

CHRISTOPHER T. MORRIS  
Council President



PHYLLIS MAGAZZU  
Mayor

Council Members  
JOSEPH L. BATTEN  
THOMAS DIGANGI  
JEROME McINTOSH

CATHERINE UNDERWOOD  
Township Clerk

## TOWNSHIP OF BERLIN

MUNICIPAL BUILDING  
135 Route 73 South  
West Berlin, NJ 08091  
Phone (856) 767-1854

### APPLICATION FOR BUSINESS REGISTRATION

INITIAL APPLICATION FEE: \$100.00

RENEWAL FEE: \$70.00

LATE FEE: \$35.00

NAME OF BUSINESS: \_\_\_\_\_

ADDRESS OF BUSINESS: \_\_\_\_\_

PHONE NO. OF BUSINESS: \_\_\_\_\_

NAME OF OWNER: \_\_\_\_\_

ADDRESS OF OWNER: \_\_\_\_\_

(If a corporation, give names & addresses of president & secretary; if a partnership, give names & addresses of all partners on a separate sheet of paper.)

PHONE NO. OF OWNER: \_\_\_\_\_

IF CORPORATION, NAME & ADDRESS OF REGISTERED AGENT:  
\_\_\_\_\_

NAME & ADDRESS OF MANAGER OR DAILY SUPERVISOR:  
\_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

NO. OF EMPLOYEES: \_\_\_\_\_

OCCUPANCY LOAD: \_\_\_\_\_ NO. OF EXITS: \_\_\_\_\_ NO. OF PARKING SPACES: \_\_\_\_\_

NO. OF CURB CUTS: \_\_\_\_\_ SIZE OF LOT: \_\_\_\_\_ ZONING DESIGNATION: \_\_\_\_\_

ANY CHANGE FROM PREVIOUS USE? \_\_\_\_\_

DATE OF LAST FIRE INSPECTION: \_\_\_\_\_ ARE SPRINKLERS REQUIRED?: \_\_\_\_\_

DATE OF LAST HEALTH INSPECTION: \_\_\_\_\_ STATUS: \_\_\_\_\_

ANY OUTSTANDING ZONING OR PLANNING VIOLATIONS?: \_\_\_\_\_

**Any changes to the above shall be reported within fourteen (14) days of the event. All businesses must comply with the recycling plan ordinance.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

FOR MUNICIPAL USE ONLY

\_\_\_\_\_  
APPROVED BY ENFORCING OFFICIAL

\_\_\_\_\_  
DATE

**ARTICLE II      Mandatory Recycling (§ 70-10 — § 70-14)**

[Added 6-8-1981 by Ord. No. 81 :4]

**§ 70-10              Definitions and word usage.**

For the purposes of this chapter the following words and phrases shall have the meanings respectively ascribed to them by this section:

**ALUMINUM CANS**

Aluminum cans mean non ferrous metal containers.

[Added 4-12-1982 by Ord. No. 82 :11]

**CARDBOARD**

Corrugated containers usually used to transport supplies, equipment or parts.

[Added 4-12-1982 by Ord. No. 82 :11]

**GLASS**

All products made from silica or sand, soda ash and limestone, the product being transparent or translucent and being used for packaging or bottling of various matter and all other material commonly known as glass, excluding, however, blue and flat glass and glass commonly known as window glass.

**PLASTIC SODA BOTTLES**

Containers such as polyethylene terephthalate soda bottles, high density polyethylene milk, water or detergent bottles, vinyl or polyvinyl chloride bottles and rigid and foam polystyrene plastic containers and not plastic soda bottles.

[Added 4-12-1982 by Ord. No. 82 :11]

**RECYCLING BUCKETS**

Those containers supplied by the Township of Berlin to the residents to be used for recycling purposes only.

**SCRAP METAL**

All ferrous and non-ferrous metal. Scrap, such as those which contain steel, cast iron, aluminum, brass, copper or lead.

[Added 4-12-1982 by Ord. No. 82 :11]

**USED NEWSPAPER**

The term "used newspaper" as used herein shall be deemed to include paper of the type commonly referred to as newsprint and distributed at stated intervals, usually daily or weekly, having printed thereon news and opinions and containing advertisements and other matters of public interest.

**USED OIL**

"Used oil" means a petroleum based or synthetic oil which is used in an internal combustion engine as an engine lubricant, or as a product used for lubricating transmissions, gears or axles, which through use, storage or handling has become unsuitable for its original purpose due to the presence of chemical or physical impurities or loss of original properties.

**§ 70-11              Program established.**

There is hereby established a program for the mandatory separation of used newspaper and glass within the Township of Berlin.

**§ 70-12              Method of placing garbage, paper and other materials for collection, maintenance of receptacles.**

The occupant or owner of any building within the Township of Berlin who shall place for disposal, removal or

collection of the following named items shall do so in strict conformity with the following regulations and Section [70-5](#):

[A.](#)

Used newspaper shall be bundled separately and secured in bundles not to exceed 50 pounds and shall not be contained in plastic bags.

