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◆ TOWNSHIP OF STAFFORD ◆

OCEAN COUNTY

260 EAST BAY AVE • MANAHAWKIN, NJ • 08050-3329

March 3, 2021

Dear Food & Beverage Establishment and Gym & Fitness Centers:

As permitted by "Order Pursuant to the Declaration of Disaster and Emergency COVID-19 Township of Stafford" signed by the Honorable Mayor Gregory E. Myhre, outdoor seating is still permitted.

As required by the Uniform Construction Code (UCC), tents and other structures that cannot meet the structural loading of snow or wind had to be removed after November 30th, 2020. Tents or other structures installed after November 30th, 2020 to March 31, 2021 require a construction permit. A structure such as a tent that does not meet snow load requirements of the International Building Code 2018, could receive a variation to the code if a snow plan is provided by a tent expert, manufacturer or design professional describing the procedures of preventing the accumulation of snow or its' removal during inclement weather conditions.

Tents to be installed **after March 31, 2021** are not subject to a construction permit or snow plan.

If you are considering outdoor seating this year, please fill out the application enclosed. A representative will meet with you to help with your request.

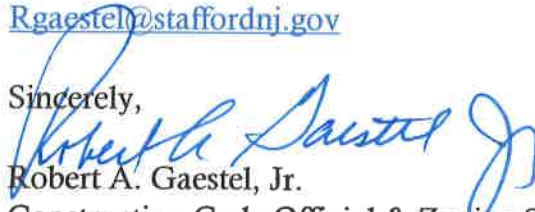
Remember, this Order Pursuant to the Declaration of Disaster and Emergency COVID-19 Township of Stafford is **temporary**. All outdoor seating must be removed within forty-eight (48) hours after the Governors Executive Order is lifted. Your site must return to its original approved site plan.

Any site changes made or for future outdoor seating to remain after the Governors Executive Order is lifted must be approved by the Planning Board or Zoning Board of Adjustment. This is not an automatic approval. You must prove to the Board that you have adequate parking and bathroom facilities along with other information the Board needs to allow for permanent outdoor seating.

If you have any questions, or need further information, please call me at my office Monday through Friday 8:00 a.m. to 9:00 a.m. at (609) 597-1000 ext. 8562 or email to

Rgaestel@staffordnj.gov

Sincerely,


Robert A. Gaestel, Jr.

Construction Code Official & Zoning Supervisor

BLOCK _____ LOT _____ SITE ADDRESS _____ PERMIT NO. _____ FENCE PERMIT NO. _____

TOWNSHIP OF STAFFORD ZONING PERMIT APPLICATION

Proposed Work Site: _____
Name of Owner: _____ Owner's Telephone #: _____
Owner's Mailing Address: _____
Name of Applicant: _____ Applicant's Telephone #: _____
Applicant's Mailing Address: _____
Contact Person: _____ Telephone #: _____ E-mail: _____
Existing Use: _____ Proposed Use: _____
Description of Work: _____

THE FOLLOWING MUST BE COMPLETED IF THE PROPOSED WORK SITE IS LOCATED IN THE TOWNSHIP'S SPECIAL FLOOD HAZARD AREA

Existing First Floor Elevation: _____ (A Zones) Proposed First Floor Elevation: _____ (A Zones)
Existing Lowest Structural Member: _____ (V Zones) Proposed Lowest Structural Member: _____ (V Zones)
Cost of Work (Labor & Materials): \$ _____ Fair Market Value of Principal Structure (TO BE FILLED OUT BY STAFF): \$ _____

SIGNATURE OF APPLICANT: _____ **DATE:** _____

*****FOR OFFICE USE ONLY*****

ZONING PERMIT FEE	\$25.00	CHECK/MO	_____	ZONING RE-INSPECTION	\$15.00	CHECK /MO	_____	DATE	_____
FENCING PERMIT FEE	\$25.00	CHECK/MO	_____	CURB RE-INSPECTION	\$45.00	CHECK/MO	_____	DATE	_____
GRADING: PERMIT FEE	\$25.00	CHECK/MO	_____	PERFORMANCE GUARANTEE - CURB	_____	CHECK/MO	_____	DATE	_____
INSPECTION FEE	\$450.00	CHECK/MO	_____	PERFORMANCE GUARANTEE - TREES	_____	CHECK/MO	_____	DATE	_____
INSPECTION #	_____			TREE RE-INSPECTION FEE	_____	CHECK/MO	_____	DATE	_____
CURBING: PERMIT FEE	\$15.00	CHECK/MO	_____						
INSPECTION FEE	\$75.00	CHECK/MO	_____						
INSPECTION #	_____								

TOWNSHIP OF STAFFORD
TEMPORARY SITE PLAN APPLICATION FOR OUTDOOR SEATING

Available to full-service restaurants currently approved for interior seating and in-person dining. Requests may include relocating existing tables/seats to Township pedestrian right-of-way and/or other locations within the property line, including parking.

