



**TOWN OF SECAUCUS
TEMPORARY OUTDOOR DINING
SPECIAL EVENT PERMIT APPLICATION 2020**

This Application must be completed in its entirety and submitted prior to the Temporary Outdoor Dining Special Event (“Event”). All Questions must be fully answered or, if it does not apply to the Event, indicate “NA” for “Not Applicable.” If more space is needed or other documentation submitted, please attach to this Application at submission. There is no fee for this Application.

PERMITS SHALL BE VALID FOR A PERIOD THROUGH SEPT. 7, 2020*

***subject to current COVID-19 regulations and at the discretion of the Town of Secaucus.**

Date of Application: _____

Application For: **TEMPORARY OUTDOOR DINING**

Restaurant Name	
Restaurant Address	
Restaurant Phone	
Email	
Owner/Contact Person	
Owner/Contact Phone	
Owner/Contact Address	
Owner/Contact Email	

Proposed dates for Participation: _____, 2020 to _____, 2020

Days and Hours of Planned Operation of Outdoor Dining:

*Please note outdoor dining locations can only be used between 8:00am and 10:00pm.

_____ Monday from _____ am/pm to _____ am/pm
 _____ Tuesday from _____ am/pm to _____ am/pm
 _____ Wednesday from _____ am/pm to _____ am/pm
 _____ Thursday from _____ am/pm to _____ am/pm
 _____ Friday from _____ am/pm to _____ am/pm
 _____ Saturday from _____ am/pm to _____ am/pm
 _____ Sunday from _____ am/pm to _____ am/pm

**Anticipated # of Persons
During Peak Times:**

Staff /management/security _____
Customers /total available seats _____

Location of Event – Planned Temporary Outdoor Seating Area (include square footage if known):

Does the Business own the property on which the Event will be taking place? ___ Yes ___ No

If **No**, please submit a letter from the Landlord/Landowner permitting the Event/Temporary Outdoor Dining to occur on the property/location specified.

Please detail or submit any plan or provisions in place, including any contractor or outside company involved, for the following (if applicable):

Site Plan/Layout/Occupancy Plan (Please identify all entrances, exits, structures, tables, seating, lighting, decorations, heat lamps, etc. on a plan/layout – hand drawn is acceptable):

Fire Safety/Security Plan:

Service/Clean-up Plan (ie. Table service, open seating, etc.):

Parking Plan:

Insurance:

Please submit a current Certificate of Insurance for your business and event location. If located on Town of Secaucus property, please include the Town of Secaucus as an additional insured.

If you are requesting any special assistance, personnel or equipment from the Town of Secaucus, please describe below:

Will any of the following be present:

Alcoholic beverages Y / N

Tents /Temporary Structure Y / N

PLEASE READ AND INITIAL NEXT TO EACH OF THE FOLLOWING, INDICATING YOUR AGREEMENT:

_____ I understand that the Town of Secaucus is informing me on the attached pages of policies and guidelines that I will need to familiarize myself with for a Temporary Outdoor Dining Special Event Permit , and that my compliance with such is necessary in the interest of safety, health and welfare.

I have fully read, understand and agree to comply with all the rules and regulation on the attached pages entitled (Initial by each):

- _____ **State of New Jersey Governor’s Executive Order No. 150**
- _____ **State of New Jersey Department of Health Executive Directive No. 20-014 COVID-19 Protocols for Food or Beverage Establishments Offering Service in Outdoor Areas Pursuant to Executive Order No. 150**
- _____ **State of New Jersey Division of Alcoholic Beverage Control SR 2020-10 Special Ruling Establishing Temporary COVID-19 Permit to Expand Licensed Premises**
- _____ **Town of Secaucus Temporary Outdoor Dining Special Event 2020 Additional Rules and Regulations**

_____ I hereby agree to hold the Town of Secaucus and its directors, officers, agents and/or employees harmless and indemnify them from and against any liability, claims, judgments or expenses that may arise out of or from the Event detailed above, including but not limited to, injury, sickness, death or damage to property.

