

RECEIVING CLERK _____
DATE REC'D _____

LAND USE PERMIT APPLICATION

(FOR OFFICE USE ONLY)

PROJECT # _____
LAND USE # _____

BLOCK: _____ LOT: _____ SITE ADDRESS: _____

1. PROPERTY OWNER'S NAME: _____

NAME OF PERSON RESPONSIBLE IF OWNER IS CORP. OR LLC:

PROPERTY ADDRESS: _____

DEVELOPMENT NAME: _____

PHONE #: _____ EMAIL: _____

2. NAME OF APPLICANT: _____
(if different from owner)

APPLICANT ADDRESS: _____

PHONE #: _____ EMAIL: _____

3. PERSON RESPONSIBLE FOR WORK/CONTRACTOR: _____
(if different from owner and/or applicant)

PHONE #: _____ EMAIL: _____

4. APPLICANT SIGNATURE: _____ DATE: _____

PROJECT DESCRIPTION:

- | | |
|--|--|
| <input type="checkbox"/> IN-GROUND POOL | <input type="checkbox"/> FENCE: HEIGHT _____ |
| <input type="checkbox"/> ABOVE-GROUND POOL | TYPE: _____ |
| <input type="checkbox"/> BANNER/WINDFLAG | <input type="checkbox"/> SIGN: ILLUMINATED _____ |
| <input type="checkbox"/> ACCESSORY STRUCTURE | <input type="checkbox"/> RETAINING WALL, OVER 30" HIGH |
| <input type="checkbox"/> PATIO/DECK | <input type="checkbox"/> RESIDENTIAL CONSTRUCTION |
| <input type="checkbox"/> TREE REMOVAL | <input type="checkbox"/> COMMERCIAL CONSTRUCTION |
| <input type="checkbox"/> WELL | TYPE OF RES./COMM.CONSTRUCTION _____ |
| <input type="checkbox"/> GENERATOR | <input type="checkbox"/> OTHER _____ |

FOR OFFICE USE ONLY

FEE SUMMARY: (non-refundable)

APPLICATION FEE: \$ _____ **50.00**__

CHECK #: _____ CASH: _____

CREDIT CARD: _____ (LAST 4 DIGITS)

CALL (732) 938-4077
TO CONFIRM APPLICATION
FEE AMOUNT

BOARD APPROVAL: _____

PLANNING BOARD ZONING BOARD

RESOLUTION #: _____ DATE: _____

LAND USE REVIEW DATE: _____

APPROVED

REJECTED INITIALS: _____

COMMENTS/CONDITIONS:

RESIDENTIAL OR COMMERCIAL CONSTRUCTION

ALL APPLICABLE INFORMATION MUST BE FILLED OUT

USES: Principal _____
Accessory _____
New Construction _____ Existing Structure _____
Interior Remodeling _____

DESCRIPTION OF LOT:

Frontage _____ feet Depth _____ feet
Total Lot Area _____ square feet
On an Improved Street: Yes - No Corner Lot: Yes - No
Septic City Sewer Well City Water

PRINCIPAL STRUCTURES (IF BEING MODIFIED):

Change Proposed: _____
Setback from Right of Way: _____ feet
(and _____ feet if corner lot)
Sideyard Clearances: _____ feet & _____ feet
Rearyard Clearances: _____ feet

ADDITION TO PRINCIPAL STRUCTURE INFORMATION (IF PROPOSED):

Height: _____ feet to highest point
Length: _____ feet Width: _____ feet
Sideyard Clearances: _____ feet & _____ feet
Rearyard Clearances: _____ feet

ACCESSORY STRUCTURES (IF PROPOSED):

Type: _____
Height: _____ feet to highest point
Length: _____ feet Width: _____ feet
Sideyard Clearances: _____ feet & _____ feet
Rearyard Clearances: _____ feet

DECK/PATIO:

Height: _____ At grade: _____
Material Construction (pavers, wood, etc.): _____
Sideyard Clearances: _____ feet & _____ feet
Rearyard Clearances: _____ feet

SURFACE COVERAGE:

Percentage of Lot Covered by Buildings: _____ %
Percentage of Lot Covered by Other Impervious Surfaces: _____ %
Total Percentage of Lot Coverage: _____ %

Rules and Regulation for COVID Business Revitalization Plan

Temporary Outdoor Dining Area. A designated area on the premises of a retail food establishment or restaurant, but outside the principal building, and where patrons may sit at tables while consuming food and beverages.

Outdoor Dining Area.

A. A Land Use Certificate will be required for all outdoor dining area. The fee for the Land Use Certificate shall be \$50.00. The fee shall not be pro-rated.

B. Temporary Outdoor Dining areas as defined in this Section may be established for any existing retail food establishment or restaurant facilities with current interior dining area. This does not include food trucks unless the food truck is owned by the permanent retail establishment and operated on the same site as the permanent restaurant establishment.

