DEPARTMENT OF LICENSING & REGULATORY AFFAIRS

BUREAU OF FIRE SERVICES

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MAP AND DIRECTIONS:

The Bureau of Fire Services (BFS) is located at 3101 Technology Boulevard, Suite H in Lansing, Michigan (zip code 48910) just off exit 11 (Jolly/Dunckel Road) from US-127. Once off the exit, turn left onto Dunckel Road and again at the light on Collins Road. Take another left onto Biotechnology Drive and then turn right onto Technology Boulevard. Turn right into the first drive.

Click here for a map to our Bureau.

DIVISIONS:

Administration:

The Office of the State Fire Marshal, Deputy Director and State Fire Safety Board. Also handles inquiries concerning Fire Safe Cigarettes.

- Main Telephone: (517) 241-8847 / Fax: (517) 332-1428
- State Fire Safety Board: (517) 241-2074
- Fire Safe Cigarettes: (517) 241-8847 / Fax: (517) 332-1428 / E-mail: firesafecigarettes@michigan.gov
- General Information: (517) 241-8847 / Fax: (517) 332-1427 / E-mail: lara-bfs@michigan.gov

Field Services/Fire Marshal Division:

The Field Services/Fire Marshal Division seeks to assure maintenance of fire safe conditions in state regulated facilities through the inspection of all new construction, additions or renovations of existing facilities as well as annual inspections as required by licensing agreements.

- Detroit Field Office Telephone: (517) 241-0697 / Fax: (517) 332-1427
- Lansing Field Office/Child Care Section Telephone: (517) 335-3529 / Fax: (517) 332-1427
- Grand Rapids Field Office Telephone: (517) 335-0683 / Fax: (517) 332-1427
- Gaylord Field Office Telephone: (517) 335-0683 / Fax: (517) 332-1427

Click here for an inspection region map.

Please direct inspection requests to: bfsinspectionrequest@michigan.gov. Note: Inspections for nursing homes, camps, child care/daycare and juvenile facilities inspections are conducted by the Bureau of Community and Health Systems (BCHS).

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Fire Fighter Training Division (FFTD):

The FFTD serves the training needs fire department and fire fighters throughout the state as well as oversees the Certified Fire Inspector Program. Also the office of the Fire Fighter Training Council.

- Lansing Central Office Telephone: (517) 241-8847 / Fax: (517) 332-1427
- Escanaba Office Telephone: (906) 399-4399 / Fax: (906) 233-9706

Click here for a link to the FFTD map.

Fireworks Program:

The Fireworks Program regulates the sale and use of consumer-grade fireworks in the state of Michigan as outlined in Public Act 256 of 2011.

- Telephone: (517) 373-7441 / Fax: (517) 332-1427
- Consumer Fireworks Applicants and Certificate Holders: E-mail: fireworks@michigan.gov
- Fireworks Appeals: E-mail: fireworksappeals@michigan.gov

National Fire Incident Reporting System (NFIRS):

Through an automated reporting system, NFIRS collects accurate data of fire department activity in order to better understand the fire problem in Michigan and develop strategies to address these issues to increase safety.

- Telephone: (517) 241-0691 / Fax: (517) 332-1427 / E-mail: nfirs@michigan.gov

Plan Review Division:

The Plan Review Division performs plan reviews of all new construction, additions or renovations of state regulated facilities as well as provides formal training for the fire service and constituents in the interpretation of the fire safety rules. The Division also oversees the certification of certified firms and qualified persons.

- Telephone: (517) 335-0683 / Fax: (517) 332-1427

To release plans to a field inspector, please submit an inspection request to: bfsinspectionrequest@michigan.gov. Note: Inspections for nursing homes, camps, child care/daycare and juvenile facilities inspections are conducted by the Bureau of Community and Health Systems (BCHS).

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Storage Tank Division:

The Storage Tank Division regulates both above and underground storage tanks, gas stations, trucking companies, generator tanks and any petroleum or hazardous substance tank over 110 gallons.

