



396 Broad Street
Summit, NJ 07901
Phone: 908-277-9358
Fax: 908-598-7186

The City of Summit

N E W J E R S E Y

Fire Department

Eric P. Evers
Chief/Fire Official
908-277-9352
Email: eevers@cityofsummit.org

Donald C. Nelson
Deputy Chief
908-277-9353
Email: dnelson@cityofsummit.org

APPLICATION FOR PERMIT LOCATION INFORMATION

MUNICIPAL CODE: 2018		REGISTRATION NUMBER:	
NAME:		STREET ADDRESS:	
MUNICIPALITY: City of Summit		COUNTY: Union	
STATE: New Jersey	ZIP CODE: 07901	AREA CODE & PHONE NUMBER:	

APPLICANT INFORMATION

APPLICANT'S NAME:		APPLICANT'S HOME STREET ADDRESS:	
MUNICIPALITY:		COUNTY:	
STATE:	ZIP CODE:	PHONE NUMBER:	FAX NUMBER:

Permit requested for following date(s):
From _____ to _____

Other details (additional dates etc.):

Permit requested for one year. Expiration date: _____

NOTE: Attach additional signed sheet if space below is insufficient.

The above named applicant hereby requests permission to conduct the following activity at the above 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:

[Empty box for state quantities and method]

I hereby acknowledge that the information given is correct, and agree to comply with the applicable 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.

Applicant's Name (Signature)

Title

Date

MAKE CHECK PAYABLE TO *City of Summit Fire Department* AND

MAIL TO:

396 Broad Street
Summit, NJ 07901

Eric P. Evers, Fire Official

5:71-3.7(b)12

FOR OFFICIAL USE ONLY

Permit type: []

Conditions imposed

Denied

Approved pending payment of \$ [] fee **



Summit Fire Department - Fire Prevention Bureau
396 Broad Street
Summit New Jersey 07901
908-277-9358

Important: A Permit List with Requirements for each is listed below. Please review the general permit requirements you are planning to apply for and initial where indicated that you have read the requirements necessary for the specific permit. Understand that this is a guideline and specific circumstances regarding your application may require alterations to these general requirements.

The fees are as follows:

Daily Fire Safety Permit - \$54.00.

Monthly Fire Safety Permit - \$100.00

Example: You will be setting up your vendor cart for only 1 month. (You will need to provide a list of locations within the City where you will be setting up your station with specific information, such as, date, address, and time of day from start to finish.) A chart is available below to provide this information.

Seasonal Fire Safety Permit - \$100 per month

This fee is for a stretch of time you will be providing vendor services to the community. Example: You will be setting up your vendor cart at the Farmer's Marker, and the summer events on the Village Green, & etc. (You will need to provide a list of locations within the City where you will be setting up your station with specific information, such as, date, address, time of day from start to finish.) A chart is available below to provide this information.

Please contact the Summit Fire Department Fire Prevention Bureau at 908 277-9358 if you have any questions. Thank you.

Vendor Name / Address	Date of the event	Start & Finish Time	Location
(If you need more lines, please attach the additional list to this page for our use.)			

Vendor Cooking with an Open Flame Requirements: For use of any open flame or flame producing device in connection with any public gathering, for the purpose of cooking food products. A fire extinguisher rated at a minimum of 2-A:20B; C to be attached to the vendor's cart/vehicle and ready for use. Any or all propane cylinders properly secured and maintained. All combustibles are stored away from flame producing equipment. No open flame allowed in or within 20 feet of a tent structure. All equipment, which produces grease-laden vapors, kept clean and properly maintained.

Initial here _____

Tent Requirements: Tent membrane shall be flame resistant as per NFPA 701. A certificate will be provided. At least two exits will be provided and exit openings shall remain open. Exits will be adequately lit at all times. Exit doorways will be indicated with exit signs. No open flame will be allowed in or within 20 feet of the tent structure. Fire extinguishers will be provided and maintained on site. No smoking signs will also be displayed. **Initial here** _____

Cooking Tent Requirements:

1. The use of membrane structures for cooking activities is restricted to free standing canopies with no sides attached during cooking activities.
2. The cooking canopy is located no less than five (5) feet from any other canopy, tent or structure.
3. All cooking equipment placed under a canopy must be listed for commercial use.

