

**LAKWOOD FIRE DEPARTMENT
STANDARD OPERATING GUIDELINES**

SOG NUMBER: 101.14	ADMINISTRATION
DATE IMPLEMENTED: APRIL 10, 2018 DATE REVISED:	TITLE: SITE PLAN REVIEW

PURPOSE:

This guideline was promulgated and designed to clarify the Fire Department's role in reviewing site plans.

SCOPE:

This guideline shall apply to all career personnel.

GENERAL:

1. The career Fire Captain shall be responsible for the timely review of site plans. He/she may delegate this assignment to a designee; however, the responsibility for the timely completion of this review will remain with the Captain.
2. The Fire Department's role in the site plan review process is indicated below:
 - All land development proposals (subdivisions, site improvements and building projects other than one or two-family homes) are submitted to either the Lakewood Township Zoning or Planning Board depending on the nature of the project being proposed. These Boards have jurisdiction over the proposed project. The Boards establish the actual requirements for the project under consideration applying governing ordinances and standards. These Boards have primary responsibility and authority to ensure the land development project adequately addresses fire safety issues other than the actual construction of the building improvements themselves which is governed by the Uniform Construction Code and is under the purview of the Township construction and sub code officials.
 - When these Boards approve a proposal, the requirements for the project are embodied in approved subdivision and/or site plans and a resolution is adopted setting forth the Board's findings and determination which collectively are the governing requirements for the development project. Compliance with the governing requirements is vested in the Township engineer. As these governing requirements include, among other things, the arrangement of streets, parking areas, fire lanes, number of and location of fire hydrants, these Boards seek the expertise and recommendation of the Fire Department.

- **The site plans are reviewed by the Fire Department from the perspective of fire suppression accessibility of apparatus and personnel to the emergency site and availability to efficiently connect to water supply.**
- The Fire Department's review is couched in terms of recommendations. The Boards have the final judgment as to the requirements taking into consideration the Fire Department's consult, other Township Departments input and governing ordinances and standards. This does not mean the Fire Department concerns are not legitimate, it just means that the Fire Department's recommendations will be addressed as part of the Board's findings and determinations.
- Township approvals are based on ordinances and standards outside the control of the Fire Department. The Fire Department's review is a more pragmatic approach and the recommendations are given on a case by case basis to assure an efficient and effective delivery of fire suppression. The technical requirements remain the prerogative of the individual Board and its professionals, as well as the professionals of the applicant.