

VILLAGE OF RIDGEWOOD

Permit #

Building Department | 131 North Maple Avenue, Ridgewood, NJ 07450

CENTRAL BUSINESS DISTRICT — SIDEWALK DISPLAY PERMIT APPLICATION

Ordinance No. 4096 | B-1 and B-2 Zones, including the North Walnut Street Redevelopment Zone | No Permit Fee

APPLICATION DATE *

PERMIT YEAR *

Instructions: Complete **ALL** sections in full. Attach supplemental sheets if additional space is needed.
Incomplete applications will not be processed. Submit with Certificate of Insurance to the Building Department.

SECTION 1 — BUSINESS INFORMATION

TRADE / BUSINESS / CORPORATE NAME UNDER WHICH APPLICANT OPERATES *

BUSINESS PHONE *

BUSINESS ADDRESS — STREET, CITY, STATE, ZIP *

BUSINESS EMAIL *

BUSINESS WEBSITE (IF APPLICABLE) *

TYPE OF BUSINESS ENTITY *

☐ Sole Proprietor ☐ Partnership ☐ Domestic Corporation ☐ Non-Domestic Corporation ☐ LLC

Other:

SECTION 2A — INDIVIDUAL OWNER(S) / SOLE PROPRIETOR / PARTNERSHIP

Complete this section if the applicant is an individual, sole proprietor, or partnership.
List each individual owner and/or partner. Attach additional sheets if there are more than two.

OWNER / PARTNER #1

FULL NAME *

TITLE / ROLE *

RESIDENCE ADDRESS — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

OWNER / PARTNER #2

FULL NAME *

TITLE / ROLE *

RESIDENCE ADDRESS — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

Additional owners/partners — attach supplemental sheet using the same format (Full Name, Residence Address, Phone, Email).

* required field

SECTION 2B — DOMESTIC CORPORATION

Complete this section if the applicant is a domestic corporation. Provide information for ALL directors and officers owning a 10% or greater interest in the corporation, and the Chief Operating Executive. Attach additional sheets as needed.

STATE OF INCORPORATION *

CORPORATE REGISTRATION / CHARTER NUMBER *

CHIEF OPERATING EXECUTIVE

FULL NAME *

TITLE / POSITION *

RESIDENCE ADDRESS — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

DIRECTORS & OFFICERS OWNING 10% OR GREATER INTEREST

FULL NAME *

TITLE / POSITION *

% OWNERSHIP *

%

RESIDENCE ADDRESS — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

FULL NAME *

TITLE / POSITION *

% OWNERSHIP *

%

RESIDENCE ADDRESS — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

FULL NAME *

TITLE / POSITION *

% OWNERSHIP *

%

RESIDENCE ADDRESS — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

Attach supplemental sheet for additional directors/officers using the same format.

SECTION 2C — NON-DOMESTIC (FOREIGN) CORPORATION

Complete this section if the applicant is a non-domestic (out-of-state or foreign) corporation. Provide information for the managing officer designated for service of process within the State of New Jersey.

STATE / COUNTRY OF INCORPORATION *

CORPORATE REGISTRATION NUMBER (STATE OF INCORPORATION) *

NJ REGISTERED AGENT (IF APPLICABLE) *

MANAGING OFFICER FOR SERVICE OF PROCESS IN NEW JERSEY

FULL NAME *

TITLE / POSITION *

RESIDENCE ADDRESS WITHIN NEW JERSEY — STREET, CITY, STATE, ZIP *

PHONE NUMBER *

EMAIL ADDRESS *

SECTION 3 — PREMISES OWNERSHIP

Is the applicant the owner of the premises?

☐ Yes — proceed to Section 4

☐ No — complete below

FULL NAME OF PREMISES OWNER (INDIVIDUAL OR ENTITY)

PHONE NUMBER

MAILING ADDRESS OF PREMISES OWNER — STREET, CITY, STATE, ZIP

EMAIL ADDRESS

ADDRESS OF PREMISES (IF DIFFERENT FROM BUSINESS ADDRESS)

Premises Owner Consent

(signature required if owner differs from applicant)

SIGNATURE OF PREMISES OWNER

PRINTED NAME

DATE

SECTION 4 — SIDEWALK DISPLAY SKETCH & DIMENSIONS

Provide a detailed sketch showing: (1) the display footprint and its location relative to the building facade and curb; (2) all dimensions labeled in feet and inches; (3) the unobstructed pedestrian walkway width; and (4) any other relevant features (i.e. fire hydrant, parking kiosk, street The display must conform to all applicable requirements of Ordinance No. 4096.

↑ Building Facade / Storefront ↑

Upload or draw sketch here — label display footprint, all dimensions,
pedestrian clearance width, and unobstructed travel way
Attach additional sheet if needed — clearly labeled "Section 4 Sketch"

↓ Curb / Street ↓

DISPLAY DIMENSIONS AND PLACEMENT

DIMENSION	MAXIMUM PERMITTED	PROPOSED MEASUREMENT	
Display Width (parallel to storefront)	6 ft. 0 in.	ft.	in.
Display Depth (perpendicular to storefront)	3 ft. 0 in.	ft.	in.
Display Height	5 ft. 0 in.	ft.	in.

Pedestrian Clearance Requirement: The display shall maintain an unobstructed pedestrian travel way of no less than 48 inches (4 feet) on the sidewalk at all times, in accordance with Ordinance No. 4096.

☐ The proposed display placement meets the minimum 48-inch (4 ft.) unobstructed pedestrian clearance requirement.

TYPE / DESCRIPTION OF DISPLAY (E.G., MERCHANDISE STAND, PLANTER) *
LIMITED TO ONE DISPLAY

MATERIALS USED IN CONSTRUCTION OF DISPLAY*

Displays shall:

1. Be weighted to prevent involuntary movement due to wind
2. Be removed at the end of each working day
3. Be self-supporting
4. Not be permanently affixed to the ground or sidewalk
5. Not be chained, cabled, or tied to any fixed object

☐ I agree to adhere to the display regulations listed above in accordance with Ordinance No. 4096.

SECTION 5 — CERTIFICATION, INDEMNIFICATION & INSURANCE

I/We, the undersigned, hereby certify that all information contained in this application is true, accurate, and complete to the best of my/our knowledge and belief. I/We understand that any misrepresentation or omission of material information shall be grounds for denial or revocation of the permit. I/We agree to comply with all applicable provisions of Ordinance No. 4096 governing sidewalk displays in the Central Business District and to maintain the permitted display in compliance therewith at all times.

The applicant agrees to indemnify and hold harmless the Village of Ridgewood, its agents, servants, representatives, and employees from any and all claims, damages, costs, or expenses, including attorney's fees, arising from the placement, use, or maintenance of the sidewalk display for which this permit is issued.

The applicant acknowledges that a Certificate of Insurance naming the Village of Ridgewood as an additional insured (minimum coverage: Bodily Injury \$1,000,000 per occurrence; Property Damage \$1,000,000 per accident) must be submitted together with this application.

SIGNATURE OF APPLICANT / AUTHORIZED REPRESENTATIVE

PRINTED NAME & TITLE / CAPACITY

DATE

FOR BUILDING DEPARTMENT USE ONLY

DATE RECEIVED

PERMIT NO.

RECEIVED / REVIEWED BY

STATUS

☐ Approved ☐ Denied ☐ Incomplete