



FEE: _____
BLOCK: _____ LOT: _____
QUALIFIER: _____
APPLICATION FEE: <u>  \$50  </u>

**ZONING PERMIT APPLICATION**  
**FOR TEMPORARY Parklet/StrEATERY LICENSE**

Applications shall be submitted to the Construction Office at [construction@lambertvillenj.org](mailto:construction@lambertvillenj.org).

Application Fees should be submitted to:

18 York Street, Lambertville NJ 08530 ATTN: Construction Office

Please fill out electronically and complete all applicable items. See additional pages for instructions and more information.

**Applicant Information:**

Sponsoring Business/Organization Name: \_\_\_\_\_

Sponsor Address: \_\_\_\_\_

Please list all co-sponsoring businesses below or check here if no co-sponsors: None

2. \_\_\_\_\_ 3. \_\_\_\_\_

Sponsor Contact Name: \_\_\_\_\_

24-Hour Contact Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Application is for a:      StrEATERY                  Parklet

Proposed Days of Week (check all that apply, including hours of operation)

Monday	_____ to _____	Friday	_____ to _____
Tuesday	_____ to _____	Saturday	_____ to _____
Wednesday	_____ to _____	Sunday	_____ to _____
Thursday	_____ to _____		

**Checklist of documents that must be submitted with application:**

- Certificate of Liability Insurance in a minimum amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in aggregate, naming the City of Lambertville and its agents, servants, and employees as additional insured. Policy shall be occurrence-based. Policy shall be in full effect during the licensing period and shall include a 30-day cancellation clause which shall provide notice to the City Clerk
- Letter from Landlord authorizing StrEATERY or Parklet in front of building OR      Business owner owns property
- Insurance Certificate naming the City of Lambertville as additional insured and showing coverage for BYOB (Bring Your Own Bottle) and/or serving alcoholic beverages outside your premises
- A photo and sketch of the proposed parklet or strEATERY must be provided showing the following details:
  1. Length in feet and number of parking spaces (if not demarcated on the street, then 20 ft. each)

2. Depth - the distance from curb to outer divider/barrier (Note this dimension will be limited by parking lane width and required buffer/offset)
3. Identification of hydrants, street signs and any building entrances within the area
4. Identification of building entrances, including the establishment's entrance & any residential entrances Number and placement of tables, chairs, signs, and any other equipment.
5. For parklets, an architectural plan or rendering showing proposed dimensions and materials proposed
6. For strEATERIES, the location of the temporary ADA curb-ramp(s)

**Applicant Statement**

\_\_\_\_\_ (Sponsor Business/Organization Name) agrees to indemnify, defend, and hold harmless the City from any and all liability or claims, including but not limited to death, serious bodily injury, and property damage, arising from implementation and utilization of a parklet/strEATERY in accordance with this Agreement.

As a representative above named sponsor(s), as Responsible Party, do hereby acknowledge that I am responsible for the daily cleaning and maintenance of the Parklet and/or strEATERY. I do hereby acknowledge that I have received, read and am legally bound by all parklet/strEATERY compliance requirements as set forth in the "Parklet/strEATERY Licensing Requirements" attached hereon, and that noncompliance with said requirements may result in citations, fines and/or the loss of this permit.

**\*ALL APPLICATIONS MUST BE SIGNED:**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Name(Applicant)

\_\_\_\_\_  
Property Owner Signature OR Designated Agent

\_\_\_\_\_  
Print Name (Owner)

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**OFFICE USE ONLY:**

Based on the information submitted and the requirements of the Township Zoning Ordinance, Your application for temporary parklet/strEATERY is hereby: **APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_

**Comments on Decision:** \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Zoning Officer

\_\_\_\_\_  
Date



## Parklet/strEATERY Licensing Requirements

**What is the difference between a StrEATERY and a Parklet?**

	<b>StrEATERY</b>	<b>Parklet</b>
<b>Use</b>	<b>Open to public for consumption of food and beverages</b>	<b>Open to public for consumption of food and beverages</b>
<b>Location</b>	<b>May be located in any legal parking zone (not within 25 feet of crosswalk, in fire zone, loading area, or handicapped parking)</b>	<b>May be located in any legal parking zone (not within 25 feet of crosswalk, in fire zone, loading area, or handicapped parking)</b>
<b>Design</b>	<b>Temporary ADA curb-ramp with protective barriers</b>	<b>Platform level with the sidewalk with protective barriers</b>
<b>Table Service</b>	<b>Allowed</b>	<b>Allowed</b>
<b>Alcohol Consumption</b>	<b>Allowed*</b>	<b>Allowed*</b>

\*Provided the proper ABC Expanded License is approved and/or the property B.Y.O.B. insurance requirements are provided

### **Application, Insurance Requirements, and Fees**

1. Applicants for a parklet or strEATERY shall submit the following documents:
  - a. A completed application form available through the Construction Office and on the City's website.
  - b. Proof of insurance.
    - i. A copy of the establishment's certificate of liability insurance in a minimum amount of one million (\$1,000,000) dollars per occurrence and two million (\$2,000,000) dollars in aggregate, naming the City of Lambertville and its agents, servants, and employees as additional insured.
    - ii. The policy shall be kept in full force and effect during the licensing period.
    - iii. The policy insurance must be occurrence based coverage.
    - iv. Each Certificate of Insurance required hereunder shall include a thirty (30) day cancellation clause which shall provide notice to the Office of the City Clerk of the City of Lambertville. Any lapse in insurance coverage, for any reason, will result in the immediate suspension of the parklet or strEATERY license.
  - c. A letter from the building owner authorizing a parklet or strEATERY in front of the building.
  - d. A letter from the City Clerk's office confirming the applicant's establishment has a valid food license.



