



**V. Checklist for Permit Application:**

1. Begin and End Date of Outdoor Dining	
2. Hours of Operation (NOTE: ALL OPERATION MUST CEASE AT 10:00 P.M.)	
3. Applicant has obtained a COVID-19 Expansion Permit to allow licenses to expand the sale and service of alcoholic beverages onto areas adjacent to or contiguous with the licensed premises. A copy of the Expansion Permit shall be attached to this application if applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No Permit No: _____ <input type="checkbox"/> N/A
4. The following items must be submitted with this application: <ul style="list-style-type: none"> <li>A. Survey or plot plan or layout sketch with measurements showing location, size and number of tables and seating area.</li> <li>B. If applicable, temporary lighting plan.</li> <li>C. If to be located within a parking lot or sidewalk on private property, temporary public safety plan.</li> <li>D. Layout of outdoor seating arrangements with measurements showing the following:                         <ul style="list-style-type: none"> <li>1. Adequate access for emergency response personnel must be allowed to the main entrance of the serving establishment from the outdoor serving area.</li> <li>2. A clear area with a minimum width of four (4') feet shall be maintained for passage of pedestrians using any public sidewalk or right-of-way.</li> <li>3. Depiction of all aisles, seating areas and means of ingress and egress.</li> <li>4. Detail of a formal space delineation, such as a removable fence, shall be provided and used during business hours to define sidewalk space from outdoor dining area. Where outdoor dining is proposed to be located directly adjacent to parking spaces which provide for head-on parking or parking angled towards the proposed outdoor dining area, protective bollards or barriers shall be required.</li> <li>4. Outdoor or patio type furniture must be utilized.</li> <li>5. Signage beyond that permitted for the serving establishment is prohibited.</li> <li>6. The applicant shall detail plans to control litter and waste.</li> <li>7. The applicant shall detail plans as to any and all open canopies or tents (no sides permitted). Tents larger than 30x30 require Type 1 Fire Permit.</li> <li>8. The applicant shall detail plans as to any and all lighting proposed.</li> <li>9. No outdoor music permitted.</li> </ul> </li> </ul>	

**Specific COVID-19 Operation Conditions of this permit**

By submitting its certification below, the applicant acknowledges the following:

1. Applicant has received the Governor’s Executive Order #150 (E.O. 150) and Executive Directive 20-014 (E.D. 20-014) from the NJ Department of Health and New Milford Board of Health Guidelines for Temporary Outdoor Dining Areas;
2. In addition to all the requirements of applicable law for retail dining establishments, the applicant has the legal obligation to comply with all applicable directives required by E.O. 150 and E.D. 20-014 as a condition of its receipt of this permit to operate outdoor dining services;
3. Applicant understands and accepts the fact that its failure to fully comply with all of the requirements of E.O. 150 or E.D. 20-014 shall result in the Borough’s summarily revoking or suspending this permit;
4. Applicant’s failure to comply with each and every aspect of the approved/permitted plan for outdoor dining, as well as Borough Ordinances, shall subject the applicant to the Borough’s revocation or suspension of this permit.
- 5. The Borough of New Milford reserves the right to revoke any permit issued at any time, and to terminate the permit program at any time.**

