NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF CODES AND STANDARDS / BUREAU OF CODE SERVICES / LP-GAS UNIT
P.O. Box 816, Trenton, New Jersey 08625-0816
Tel: 609-633-6835     Fax: 609-633-1040

APPLICATION FOR PLAN REVIEW OF A LP-GAS SYSTEM
N.J.A.C. 5:18 – Subchapter 6

Application Date: _______________________
LP-Gas File No.: _______________________

I. SYSTEM INFORMATION

System Operator - Company Name: ________________________________________________
Mailing Address: ________________________________________________________________
State: ______________ Zip Code: ______________ Fax No.: _________________________
Contact Person – Name: __________________________________________ Tel. No.: __________
Location Address: _____________________________________________________________
                        (if different from above mailing address)
Municipality: _________________________ County: ______________________
Zip Code: __________ Contact Person – Name: _______________________________
Nature of business where the system is to be installed: ______________________________

System Owner – Company Name: __________________________________________
Mailing Address: _____________________________________________________________
State: ______________ Zip Code: ______________ Fax No.: _________________________
Contact Person – Name: ______________________________________ Tel No.: ____________

Type of LP-Gas (circle): odorized propane     non-odorized propane      butane     propylene      butylene

Description of the Project: ______________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

Certification by Professional Engineer: I, ______________________________, licensed to practice as a Professional
Engineer in the State of New Jersey, do hereby certify that the plans and specifications for the facility described in this
application conforms to the rules of N.J.A.C. 5:18 “Liquefied Petroleum Gas” and that the system will be installed in
accordance with the plans submitted. Company Name: ________________________________________________
Name: ______________________________ License No.: ____________ Tel No.: _____________
Mailing Address: ______________________ City: ___________________ State: ______ Zip________

II. PERMIT TO BEGIN WORK

Permission is hereby granted to perform the work covered by this application.

By: __________________________ Date: ______________

III. NOTIFICATION OF INSTALLATION COMPLETION

I, ______________________________, LP-Gas supplier for the project, do hereby certify that the system
described in the application conforms to the rules of N.J.A.C. 5:18 “Liquefied Petroleum Gas” and that the system
has been installed and tested in accordance with the plans submitted. As-built plans submitted? Yes __ or No __
LP-Gas Marketer’s License No. ______ Or Propane Service Certification No. ______

IV. PERMIT TO OPERATE

Permission is hereby granted to place the system in service. *(see page 2)  Registration No.: __________________

By: __________________________ Date: ______________

Form AFPR, rev 5/16
INSTRUCTIONS FOR FILING OF PLANS
LP-GAS SYSTEM

Part I. The applicant must fully complete the application in triplicate. Each application must be sealed by the New Jersey Professional Engineer of Record with the plans and applications submitted to:

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS
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BUREAU OF CODE SERVICES / LP-GAS UNIT
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TRENTON, NEW JERSEY 08625-0816

Part II. The Bureau of Code Services will complete Part II after pre-installation site inspection reveals no deficiencies and plans are reviewed. The Professional Engineer of Record, after receipt of signed Part II, shall consider this Permit to Begin Work as authorization for construction to proceed provided that all conditions indicated below have been satisfied. The Bureau of Code Services shall retain two copies of approved plans. All other copies shall be returned to the Professional Engineer of Record.

The approval to construct is subject to compliance with all local zoning regulations and requirements and approval from the Pineland Commission where applicable. A statement from the Professional Engineer of Record along with backup documentation is to be sent to the Bureau of Code Services showing compliance with these regulations.

Conditions of Plan Review:

1. If a set of plans have been approved and construction has not been completed within 18 months from the date of plan approval, the plan approval for that site shall be considered expired unless extended or renewed by the Commissioner of the Department of Community Affairs.

2. All work shall be subject to field inspections by the Bureau of Code Services.

3. One set of the plans approved by the Bureau of Code Services shall be kept at the construction site at all times during the construction period of the installation.

4. Plans are reviewed for compliance to all applicable rules, regulations, standards and all public health and safety issues and concerns.

Part III. The engineer of record shall determine if as-built plans are required after the installation is completed. In the event as-built plans are required (if the installed system differs from the original approved drawings), the engineer of record shall furnish four (4) signed and sealed copies to the LP-Gas marketer/supplier for the project. Engineer shall furnish original applications to the marketer in charge of the installation whether or not as-built plans are required. Marketer shall complete Part III and return all original copies to the Bureau of Code Services, along with all signed and sealed as-built plans where required.

Anyone performing LP-Gas installation work for a marketer requires the appropriate CETP certification. See N.J.A.C. 5:18-1.3 (compliance). Master plumbers and licensed HVAC contractors are exempt from this requirement.

Part IV. Upon receipt of Part III, the Bureau of Code Services will conduct a field inspection and if the installation conforms to the rules, the Bureau of Code Services will complete Part IV and distribute copies to the Professional Engineer-of-Record authorizing permission to place the system in service.

* Within 30 days from when the Permit to Operate has been issued, the System Owner shall submit to the Bureau of Code Services, a listing of the individuals who are trained to operate the system along with the specific training programs taken.