- e. Applicants shall submit scaled diagrams of the proposed parklet or strEATERY and photos of the storefront and sidewalk including:
  - i. Length in feet and number of parking spaces (if not demarcated on the street, then 20 ft. each)
  - ii. Depth - the distance from curb to outer divider (Note: this dimension will be limited by parking lane width and required buffer/offset)
  - iii. Identification of hydrants, street signs and any building entrances within the area;
  - iv. Number and placement of tables, chairs, signs and other equipment; and
  - v. For parklets, an architectural plan or rendering showing proposed dimensions and materials proposed.
2. Fees.
  - a. A \$50 application fee shall be submitted with the application.
  - b. The parking space fee and when payment shall be required will be reviewed and determined by the Council at a later date; however, the daily parking space fee will not be more than the current ordinance requirements of \$10/day for metered spaces and \$4/day for non-metered spaces..

### **Provisions applicable to strEATERIES and Parklets**

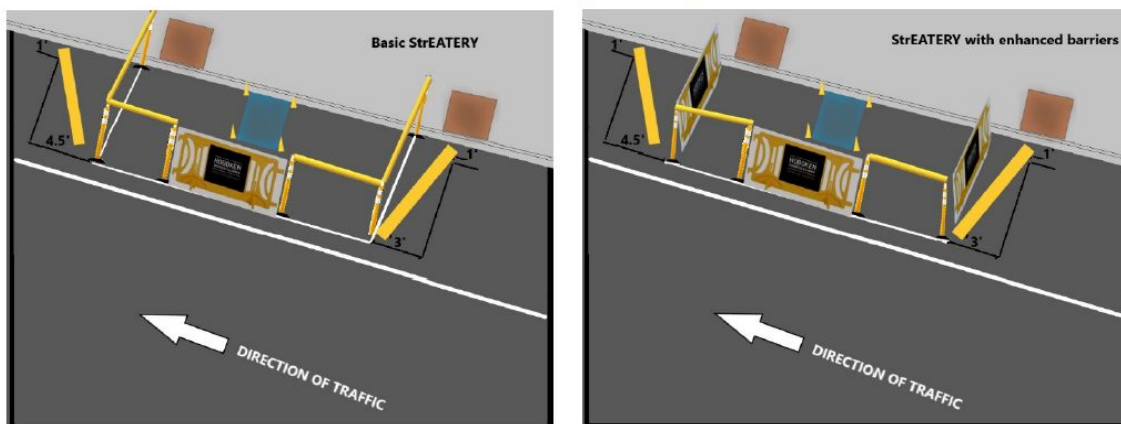
1. No person may operate a parklet or strEATERY without obtaining a license from the Zoning Officer of the City of Lambertville. The approval must be on premises and displayed in an unobstructed location. The license is not transferable.
2. Upon receipt of an application for a parklet or strEATERY, the City will review the application and proposed setup for consistency with the standards. Applications shall be approved or denied within 10 business days.
3. No parking space, parking lane or other portion of the public right-of-way shall be encumbered without prior approval by the Police Department. No StrEATERY or Parklet shall be installed without prior approval of the Zoning Officer. Use of the right-of-way along a State roadway may require consent, approval, or waiver by the New Jersey Department of Transportation.
4. Tables and chairs shall be spaced at least six (6) feet apart measured from the backs of opposite facing chairs. No tables accommodating more than 8 persons shall be permitted. Only members of the same dining party may sit at a table.
5. Hours of operation shall be between 8:00 am and 10:00 pm daily in residential (R) zones and between the hours of 8:00 am and 11:00 pm in commercial (C) and nonresidential zones.
6. No alcoholic beverages, where permitted, shall be served in a parklet or strEATERY before 11:00 am or when restricted by State or Local Alcoholic Beverage Control (ABC) laws.
7. StrEATERIES and Parklets shall not be located within 25 feet of a crosswalk, 10 feet of hydrants or in handicap spaces, fire zones or loading zones.
8. Shade coverings, such as umbrellas or pop-up canopies, may be included as long as no part of the shade canopy extends into the travel lane or over the sidewalk; the shade covering must be anchored securely against wind; and all coverings are closed or removed overnight. Shade covering shall not contain advertising. Any shade covering shall be appropriate in style to the facade of the building and a [Type 1 Permit](#) shall be submitted as may be required.



