

STATE OF NEW JERSEY  
DEPARTMENT OF LABOR & INDUSTRY



Division of Labor  
C. George Krueger,  
Deputy Director

RULES AND REGULATIONS FOR EXAMINATION AND  
APPROVAL OF PLANS AND APPROVAL OF WORK

1. Application form must be completely filled out in triplicate.
2. Separate applications are required for each building.
3. Fee must accompany each application. Check or money order shall be made payable to the Commissioner of Labor and Industry. Cash will not be accepted.
4. Plans and specifications must be submitted in triplicate. State Law requires that all plans and specifications for industrial construction be signed and sealed by a New Jersey licensed professional engineer or sealed by a New Jersey registered architect. Where installations involving engineering principles are concerned, such plans and specifications must be signed and sealed by a New Jersey licensed professional engineer.
5. Blueprints of tracings are preferred in all cases and are to be submitted in triplicate. Standard sizes for drawings will be announced later.
6. For new building construction, building alterations affecting structural stability and additions to existing structures, the following is required:-
  - (1) Plans must be clearly drawn and all lettering must be legible.
  - (2) A plot plan showing the proposed work in relation to all other structures on the premises is to be made a part of the plans.
  - (3) Foundation plan (when involved) with description of soil and allowable soil pressure.
  - (4) Floor plan with allowable floor load.
  - (5) Roof plan (when involved) with allowable roof load.
  - (6) Elevations on all sides (except for minor alterations).
  - (7) Typical sections.
  - (8) Typical details.
  - (9) Sections and details to illustrate unusual conditions.
  - (10) Stress diagrams for roof trusses together with truss details.
  - (11) Stress computations for unusual structural design.
  - (12) Title, stating name of owner and tenant, location of work, by whom plans were prepared (name of engineer or architect with license or registration number), character of work, number of sheet, scale of drawing, date of drawing.
7. A certificate of approval of work will be issued upon request when an inspection indicates that work is completed in a manner which is satisfactory to the Department of Labor & Industry.

New Jersey State Library

Trenton, New Jersey  
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C. GEORGE KRUEGER  
Deputy Director

APPLICATION FOR THE APPROVAL

OF PLANS AND SPECIFICATIONS AND INSPECTION OF CONSTRUCTION AND EQUIPMENT COVERING:  
structural design; means of egress, fire protection and prevention; ventilation;  
sanitation; toilet and washing facilities; fire alarm system; engine stops; safe-  
guarding of machinery; factory lighting; and all apparatus to remove dust, heat,  
fumes or humidity in accordance with the standards of the Department of Labor and  
Industry for factories, mills, workshops, bakeries, confectioneries, printeries,  
laundries, mines, quarries and migrant labor camps.

ENCLOSED FIND \$ . . . . . IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 234, LAWS OF 1942.

Date . . . . .

1. Name of Corporation or Firm occupying premises: . . . . .  
. . . . . Address: . . . . .
2. Owner of premises: . . . . .
3. Location of building, address: . . . . .
4. Principal product: . . . . .
5. Equipment and machinery used: . . . . .
6. Type of building - Brick.....Wood.....Concrete.....Steel.....
7. Number of stories: .....Width.....Depth.....Sprinklers.....
8. If application is made to comply with OFFICIAL ORDER, give order number: . . . . .
9. Name of Professional Engineer or Architect: . . . . .  
Address: . . . . .
10. Name of Contractor: . . . . .  
Address: . . . . .
11. BUILDING: (CHECK WHICH) New.....Alterations.....Addition..... If for alterations or addition to  
building, state fully the character of changes: . . . . .  
. . . . .  
Number of persons expected to be employed when building is complete:  
Males: .....Females: .....Minor Males:.....Minor Females:.....
12. Cost of building: New \$ .....Alterations \$.....Addition \$.....
13. EQUIPMENT: (CHECK WHICH) Electrical.....Heating.....Washing facilities.....Dressing rooms.....  
toilets.....Ventilation.....Fire Alarm.....Safeguarding.....Other..... If for addition or alterations  
to equipment, state fully character of changes: . . . . .  
. . . . .
14. Cost of installation: New \$.....Alterations \$.....Addition \$.....
15. Give name of building owner or tenant authorizing the filing of this application: . . . . .  
. . . . .
16. Signature of person making the authorization: . . . . .

TITLE: . . . . .

17. Name and address of person to whom approval certificate is to be mailed: . . . . .

SIGNATURE: . . . . .

18. REMARKS:

NOTE: This application is to be filed in triplicate; plans and specifications to be filed in triplicate.  
Check or money order for fees to accompany each set of applications; make payable to the Commissioner  
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of Labor and Industry.

TABLE FOR COMPUTING FEES

For approved valuations of not more than \$20,000.

<u>Approved valuation not more than</u>	<u>TOTAL FEE</u>
\$ 1,000	\$ 2.00
2,000	4.00
3,000	6.00
4,000	8.00
5,000	10.00
6,000	12.00
7,000	14.00
8,000	16.00
9,000	18.00
110,000	20.00
11,000	22.00
12,000	24.00
13,000	26.00
14,000	28.00
15,000	30.00
16,000	32.00
17,000	34.00
18,000	36.00
19,000	38.00
20,000	40.00

For approved valuations between \$20,000 and \$540,000 subtract \$20,000 and compute partial fee from table below and add \$40.00 for total fee.