C. No person shall operate an Outdoor Dining Area without a permit from the Borough of Farmingdale. A permit is valid until December 31, 2020 unless extended by the Governing Body. A new permit would be required for any extension beyond December 31, 2020 unless otherwise directed by the Governing Body.

D. Applicants shall apply for permit approval in accordance with the provisions of this Resolution. When necessary, the Zoning Officer *can request a review* by the Building Department, Fire Official, who shall then provide the Zoning Officer written reports of their opinions and recommendations regarding the application.

E. Applicant shall meet the general ordinance requirements and all other laws, rules, regulations and codes applicable to the proposed activity.

F. Any restaurant or retail food establishment which has previously received approval by resolution of the Planning Board or Zoning Board of Adjustment for outside seating is exempt from the above permitting requirement. This exemption applies only for the specified number of seats permitted in the approving resolution.

G. Outdoor Dining Areas blocking a public sidewalk or public right-of-way or firelane are prohibited. Parking lot areas are permitted so long as adequate parking stalls are provided for the total combined capacity of indoor and outdoor seating per ordinance .

H. An application and Permit shall be required for all Outdoor Dining Areas.

1. All permits required by this section shall be applied for and obtained from the Borough of Farmingdale and the Zoning Officer.

2. If the owner of the property is a person or entity other than the applicant, then the owner of the property must provide written approval for outdoor seating and must sign off on the plan submitted in the application.

3. The applicant shall submit to the Zoning Officer through the Farmingdale Building Department a layout of the proposed seating areas, which shall include a depiction of all aisles, seating areas and means of ingress and egress. The applicant shall also detail proposed barriers such as large planters or shrubs, decorative fencing or vehicle barriers designed to enclose the eating area. The sketch may be hand drawn.

4. The Zoning Officer shall review each application to ensure that the proposed operation of the Outdoor Dining Area will not interfere with pedestrian or vehicular traffic. Necessary pedestrian access shall be provided, at the discretion of the Zoning Officer. Under no circumstances shall pedestrian space on sidewalks be reduced to under 4 feet in width.

5. Zoning Officer may recommend changes or alterations to a plan to ensure compliance with these Rules, Regulations and Specifications, which shall be incorporated by applicant prior to the plan's approval.

I. All Outdoor Dining Areas shall comply with the following Rules, Regulations, and Specifications.

1. The Outdoor Dining Area shall be operated and maintained in accordance with the outdoor seating plan as finally approved, and by the same person who operates and maintains the retail food establishment.

3. The total existing permitted occupancy of the restaurant or retail food establishment shall not be increased by the establishment of an outdoor dining area.

4. No furniture, apparatus, decoration, or appurtenance used in connection with the operation with the Outdoor Dining Area shall be located in such a way as to impede the safe and speedy egress to or from any building or structure.

5. The outdoor area used by the Outdoor Dining Area shall be kept clean and free of litter and shall be washed as required.

6. Noise shall be kept at such a level as to comply in all aspects with the provisions of applicable ordinances of the Township.

7. Outdoor Dining Areas shall be permitted to operate from 7:00am until 10:00pm Monday through Thursday and 7:00am until 11:00pm Friday through Sunday during the months of May through December.

8. No outdoor bar or serving stations that require plumbing or electric are permitted.

9. Applicants must comply with all Executive Orders, and ABC regulations and permit requirements pertaining to alcohol beverage sales and consumption.

10. Outdoor Dining Areas shall be solely an extension of the permitted business use within the adjacent building or storefront.

11. Any applicable permits required by the Construction Department must be obtained prior to commencing the Outdoor Dining operation.

J. In case of denial, the applicant shall receive written notice from the Zoning Officer through the Construction Office within 10 business days of application submittal. The Governing Body will offer a secondary review of all applications if requested to do so in writing by the applicant.

Temporary Signage:

Banners and windflags as defined and regulated under [§ 25-42 SIGNS](#), shall be regulated as follows:

A. Applications must be made to the Land Use Department. The fee for a banner or windflag is \$30.00. Applications must be made on the application forms provided by the Township. A plan or sketch must be submitted showing the size and location of the proposed temporary sign. All setbacks to ROW must be shown on plan.

B. Any legally existing and permitted windflag which is approved for anytime period in the calendar year of 2020 is automatically granted a permit extension until December 31, 2020 without further application.

C. Any new banner approval granted on or after May 19, 2020 will be valid until December 31, 2020.

D. Any legally existing business is permitted either one windflag or one banner but not both. Businesses spanning multiple lots are only permitted one windflag or banner. An existing windflag approval can be abandoned for a new temporary sign via application to the Land Use Department.

E. Any existing banner which expires in 2020 will need to apply for another approval to be eligible for the extension to December 31, 2020.

F. All size limits, height limits, setback requirements and sightline requirements detailed by ordinance are applicable. The Zoning Officer can modify these requirements as necessary to ensure the health and safety of the motoring public and pedestrians.