



State of New Jersey  
DEPARTMENT OF COMMUNITY AFFAIRS  
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TRENTON, NJ 08625-0802

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

RICHARD E. CONSTABLE, III  
Commissioner

September 3, 2013

Dear Construction Official:

I am writing to inform you of a change in the process for review of plans for projects at schools. Effective immediately, no Department of Community Affairs approval will be required for local review of plans for projects to be undertaken at schools. The use of Department of Education Form DOE-124 is being discontinued. If a local code enforcement agency is classified at the appropriate level to review the project in question, as with all other types of construction projects, that agency may accept the project. If a local code enforcement agency declines to perform plan review for a school project or is not classified at the appropriate level for the project in question, then the project may go to an appropriately classified local code enforcement agency in a neighboring town or to the Department for review. Because of the added security requirements, plans and specifications for the construction of new schools will continue to be reviewed by the Department. Projects involving a change of use or an addition may be reviewed by a local enforcing agency classified at the appropriate level for the project. All Schools Development Authority (SDA) projects will continue to be reviewed by the Department.

Please note that, in addition to plan review for compliance with all applicable provisions of the adopted subcodes of the Uniform Construction Code, the local code enforcement agency also has responsibility to ensure compliance with N.J.A.C. 5:23-3.11A(c) and with the Department of Education's public school facility requirements enumerated in Bulletin 00-3.

Approval from the Department of Education is still required pursuant to the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72. The Department of Education also performs a review for compliance with the educational adequacy requirements set forth in N.J.A.C. 6A:26-5. As before, the approval of the Department of Education must be in place before a plan review is undertaken pursuant to the Uniform Construction Code.

Should you have any questions about this letter or enforcement of the requirements of the Uniform Construction Code applicable to schools, please contact John Terry at [john.terry@dca.state.nj.us](mailto:john.terry@dca.state.nj.us) or (609) 984-7609. Should you have questions about the Department of Education approval, please contact Frank LoDolce in the Department of Education's Office of School Facilities at [frank.lodolce@doe.state.nj.us](mailto:frank.lodolce@doe.state.nj.us) or (609) 292-7078.

Sincerely,

Edward M. Smith  
Director  
Division of Codes and Standards

