



WILDWOOD FIRE DEPARTMENT

BUREAU OF FIRE PREVENTION

4400 NEW JERSEY AVENUE

WILDWOOD, NJ 08260

PHONE 609.846.2030 FAX 609.522.4965

EMAIL: fireprev@wildwoodnj.org



APPLICATION FOR FIRE PERMIT

The Uniform Fire Code States:

“Permits shall be required, and obtained from the local enforcing agency for the activities specified in this section, except where they are integral part of a process or activity by reason of which a 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.” [N.J.A.C. 5:70-2.7(a)]

Date of application: _____

Location where activity will occur: _____

Date: _____ Time: _____

Applicant Name: _____

Applicant Address: _____

Organization Name: _____

Phone Number: _____ Emergency Number: _____

Block/Lot: _____ Registration #: _____

The above named applicant hereby requests permission to conduct the following activity at the indicated location _____

And for keeping, storage, occupancy, sale, handling or manufacture of the following _____

(State quantities for each category to be stored, or used and the method stored or used) _____

I hereby acknowledge that I have read this application, that the information given is correct, and that I am the owner, or duly authorized to act in the owner’s behalf and as such hereby agree to comply with the applicable requirements of the fire code as well as any specific conditions imposed by the fire official.

Applicant Signature

Fire Official Signature

Fee Amount

Permit Type

Type 1 Permit-\$75.00

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 Groups F, H or S for group overnight stays of persons over 2 ½ years of age, in accordance with section F-709.0 of the Fire Prevention Code.
4. 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.
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 and cutting operations except where the welding and cutting is performed in areas approved for welding 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 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.
12. Any permanent cooking operation that requires a suppression system in accordance with N.J.A.C. 5:70-2.4.
13. 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.
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. a. 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. b. 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.
15. 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) 3xv (1) or (2) below shall require a Type I Permit. Tents, tensioned membrane structures or canopies greater than 16,800 square feet in area or 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).

- a) The tent, tensioned membrane structure or canopy is greater than 900 square feet or 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.
- b) The tent, tensioned membrane structure, or canopy contains platforms or bleachers 11 feet or less in height.

16. 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.

- a) 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.
 - i) 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.
 - ii) No permit shall be required for mazes up to 42 inches in height created of bales of hay or straw.

17. Mobile or temporary food preparation activities, where open flame or flame-producing devices or appliances are used, or grease-laden vapors are produced.

Type 2 Permit-\$250.00

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 structure used for human occupancy.
4. The use of covered mall in any of the following manners:
 - a) Placing or constructing temporary kiosks, display booths, concession equipment or the like in more than 25% of the common areas of the mall.
 - b) Temporarily using the mall as a place of assembly.
 - c) Using open flame or flame devices
 - d. Displaying liquid or gas fueled powered equipment or
 - d) Using liquefied petroleum gas, liquefied natural gas and compressed flammable gas in containers exceeding 5 pound capacity.
5. Storage outside of buildings of LP-gas cylinders with a part of a cylinder exchange program.

Type 3 Permit-\$450.00

1. Industrial processing ovens or furnaces operating at approximately atmospheric pressure and temperature not exceeding 1400 degrees Fahrenheit which are heated with oil and 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.
3. The storage or discharge of fireworks.

Type 4 Permit \$650.00

1. Storage or use at normal temperature and pressure or more than 2000 cubic feet of flammable compressed gas or 6000 cubic feet of non-flammable 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 non-flammable, nontoxic, 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 nitro methane
 - e) More than 1000 pounds of ammonium nitrate
 - f) More than one micro curie of radium not contained in a sealed source
 - g) More than one mill curie of radium or other radiation material in a sealed source or sources
 - h) Any amount of radioactive material for which the specific license from the Nuclear Regulatory Commission is required
 - i) More than 10 pounds of flammable solids
5. The melting, casting, heating, treating, machining or grinding of more than 10 pounds of magnesium per working day.