[B.](#)

Glass shall be contained in a reuseable metal or plastic occupant, owner or Township supplied container.

**§ 70-13**                    **Collection by unauthorized person.**

From time of placement at the curb by anyone of the categories described herein for collection by the Township of Berlin in accordance with the terms hereof, items shall be and become the property of the Township of Berlin or its authorized agent. It shall be a violation of this article for any person unauthorized by the Township of Berlin to collect or pick-up or cause to be collected or picked-up any such items including recycling buckets. Any and each such collection in violation hereof from one or more residences shall constitute a separate and distinct offense punishable as hereinafter provided.

**§ 70-14**                    **Violations and penalties.**

[Added 3-14-1983 by Ord. No. 5-1983; amended 6-2-1976 by Ord. No. 76:6; 7-24-2006 by Ord. No. 2006-10]  
Any person violating or failing to comply with any of the provisions of this article shall, upon conviction thereof, be punishable by a fine of not less than \$50 nor more than \$1,000, or by imprisonment in the county jail for a term not to exceed 90 days, or both, in the discretion of the court. The continuation of such violation for each successive day shall constitute a separate offense, and the person or persons allowing or permitting the continuation of the violation may be punished as provided above for each separate offense.

CHRISTOPHER T. MORRIS  
Council President



PHYLLIS MAGAZZU  
Mayor

Council Members  
JOSEPH L. BATTEN  
THOMAS DIGANGI  
JEROME McINTOSH

CATHERINE UNDERWOOD  
Township Clerk

## TOWNSHIP OF BERLIN

MUNICIPAL BUILDING  
135 Route 73 South  
West Berlin, NJ 08091  
Phone (856) 767-1854

### APPLICATION FOR BUSINESS CERTIFICATE OF OCCUPANCY

#### SECTION I

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BUSINESS NUMBER: \_\_\_\_\_

NAME OF OWNER: \_\_\_\_\_

OWNER'S ADDRESS: \_\_\_\_\_

OWNER TELEPHONE NUMBER: \_\_\_\_\_

#### SECTION II

#### VERIFICATION OF MERCANTILE LICENSE

(THIS IS APPLIED FOR IN THE CLERK'S OFFICE)

MERCANTILE LICENSE HAS BEEN APPLIED FOR? \_\_\_\_\_ YES \_\_\_\_\_ NO

\_\_\_\_\_  
(DATE)

\_\_\_\_\_  
(SIGNATURE OF TOWNSHIP CLERK)

#### SECTION III

(MAKE CHECK PAYABLE TO THE TOWNSHIP OF BERLIN)

\_\_\_\_\_ CERTIFICATE OF OCCUPANCY (\$120.00)

\_\_\_\_\_ CONTINUED CERTIFICATE OF OCCUPANCY (\$60.00)

DESCRIPTION OF PROPOSED USE: \_\_\_\_\_

\_\_\_\_\_ LEASE \_\_\_\_\_ OWN

I HEREBY ATTEST, THAT TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION  
ON THIS APPLICATION IS TRUE.

SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_  
\_\_\_\_\_ OWNER \_\_\_\_\_ AGENT

**TOWNSHIP OF BERLIN**

**FIRE DISTRICT #1**

186 Haddon Avenue  
West Berlin, NJ 08091  
Phone (856) 767-1839  
Fax (856) 767- 2248



PHYLLIS MAGAZZU  
Mayor

\_\_\_\_\_  
JOE JACKSON SR.  
Fire Official

**FIRE DEPARTMENT REGISTRATION**

NAME OF BUSINESS: \_\_\_\_\_  
ADDRESS OF BUSINESS: \_\_\_\_\_  
PHONE NO. OF BUSINESS: \_\_\_\_\_  
OWNER OF BUSINESS: \_\_\_\_\_  
OWNER'S ADDRESS: \_\_\_\_\_  
PHONE NO. OF OWNER: \_\_\_\_\_  
SQUARE FOOTAGE OF BUILDING: \_\_\_\_\_

**NON-LIFE HAZARD REGISTRATION FEES  
COMERCIAL OT INDUSTRIAL USE GROUP BUILDINGS**

Commercial or industrial use groups include all buildings not listed as life hazard by the New Jersey Division of Fire Safety.