	<u>Partial Fee</u>
\$ 1,000	\$ 0.50
2,000	1.00
3,000	1.50
4,000	2.00
5,000	2.50
6,000	3.00
7,000	3.50
8,000	4.00
9,000	4.50
10,000	5.00
20,000	10.00
30,000	15.00
40,000	20.00
50,000	25.00
60,000	30.00
70,000	35.00
80,000	40.00
90,000	45.00
100,000	50.00
200,000	100.00
300,000	150.00
400,000	200.00
500,000	250.00
520,000	260.00

For approved valuations over \$540,000. total fee is \$300.00

<u>Computation of fee</u>	<u>Fee</u>
1. Approved valuation as stated in application	
2. Not more than \$20,000 @ \$2.00 per M;	
3. Between \$20,000 and \$540,000 @ \$.50 per M;	
4. Over \$540,000 (300.00)	
Total Fee:	\$

OFFICE HOURS FOR PLAN EXAMINING ARE AS FOLLOWS:

Newark - Room 745, 1060 Broad Street, Monday to Friday, incl. 10 AM. to 4 PM.

Trenton *238 Hanover St.*  
40 S. Clinton Ave. Thursday 10 AM. to 4 PM.

All correspondence relating to plans is to be addressed to:

Room 745  
Division of Labor  
Department of Labor & Industry  
1060 Broad Street  
Newark, New Jersey

In all cases where plans are sent by mail, they are to be addressed to the Newark, office, as above. Plans which are mailed to any other office may be delayed in handling.

TABLE FOR COMPUTING FEES

For approved valuations over \$250,000, total fee is \$300.00

For approved valuations of not more than \$250,000.

Approved valuation not more than	TOTAL Fee	Computation of fee
\$ 1,000	2.00	1. Approved valuation as stated in application
2,000	4.00	
3,000	6.00	
4,000	8.00	2. Not more than \$20,000 @ \$2.00 per M;
5,000	10.00	
6,000	12.00	
7,000	14.00	3. Between \$20,000 and \$250,000 @ \$2.50 per M;
8,000	16.00	
9,000	18.00	
10,000	20.00	4. Over \$250,000 (300.00)
11,000	22.00	
12,000	24.00	
13,000	26.00	
14,000	28.00	
15,000	30.00	
16,000	32.00	
17,000	34.00	
18,000	36.00	
19,000	38.00	
20,000	40.00	

Total Fee: \$

OFFICE HOURS FOR PLAN EXAMINING ARE AS FOLLOWS:

Newark - Room 742, 1000 Broad Street, Monday to Friday, incl. 10 AM. to 4 PM.

Trenton - 40 S. Clinton Ave. Thursday 10 AM. to 4 PM.

For approved valuations between \$20,000 and \$250,000 subtract \$20,000 and compute partial fee from table below and add \$40.00 for total fee.

All correspondence relating to plans is to be addressed to:

Room 742  
Division of Labor  
Department of Labor & Industry  
1000 Broad Street  
Newark, New Jersey

In all cases where plans are sent by mail, they are to be addressed to the Newark office, as above. Plans which are mailed to any other office may be delayed in handling.

Partial Fee	
0.50	1,000
1.00	2,000
1.50	3,000
2.00	4,000
2.50	5,000
3.00	6,000
3.50	7,000
4.00	8,000
4.50	9,000
5.00	10,000
5.50	11,000
6.00	12,000
6.50	13,000
7.00	14,000
7.50	15,000
8.00	16,000
8.50	17,000
9.00	18,000
9.50	19,000
10.00	20,000
10.50	21,000
11.00	22,000
11.50	23,000
12.00	24,000
12.50	25,000
13.00	26,000
13.50	27,000
14.00	28,000
14.50	29,000
15.00	30,000
15.50	31,000
16.00	32,000
16.50	33,000
17.00	34,000
17.50	35,000
18.00	36,000
18.50	37,000
19.00	38,000
19.50	39,000
20.00	40,000
20.50	41,000
21.00	42,000
21.50	43,000
22.00	44,000
22.50	45,000
23.00	46,000
23.50	47,000
24.00	48,000
24.50	49,000
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33.50	67,000
34.00	68,000
34.50	69,000
35.00	70,000
35.50	71,000
36.00	72,000
36.50	73,000
37.00	74,000
37.50	75,000
38.00	76,000
38.50	77,000
39.00	78,000
39.50	79,000
40.00	80,000
40.50	81,000
41.00	82,000
41.50	83,000
42.00	84,000
42.50	85,000
43.00	86,000
43.50	87,000
44.00	88,000
44.50	89,000
45.00	90,000
45.50	91,000
46.00	92,000
46.50	93,000
47.00	94,000
47.50	95,000
48.00	96,000
48.50	97,000
49.00	98,000
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51.00	102,000
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54.50	109,000
55.00	110,000
55.50	111,000
56.00	112,000
56.50	113,000
57.00	114,000
57.50	115,000
58.00	116,000
58.50	117,000
59.00	118,000
59.50	119,000
60.00	120,000
60.50	121,000
61.00	122,000
61.50	123,000
62.00	124,000
62.50	125,000
63.00	126,000
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64.50	129,000
65.00	130,000
65.50	131,000
66.00	132,000
66.50	133,000
67.00	134,000
67.50	135,000
68.00	136,000
68.50	137,000
69.00	138,000
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70.00	140,000
70.50	141,000
71.00	142,000
71.50	143,000
72.00	144,000
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73.00	146,000
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86.00	172,000
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107.50	215,000
108.00	216,000
108.50	217,000
109.00	218,000
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110.00	220,000
110.50	221,000
111.00	222,000
111.50	223,000
112.00	224,000
112.50	225,000
113.00	226,000
113.50	227,000
114.00	228,000
114.50	229,000
115.00	230,000
115.50	231,000
116.00	232,000
116.50	233,000
117.00	234,000
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118.50	237,000
119.00	238,000
119.50	239,000
120.00	240,000
120.50	241,000
121.00	242,000
121.50	243,000
122.00	244,000
122.50	245,000
123.00	246,000
123.50	247,000
124.00	248,000
124.50	249,000
125.00	250,000