_____ If utilizing the public right-of-way or any other property owned and/or maintained by the Town of Secaucus, I understand that my use, use by any additional applicants on this form and use by any of my employees, customers, and guests is at my/our own risk. I hereby agree to expressly assume and accept any and all risks, whether known or unknown, minor or serious, that may arise out of my or my additional applicants and guest’s use. I/We agree to hold the Town of Secaucus and its directors, officers, agents, volunteers, staff and/or employees harmless and indemnify them from and against any liability, claims, judgments or expenses that may arise out of or from my/our activities or presence on the public right-of-way or any other property owned and/or maintained by the Town but not limited to, injury, accidents, loss of

property, death, or sickness, whether or not such is caused by negligence of the Town, its directors, officers, agents, volunteers, staff, volunteers, staff employees or a third party.

_____ I understand that it is my responsibility to keep the Town informed of any changes between the time of the Application and/during the Event and to request approval for such. This includes, but is not limited to, changes in contact person, physical setup and operation.

_____ I understand that permits are valid through September 7, 2020, subject to the discretion of the Town. The Town reserves the right to revoke the authorizing resolution at any time for any reason.

_____ I understand that the Town of Secaucus reserves the right to revoke the temporary permit at any time for failure to fully comply with any and all of the policies or guidelines, or for any reason in the interest of the safety, health and welfare of myself, employees, customers, or the general public at its sole discretion.

_____ I understand that I am bound by and shall abide by any applicable federal, state or local laws, regulations and ordinances. I understand that any changes in the regulations or guidance from state or local authorities must be followed and changes to or even closure of operation/Temporary Outdoor Dining Special Event may be mandated.

I have read and completed the above Application, and fully understand and agree to all the terms as set forth.

Print Name:

Title:

If applicable, entity acting on behalf of:

Dated:

To Be Completed by Town of Secaucus Staff:

Date Permit Application Received: _____

Name of Staff Member: _____

Reviews Completed By: Zoning Officer
 Fire Official
 Fire Department designee
 Department of Health designee
 Police Department designee
 ABC designee (if applicable)

Permit # Issued: _____ Permit Expiration Date: _____



TOWN OF SECAUCUS TEMPORARY OUTDOOR DINING SPECIAL EVENT 2020 ADDITIONAL RULES AND REGULATIONS

In addition to the Governor's Executive Order 150, other standing Governor's Executive Orders, State of New Jersey Department of Health Executive Directive No. 20-014 and State of New Jersey Division of Alcoholic Beverage Control SR 2020-10 Special Ruling, the following additional rules and regulations shall be adhered to:

- Only approved outdoor locations and seating plans shall be utilized. All outdoor dining, tables, chairs and other equipment/items/decorations must stay within designated, approved area. Any barriers or area designations erected by the Town shall not be moved by permittee.
- Permittee is fully responsible for providing and setting up and removing all tables, chairs, and other equipment equipment/items/decorations used during the event.
- Outside dining operations are permitted between 8:00am and 10:00pm.
- All outside dining and operations must be cleared by 10:30pm and returned to a neat, orderly and clean condition. Permittee shall sweep and wash down the outside area daily.
- Permittee shall clear all tables, chairs and other equipment/items/decorations from the outdoor dining location overnight and during non-business hours. Permittee shall bring indoors or lock all tables, chairs and other equipment/items/decorations in a secured location when not in use.
- All garbage and recyclables must be cleaned up and placed in proper containers supplied by Permittee.
- No preparation of food or beverages shall take place outdoors.
- Permittee shall keep all outdoor areas in a clean and sanitary condition at all times in accordance with all current sanitation requirements.
- Permittee shall ensure all egress and access aisles remain clear at all times of operation to/from the outdoor dining area.
- Pedestrian sidewalks must remain accessible and in compliance with ADA requirements.
- Permittee shall be mindful of the surrounding area and neighbors. The Town's Ordinance pertaining to Noise, Chapter 93, must be adhered to.
- Occupancy must be monitored and maximum capacity not exceeded. No other persons, other than those being served or staff, shall be within the outdoor dining area.
- A contact person/manager must be available on-site during hours of operation.

Stay safe. Let's make outdoor dining in Secaucus a success!