- Central Office Telephone: (517) 241-8847 / Fax: (517) 332-1428
- Billing & Invoices: Telephone: (517) 241-9486 / Fax: (517) 332-1428 / blockj@michigan.gov
- Financial Responsibility: Telephone: (517) 335-7260 / Fax: (517) 332-1428 / E-mail: wieberk@michigan.gov
- Tank Registrations and Removals: Telephone: (517) 335-7210 / Fax: (517) 332-1428 / E-mail: stewardj@michigan.gov
- Plan Reviews, Site Assessments, Variance Requests & Product Approvals:
  - Telephone: (517) 335-2137
  - Fax: (517) 332-1428
  - E-mail: tannerj@michigan.gov
- Regions 1 & 2 Field Office Telephone: (586) 289-0815 / Fax: (517) 332-1428
- Regions 3 & 4 Field Office Telephone: (616) 550-1684 / Fax: (517) 332-1428
- Reporting and Notification of Hazardous Material Incidents: E-mail: lara-ust-ast@michigan.gov / Phone: 800-292-4706 for the Department of Environmental Quality's Pollution Emergency Alerting System

Click here for an inspection region map.

FOIA REQUESTS:

Requests for public records under the Freedom of Information Act (FOIA) can be submitted to the Department Licensing and Regulatory Affairs (LARA) FOIA Coordinator. For more information or to access the Request for Public Records form, please visit the FOIA webpage at: http://michigan.gov/lara/0,4601,7-154-72704-357923--,00.html

MAILING ADDRESSES:

Please refer to the table below to help determine which address your correspondence should be sent to. *For online payment options, refer to pages 4 and 5.*

Mailing address:	Items to be mailed:
LARA/Bureau of Fire Services Attn: (Insert Division Name) PO Box 30700 Lansing, MI 48909	• General correspondence without payment • Fireworks Citation Appeals (Attn: Violations Bureau/State Fire Marshal) • State Fire Safety Board Appeals • Fireworks Citation Appeals to MAHS

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Mailing address:	Items to be mailed:
LARA/Bureau of Fire Services Attn: (Insert Division Name) 2407 N. Grand River Avenue Lansing, MI 48906	• Plans submitted to Plan Review • Check payments to Plan Review • Fireworks Safety Fees send overnight mail • Overnight Fire Safe Cigarette Registration and Payment Processing
LARA Attn: Cashiers Office UST/AST PO Box 30033 Lansing, MI 48909	• UST/AST Proof of Financial Responsibility • Payment to the Storage Tank Division
LARA/Bureau of Fire Services Attn: Fireworks Program PO Box 30642 Lansing, MI 48909	• Fireworks Safety Fees • Fireworks Citation Fines
LARA/BFS/Fire Safe Cigarette Program c/o LARA Office Services Mailroom P.O. Box 30015 Lansing, MI 48909	• Fire Safe Cigarette Registration and Payment Processing
LARA/Bureau of Fire Services Attn: (Insert Division Name) 3101 Technology Boulevard, Suite H Lansing, MI 48910 *Note: There is not a mail receptacle located at this address.*	• Overnight packages only • *Note: if payment is included, please submit online when able.*
LARA Attn: FOIA Coordinator Ottawa Building, 4th Floor P.O. Box 30004 Lansing, MI 48909	• FOIA Requests

ONLINE PAYMENTS:

BFS is also pleased to offer several online payment options. Please refer to the list below.

Online Payment Link:	Payment Type:
https://www.thepayplace.com/mi/deleg/planreview OR https://aca3.accela.com/LARA	• Plan Review Project and Inspection Fees • 12-A Documentation Fee • False Final Inspection Fees
https://www.thepayplace.com/mi/deleg/firesafetyfines	• Fireworks Citation Fines

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Online Payment Link:	Payment Type:
https://aca3.accela.com/LARA	• Aboveground Storage Tank registration fees
https://aca3.accela.com/LARA	• Underground Storage Tank Registration fees
www.michigan.gov/elicense	• Hospital Bed Fees
https://aca3.accela.com/LARA	• Fireworks Applications • Fire Safety Fees (FSF)
www.michigan.gov/fscregistration	• Fire Safe Cigarette Registration Fees