecutive overnight stay.

iv. A Type I permit for the temporary use of any building as a special amusement building shall be issued for each event.

(h) Any permit issued shall become invalid if the authorized work or activity is not commenced within six months after issuance of the permit, or if the authorized work or activity is suspended or abandoned for a period of six months after the time of commencement.

(i) A permit shall not be issued until the designated fees have been paid.

1. There shall be no fee for a permit required by this subchapter if a municipality has by ordinance established a periodic inspection and fee schedule for a use substantially similar to the permit requirements.

(j) No permit(s) shall be issued for a carnival, as defined in N.J.A.C. 5:70-1.5, if the carnival has not been registered in accordance with N.J.A.C. 5:70-2.22.

SECTION: 2.9(c)

2. ADMINISTRATION AND ENFORCEMENT
   09 Fees: registration, certificate of smoke detector and carbon
      (c) The application fee for a permit shall be as follows

(c) The application fee for a permit shall be as follows:

1. Type 1 - $54.00

2. Type 2 - $214.00

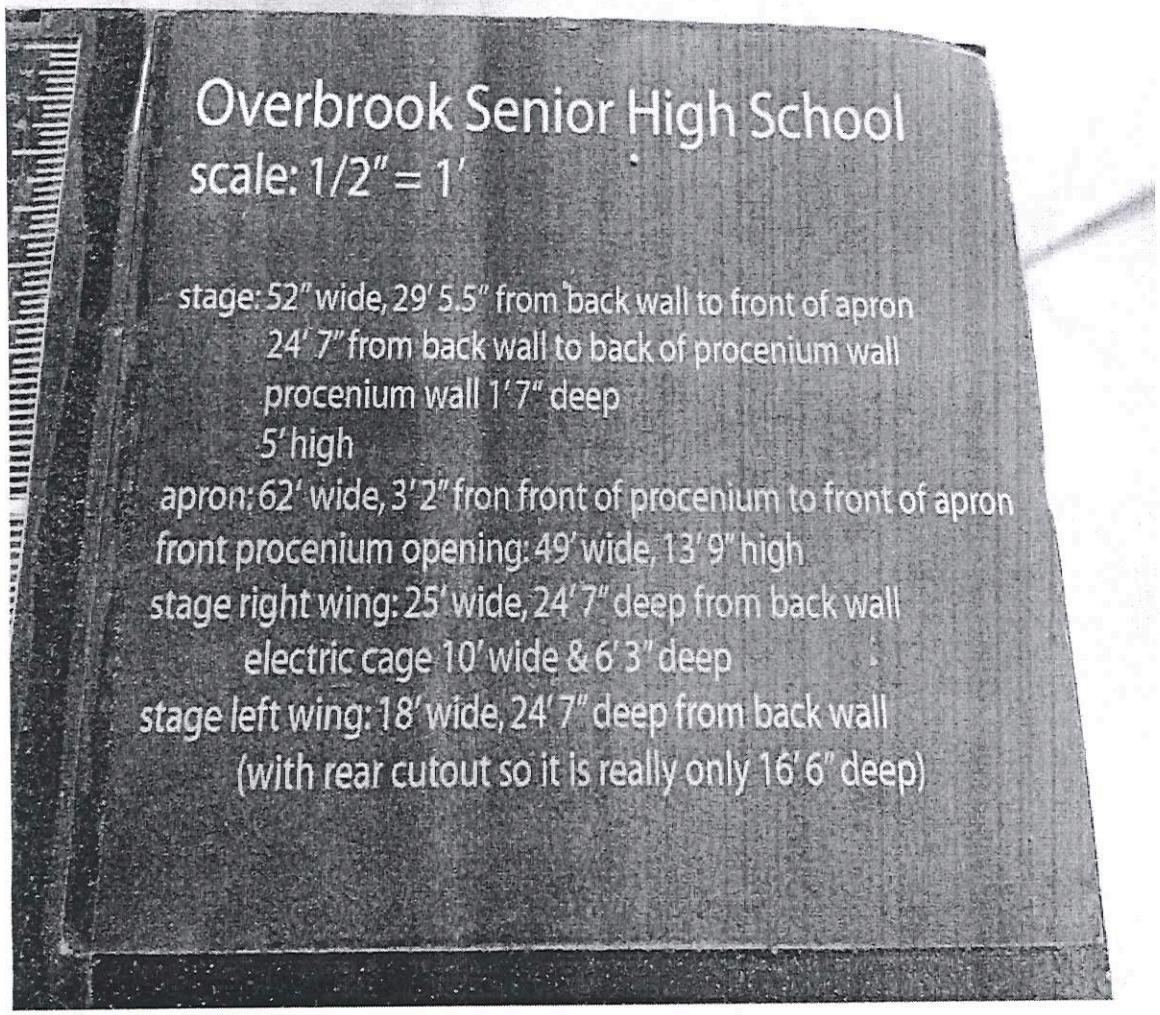
3. Type 3 - $427.00

4. Type 4 - $641.00

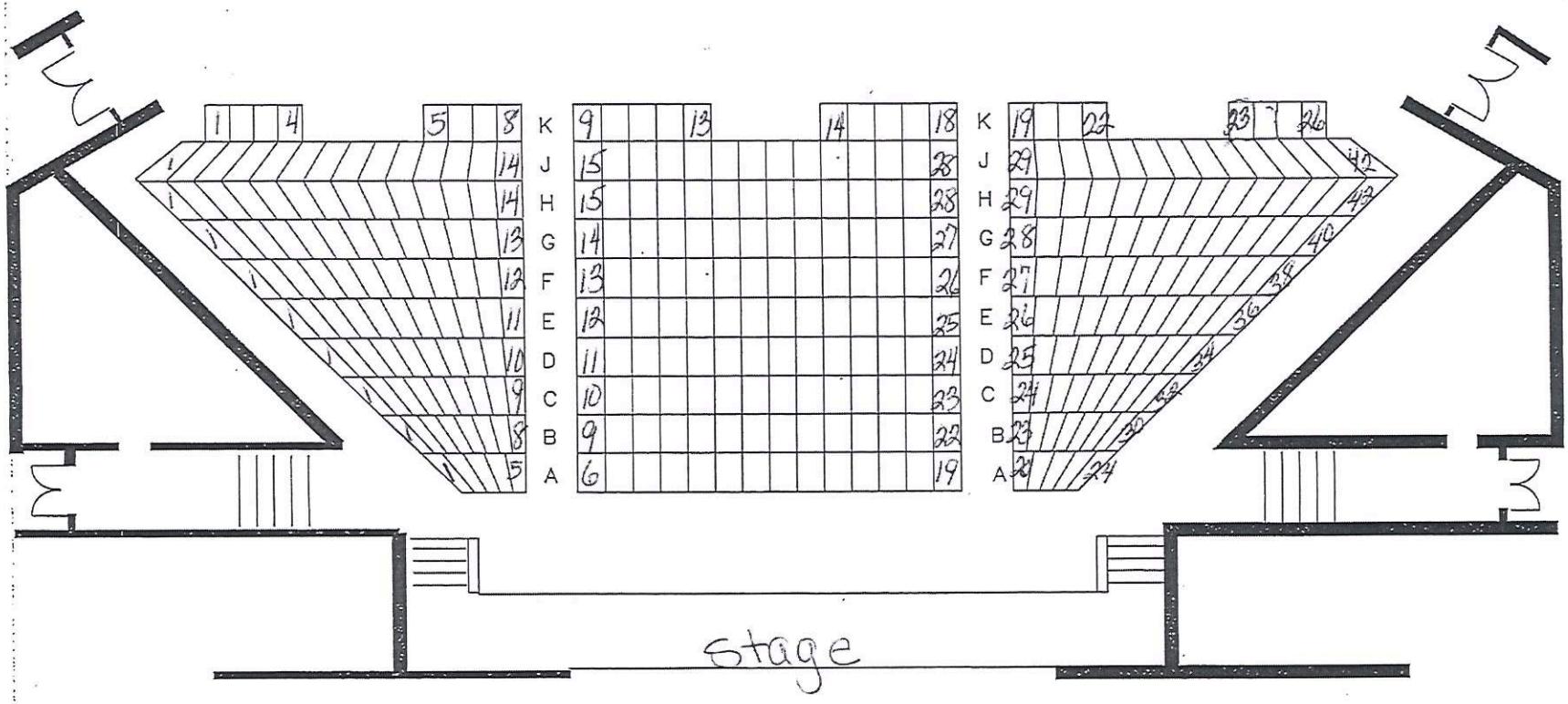
   i. Exception: There shall be no fee for Type 4 permits for storage or activity at a premises registered as a life hazard use in accordance with this subchapter.