Type 5 Permit - \$ Reserved Amount

1. Reserved

The City of Wildwood Fire Department

4400 New Jersey Avenue
Wildwood, New Jersey 08260
Phone 609-846-2030
Fax 609-522-4965

Ernest Troiano III., CPM
Fire Chief

David Bannon
Fire Official

Canopy/Tent Guidelines-

FIRE SAFETY PERMIT: Canopies/tents require a Type 1 permit pursuant to N.J.A.C 5:70-2.7(a)3.xv. and City of Wildwood Local Code, Chapter 13A-1.9. A permit should be applied 14 business days or more prior to the event. A permit applied for less than 14 business days from the event may be subject to the permit fee doubled. Permits shall be paid in full prior to the event. No permit applications will be accepted the day of the event. The permit fee is non-refundable.

CANOPIES/TENTS REQUIRING A TYPE 1 PERMIT: Greater than 900 square feet, greater than 30' in any direction, will remain in place fewer than 180 days, used, or occupied between April 1 and November 30, do not have a permanent anchoring system, contain platforms and bleachers up to 11' high.

REQUIRED DOCUMENTATION: Detailed site and floor plan must be submitted with the permit application. Flame propagation performance treatment documentation must be submitted with the permit application and shall be on stamped on the tent at time of inspection.

FIRE EXTINGUISHER: At least one 2-A:10-B:C fire extinguisher must be provided for each canopy/tent. The fire extinguisher must be hung on the provided manufacturer bracket in a conspicuous location not higher than 5'.

EXIT SIGNS: Illuminated exit signs shall be provided with an occupant load of 50 or more. Means of egress shall be illuminated with light of not less than 1 foot-candle.

OCCUPANT LOAD: The occupant load will be predetermined by the Fire Official. The occupant load will determine the number of exits required and the width of each exit. The permit applicant will be provided an occupant load sign at the time of inspection that must be displayed at a conspicuous location for the event.

GENERATORS: Generators shall be placed not less than 10' from combustibles. Generators shall be isolated from the public by a physical guard or fence of not less than 3'. Generators shall be grounded as per manufacturer specifications if provided.

MISCELLANEOUS: At no time is there cooking allowed under a canopy/tent that was not intended as a cooking tent. No smoking is permitted under the canopy/tent. No open or exposed flame within the canopy/tent or within 20'. No fireworks within 100'.

Type 1 Permit - \$75.00 when submitted at least 14 business days prior to the event

Failure to adhere to the specific conditions of the permit set by the Fire Official will result in revocation of the permit and up to a \$500.00 penalty

JMS 11/24

Important Update: City of Wildwood Open Flame Fire Permit Process

GWCOG Food Vendors,

We would like to inform you of an important change regarding the City of Wildwood's Open Flame Fire Permit application process, effective January 1, 2025. The City of Wildwood will no longer accept individual permit applications directly from vendors. Instead, all applications and payments must be submitted to the Event Promoter (GWCOG), completed by the vendor's business. The Event Promoter (GWCOG) will then submit all required paperwork and payment directly to the City of Wildwood Fire Department.



To ensure compliance with the new process, all paperwork must be submitted to the Greater Wildwood Chamber of Commerce no later than 16 days prior to the event (by the end of business on Wednesday, two weeks before the event). Please review the dates provided carefully to meet this deadline.

Spring Fling Festival:

Saturday, May 10, 2025 – Paperwork Due: Wednesday, April 23, 2025

Wildwoods Food & Music Festival:

Saturday, September 6, 2025 – Paperwork Due: August 20, 2025

Wildwoods '50s, '60s & '70s Weekend:

Saturday, October 18, 2025 – Paperwork Due: October 1, 2025

Additionally, the fee for the Open Flame Vendor Permit has increased from \$54.00 to \$75.00 per event as of January 1, 2025. The payment options are as follows:

- Credit Card: You may pay the \$75.00 fee via credit card through the Greater Wildwood Chamber of Commerce when you submit your paperwork. A 4% processing fee will apply, making the total \$78.00.
- Check: A check for \$75.00 can be submitted with your paperwork, made payable to Directly to City of Wildwood Fire Department.

We appreciate your cooperation in adhering to these new requirements to ensure a smooth and efficient application process. Should you have any questions, please do not hesitate to contact us.

Thank you,

Nadine "Dee" Guzman

Greater Wildwood Chamber of Commerce

3306 Pacific Avenue

Wildwood, NJ 08260

609-729-4000 | membership@gwcoc.org