4. LP-Gas containers are located at the outer edge of the canopy, a minimum of five feet from the heat-producing appliance. The containers protected to prevent tampering or damage by vehicles or other hazards. Containers securely fastened and free of leaks. Safety relief valves pointed away from the canopy.
5. Occupancy underneath the canopy is restricted to those persons necessary for food preparation only.
6. Portable fire extinguisher(s) 60B:C rated will be provided for each cooking location.
7. Storage of combustible items required for food preparation or serving is limited.
Initial here _____

- Open Flame Event Requirements:** For use of any open flame or flame producing device in connection with any public gathering, for the purpose of a recreational fire, (i.e. campfire or bonfire). Dimensions of the fire shall not exceed 3 feet in diameter, and 2 feet in height. A fire extinguisher rated at a minimum of 4-A, or other approved on-site fire-extinguishing equipment shall be available for immediate utilization. A minimum distance of 25 feet kept from adjacent structures, and measures taken to eliminate spread of the fire to within 25 feet. Fuel shall consist of seasoned dry firewood. The fire constantly attended, until fully extinguished. Initial here _____
- Overnight Stay Event Requirements:** All occupants shall be familiar with the fire safety and evacuation plan, and participate in a fire drill prior to commencing activities. Sleeping areas prohibited in confined spaces. All exit signs, egress lighting, doors and hallways shall be in working order and unobstructed. Proper ADULT supervision consisting of persons over the age of 21 is provided. Initial here _____
- Multi-Purpose Room Requirements:** All egress doors shall remain unlocked at all times building is occupied. When serving over 50 occupants, 44 inch aisles maintained at all times. Tables or chairs shall not block these aisles. All exit signs and lighting shall be in working order. An announcement made within 10 minutes of starting function, clearly stating the location of all exits. Initial here _____
- Haunted House Requirements:** All Decorations shall be non-combustible, or flame resistant in compliance with NFPA 701. All egress doors shall remain unlocked at all times building is occupied. When serving over 50 occupants, 44 inch aisles will be maintained at all times. Smoking prohibited. All exit signs, egress lighting, doors and hallways shall be in working order and unobstructed. Initial here _____
- Hot Tar Kettle Use Requirements:** A minimum of two extinguishers rated at not less than 20-B:C each will be kept on location, one on the roof and within 30 feet of each tar kettle. Kettle shall be equipped with a tight fitting cover. A safe distance maintained from structures. A hose line attached, ready for use. Kettle must not be left unattended while in operation. Initial here _____
- Torch for Roof Repair Requirements:** Use of propane torch for roof repair – A minimum of two fire extinguishers rated not less than 2-A:20B:C will be kept on site; one on the roof, and one extra available for use at all times. A hose line attached for immediate use. All combustibles removed and a fire watch shall be present for at least 30 minutes after work is completed. Initial here _____
- Welding Requirements:** All combustibles shall be removed from the area unless physically impossible. Non-combustible shields or cover from possible sparks or hot metal shall protect such combustibles. Two fire extinguishers rated at not less than 2-A:20B:C to be kept in the area, one next to the welding operation. A fire watch shall be present at all times, and remain there for at least 30 minutes after welding or cutting is completed. Initial here _____
- Welding for Demolition Requirements:** All combustibles must be removed from area unless physically impossible. Non-combustible shields or cover from possible sparks or hot metal shall protect such combustibles. A minimum of two fire extinguishers rated at not less than 2-A:20B:C to be kept in the area for immediate use. A firewatcher shall be present at all times and remain on the job at least 30 minutes after the operation has been completed. Additional methods of fire protection shall be in use – a fire hose charged and ready for use. A signed inspection report attesting to the fact shall be filed and available for inspection by the Fire Official. Initial here _____