APPLICANTS BUSINESS NAME _____

BUSINESS ADDRESS _____

CONTACT PERSON _____ DATE _____

CONTACT PHONE# _____ EMAIL _____

CURRENT APPROVED NUMBER OF SEATS: INSIDE _____ OUTDOORS _____

Written description of requested outdoor seating and proposed method of serving food and beverage to the area. Procedure for use of bathroom facilities for customers:

1. Attach a plan (illustration or photo) showing the following:

- Proposed layout/location of the tables/seats outside _____
- Proposed aisles, routes of ingress and egress _____
- Clearances between tables and chairs _____
- Clearance between seating areas and the curb line
(5' minimum pedestrian clearance is required) _____
- Any proposed structures or temporary barriers (Jersey Barriers)
to protect outdoor seating area _____
- Lighting plan (No extension cords on taped to ground. Must be
Supported overhead in walking areas) _____

2. **Rendering or photos of proposed furniture**
(Must be of like nature and appearance to what is currently utilized on site) _____
3. **Litter Control Plan** shall include a description of the number and location of trash receptacles proposed to the service the outdoor dining area, and the frequency with which the outdoor dining area will be policed for litter in order to control the accumulation of trash/recycling. _____
4. Executed **Hold Harmless Indemnification Agreement** _____
5. **Certificate of Liability Insurance** naming the Township of Stafford as an additional insured with the minimum limit of One Million (\$1,000,000.00) Dollars, and provide proof that said policies have been amended to reflect coverage for the proposed outdoor dining area. _____
6. (Liquor License Holder) Proof of application to the Department of ABC for approval, including but limited to, temporary expansion of premise permit. _____

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- No tables/seats shall obstruct the free flow of pedestrian traffic of any of its approaches.
 - No increase in the number of tables/seats will be permitted.
 - Restaurants shall be permitted to apply to install temporary awnings, tents, pergola and other structures authorized by the Township to protect outdoor seating area.
 - Approved area permitted to be utilized between the hours of 7:00 a.m. and 10:00 p.m. on Sunday through Thursday, and until 11:00 p.m. Friday and Sunday.
 - Tables/seats approved to be located within the Township pedestrian right-of-way must be removed from the right-of-way and stored on site on a daily basis.
 - Approval of any temporary extension of the premises application to permit the sale/consumption of alcohol beverages in outdoor dining areas shall be temporary and shall automatically terminate upon the State of New Jersey rescinding Executive Order 107 and/or the elimination of all social distancing regulations.
 - Each specific violation of this approval shall be considered a separate violation, the owners of the said restaurants shall be subjected to potential multiple violations during the course of each day, and each day in violation shall be considered a separate violation.
 - In the event Executive Order 107 is rescinded, or should social distancing requirements be eliminated, any temporary approval afforded by the Township in accordance with the terms and conditions of the Order shall be deemed void, and the Applicants shall be required to immediately return tables/seats to their previously approve locations.
 - Provide an Accessible Route that is ADA compliant to the restrooms.

The Township of Stafford reserves the right to amend, terminate, or repeal this approval, and accordingly no property rights are granted to any person(s) or entities by virtue of this approval. With the exception of the temporary relief set forth herein, Applicant's must comply with any and all federal, state, county, and local laws and regulations, including any and all other existing ordinances and/or ordinances governing the operation of restaurants.

Print Name for the Applicant

Date _____

Authorized Signatory for the Applicant

FOR OFFICE USE

Matthew von der Hayden, Administrator

Date of Release _____

Comments: _____

Thomas Dellane, Chief of Police

Date of Release _____

Comments: _____

Heidi Michel, Fire Prevention Official

Date of Release _____

Comments: _____

Robert A. Gaestel, Jr, Construction Official

Date of Release _____

Comments: _____