5. (Reserved)

Hold approx - 900 seats

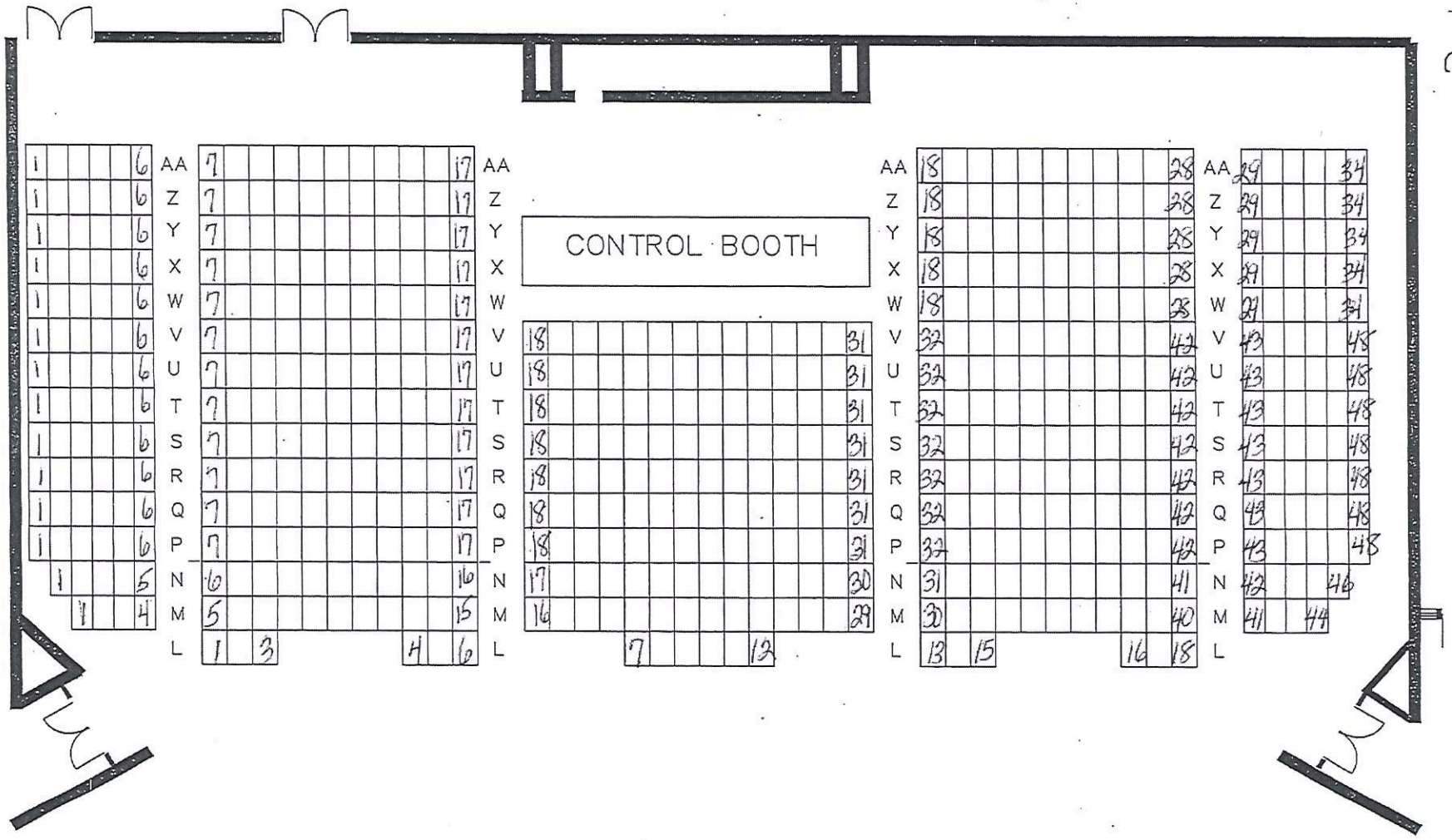


Revised 10/20/17
#4 6/18/14



344 seats

Printed 10/01/
#4118/19 KR



Total Auditorium seating 958

614 seats