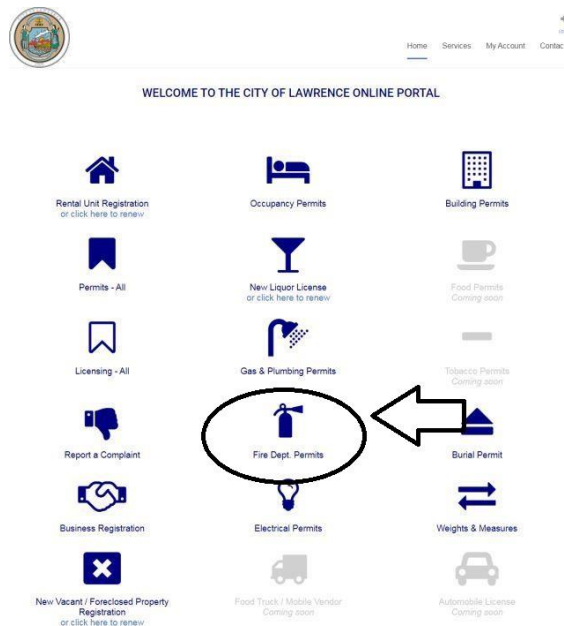




APPLYING FOR A PERMIT/LICENSE USING CITIZENSERVE

Applying for standard permits or licenses with the Lawrence Fire Department can be done by following the steps below:

1. Go to www.cityoflawrence.com/permitsapplication
2. If applying for a Fire Department permit click on the extinguisher symbol above “Fire Dep. Permits”. If applying for a License click on “Licensing-All”.



3. Create an account for our Citizen Serve Portal. You will use this login to check status of permit/license, or to put in other future requests.

2015 COPYRIGHT BY ONLINE SOLUTIONS, LLC

citienserve

4. Pick correct permit or license that you are applying for. Fill out application and upload all required documentation. You will receive a notification when a member of the fire prevention team has reviewed it and if anything else is required before its issuance. The review process is not immediate so take that into consideration.

2015 COPYRIGHT BY ONLINE SOLUTIONS, LLC

citienserve

Some examples of Lawrence Fire Department permits (temporary work/activities) listed:

- Combustible dust operations
- Hotworks
- Fire alarm work
- Sprinkler work
- Hood suppression systems
- Fireworks
- Fumigation
- Industrial oven/furnace install
- Oil burning equipment install
- Temporary Events
- Underground tanks and piping
- Dumpsters

Some examples of Lawrence Fire Department licenses (applied for yearly) listed:

- Acetylene
- Hotworks fixed facility
- Fixed dumpster
- Flammable Storage
- Mobile Cooking
- Refueling License
- Hazardous process facilities

For Any Questions Involving Permits, reach out to the fire prevention department at 978-620-3419 or fireprevention@cityoflawrence.com.