 BOROUGH OF FANWOOD

75 MARTINE A VENUE, NORTH

FANWOOD, NEW JERSEY 07023 (908) 322-8236 FAX (908) 322-7178

SIDEWALK CAFÉ/RETAIL USE PERMIT ---------------------------------- Block 64 and Commercial Corridor – 2020 ------------------------------

Fanwood is probusiness. The Borough encourages the use of the temporary outdoor café /retail use is a welcomed attraction to our pedestrian friendly community.

The Code of the Borough of Fanwood requires that all lands and premises in the Borough of Fanwood, both residential and non-residential, must be maintained in accordance with the standards of upkeep and appearance.

In addition to the application (attached), the Borough has established a few additional guidelines in the interest of securing the annual permit; not limited to the following:

* Annual applications shall be submitted to the Zoning office for preliminary review/approval.
* Application must be clear, legible. and include all information which is pertinent to the approval.
* Initial/Renewal Requirements: Annual Interpretation is required April 1, 2020 through October 31, 2020.
* ***Any/All open permits/fees/registrations must be up to date/exercised prior to the issuance of Café Permit***
* ***Food License must be active current March 31, 2020 – March 31, 2021 (Annual handler’s renewal)***
* The permit may be exercised *following the review/approval* of the Zoning Official and Borough Administrator.
* Tables/chairs/displays must align the establishment frontage (side and rear may apply). The sidewalks must remain available and unobstructed thus allowing opportunity for pedestrian flow. ***Six (6) foot pedestrian sidewalk.***
* When not in use, the chairs/tables/displays must be secured a free from blight. No outside of doors refuse/recycle cans.
* Advertisements/banners are subject to the review/approval of the Zoning Official and the governing body prior to installation. Kindly note that banner and advertisements are restricted to a limited time.

Banners are traditionally offered to recognize an anniversary, milestone, and/or grand opening, and not to advertise another good/service and/or offer a promotional advertisement; daily specials etc.

* Under separate review the permit must meet all requirements from the Uniform Construction Code.
* The café/retail use permit is subject to the review/approval/permitting/requirements from the Borough Board of Health.
* Attached are the Board of Health supplements in the best interest of public health, safety and social distancing.
* Attached Governor Murphy’s Executive Order 150. Effective June 15, 2020.
* The café/retail use permit must meet all requirements as established via ordinance Article III 259: 35-47 in the enclosure provided.
* The Zoning Department reserves the right to provide guidance on a parcel by parcel and/or use by use; not limited to interpretation terms, and conditions.

Liz Jeffery is the Borough’s Director of Economic Development. The Borough offers quarterly meetings in for collaboration and promotional opportunities. Additionally, the Borough encourages participation in annual events as Fanwood Ladies Night Out, Shop Small Saturday and Fanny Wood Day (September).

In the event that the Borough offices may be of further assistance, please do not hesitate to contact me directly @ 908.322.5244 extension 132.

Raymond L. Sullivan, Zoning Official