**BUILDING WITH OR WITHOUT ATTACHED DWELLING UNITS:**

NOT TO EXCEED 1,000 SQUARE FEET.....	\$35.00
1,000 SQ. FT. NOT EXCEEDING 3,000 SQ. FT.....	\$58.00
3,000 SQ. FT. NOT EXCEEDING 9,000 SQ. FT.....	\$86.00
9,000 SQ. FT. NOT EXCEEDING 15,000 SQ. FT.....	\$144.00
15,000 SQ. FT. NOT EXCEEDING 50,000 SQ. FT.....	\$200.00
50,000 SQ. FT. NOT EXCEEDING 100,000 SQ. FT.....	\$260.00
100,000 SQ. FT. NOT EXCEEDING 200,000 SQ. FT.....	\$460.00
200,000 SQ. FT. NOT EXCEEDING 300,000 SQ. FT.....	\$690.00
FOR ADDITIONAL 100,000 SQ. FT.OR PART THEREOF.....	\$230.00

NOTE: Each floor or story shall be calculated as separate areas for building calculations. The “user” of the space must register and pay the registration fee. In buildings that have common areas, the owner is responsible to register and pay the registration fee. All registrations will be for a period of (1) year.

**RESIDENTIAL BUILDINGS**

Includes building with dwelling units not listed as life hazard by the NJ Division of Fire Safety, except one and two family owner occupied units.

**UNIT SIZE:**

ONE (1) TO THREE (3) UNITS.....	\$40.00
FOUR (4) TO TEN (10) UNITS .....	\$86.00

**RETURN COMPLETED FORM AND CHECK MADE PAYABLE TO “FIRE DISTRICT #1” TO  
135 ROUTE 73 SOUTH, WEST BERLIN, NJ 08091**

**BERLIN TOWNSHIP POLICE DEPARTMENT  
BUSINESS REGISTRATION APPLICATION FORM**

**PLEASE PRINT CLEARLY**

**ID#:** \_\_\_\_\_

<b>Name:</b> _____			
Last	First	Middle	
<b>Address:</b> _____			
Street	City	State	Zip Code
<b>Number of Years at this Address:</b> _____		<b>Phone Number:</b> _____	
		(Circle One)	Home      Cell      Other
<b>Date of Birth:</b> ___/___/___ <b>Age:</b> ___ <b>Race:</b> ___ <b>Hgt:</b> ___ <b>Wt:</b> ___ <b>Hair:</b> ___ <b>Eyes:</b> ___			
<b>Birthplace:</b> _____ <b>SS#</b> ___ - ___ - ___ <b>D/L:</b> _____			
<b>Marks/Scars/Amputation:</b> _____			
<b>Other Names Used:</b> _____			
<b>Name of Business:</b> _____			
<b>Address:</b> _____		<b>Business Phone:</b> _____	
<b>Nature of Merchandise or Service:</b> _____			
<b>DATE:</b> _____		<b>OFFICER:</b> _____	
If the applicant is an employee or agent, he/she must attach to this application form, a letter from the firm or corporation for which the applicant purports, authorizing to act as agent or representative.			
Please list the names and phone #'s of 3 people who can be contacted for an emergency at the business after hours:			
<b>Emergency #1</b>			
<b>Emergency #2</b>			
<b>Emergency #2</b>			

**BERLIN TOWNSHIP  
POLICE DEPARTMENT**

135 ROUTE 73 SOUTH  
WEST BERLIN, NJ 08091

**ALARM REGISTRATION**

NOTICE DATED: \_\_\_\_\_

In accordance with the Ordinance Code 1999-7 of the Township of Berlin all alarms must be registered with the Police Department. If you have received this form after and alarm activation you must register your system within fourteen (14) days. Failure to do so may result in the discontinuation of police response.

**PROPERTY INFORMATION**

PROPERTY LOCATION: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

ADDRESS OF PROPERTY OWNER (If different than above):  
\_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

**ALARM INFORMATION**

ALARM TYPE:     AUDIBLE     VISIBLE     MONITORED     LOCAL

NAME OF ALARM MONITORING COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

**DIRECT DIAL ALARMS TO THE POLICE DEPARTMENT ARE PROHIBITED!!!**

**EMERGENCY RESPONDERS**

There must be at least two people who are authorized to respond and open premises at any time.

NAME: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

Alarms installed after 5/16/1999 must have a timing device, which automatically shuts off the alarm within sixty (60) minutes after it is activated. Alarms installed prior to 5/16/1999 must either have a timing device or procedures in place whereby the alarm is manually or automatically shut off within sixty (60) minutes after it is activated.

**OCCUPANT INFORMATION**

Names of Each Occupant (if other than the property owner): \_\_\_\_\_

Pursuant to Berlin Township Code, I hereby indemnify and hold the Township harmless from and on account of any and all damages out of the activities of the registrant or its alarm contractor and arising out of the existence, operation, failure to operate, use or misuse of the alarm systems on the registered premises and arising out of the operation of failure to operate of the alarm console.

X \_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER

\_\_\_\_\_  
DATE

X \_\_\_\_\_  
SIGNATURE OF OCCUPANT

\_\_\_\_\_  
DATE

X \_\_\_\_\_  
SIGNATURE OF OCCUPANT

\_\_\_\_\_  
DATE