9. No preparation of food or beverages shall take place outdoors but shall be restricted to the inside of the establishment.
10. Establishments that hold a liquor license, and wish to extend alcoholic beverage service to the parklet or strEATERY shall have completed an ABC Expanded License Permit Application. More information on this application can be found [here](#). Licenses not covered for the parklet or strEATERY shall not be permitted to serve alcoholic beverages in the outdoor dining areas.
11. Parklets and/or strEATERIES that permit patrons to bring their own alcohol shall adhere to all laws governing B.Y.O.B. as set forth in N.J.S.A. Title 33, N.J.A.C. 13:2.
12. Alcoholic beverages, when permitted under these requirements, shall not be served or consumed on any sidewalk or other public area which is outside the partitioned area of the parklet or strEATERY.
13. No persons, other than those being served and personnel, shall be within the parklet or strEATERY area. Patrons shall not be served outside of the partition.
14. Holes drilled into the sidewalk and/or roadway for the support of partitions or overhead coverings shall not be permitted.
15. Establishments that do not have table service, shall provide waste receptacle(s) for all used containers, wrappers, bottles, cans and other waste materials. The waste receptacles shall be located within the parklet or strEATERY area, and shall be removed each day.
16. String lights, cafe lights, and similar temporary lights are permitted. While electrical cords running across the sidewalk are discouraged, if necessary, the cord shall be covered and secured to the sidewalk.
17. Outside speakers or other sound reproduction devices shall not be operated or used within a parklet or strEATERY for any reason.
18. Smoking shall not be permitted within a parklet or strEATERY.

### Provisions applicable to StrEATERIES only

strEATERY Layout Examples



1. Temporary ADA curb ramps must be provided; for StrEATERIES up to 30 linear feet one (1) ramp shall be required, for StrEATERIES over 30 linear feet two (2) ramps shall be required.



2. One 24-inch by 36-inch removable A-frame or similar movable sign shall be included for a StrEATERY up to 500 square feet in size. StrEATERIES over 500 square feet shall have two signs to be located at either end of the StrEATERY. Signs shall be positioned on the covered surface within the boundaries of the StrEATERY, not on the adjacent sidewalk.
  - a. The sign(s) shall clearly state the StrEATERY is either for table service only or open to the public, whichever the case may be;
  - b. The sign(s) may identify the sponsor(s) of the StrEATERY; and
  - c. The sign(s) shall include guidance regarding social distancing.
3. The StrEATERY area shall be delineated from adjacent parking spaces and the travel lane of the adjacent street using temporary crowd control barriers, bollards, poles, planters, or other approved means.

*Examples of acceptable materials for StrEATERIES:*



### **Provisions application to Parklets only**

1. The parklet shall consist of a platform design to be level with the top of the curb line and the adjacent sidewalk. The platform shall be designed in such a way as to not impede rainwater sheet-flow of curbside drainage. The parklet platform shall also be anchored in such a way as to prevent floatation displacement.
2. The parklet design shall include a safety barrier at the leading end of the platform facing oncoming traffic. The safety barrier may be in the form of a built-in planter, bench, iron bollards, or similar.
3. The three street-facing sides of the platform shall be inclosed by built-in planters, benches, a wall, or railings. Constructed elements shall be, but shall not exceed, 42 inches in height above the surface of the platform.
4. One permanent sign identifying the sponsor(s) of the parklet may be installed or painted on the parklet. Sign should not exceed three (3) square feet in size unless incorporated as an integral part of the design and approved by the zoning officer.
5. If being used for non-table service use, refuse containers for trash and recycling shall be built into the design or provided and shall be emptied daily by the sponsor. Sponsor shall be responsible for cleaning in and around the parklet. The City of Lambertville shall not be responsible for cleaning or maintenance.
6. Lighting, if any, incorporated into the design of the parklet shall be low voltage, low-lumen and indirect with screening to prevent light shed onto adjacent properties and the vehicular travel lane. Any overhead lighting shall be turned off when the parklet is not in use. An exception may



be made for security lighting at floor or bench height, such an exception may be approved by the Zoning Officer on a case by case basis.

7. Upon receipt of an application for a parklet, the City will review the application and proposed setup for consistency with the design standards and the Uniform Construction Code. Applications shall be approved or denied within 15 business days.
8. The City of Lambertville reserves the right to require the removal or temporary relocation of any parklet within 14 days of written notice to the sponsor for purposes of street repairs or other municipal work in or around the location of the parklet. The City further reserves the right to remove or have removed or relocated any parklet, upon order of the Police Lieutenant or the Office of Emergency Management, in the case of an emergency of imminent hazard, or for reasons of public safety.
9. Upon expiration or termination of the use agreement, the sponsor, at his/her own expense, shall remove the parklet platform and any accessory or appurtenances associated with it from the public right-of-way and shall restore the right-of-way as nearly as practicable to a condition consistent with the surrounding pavement. If the sponsor fails to remove the parklet in full, the City may remove such improvements and make any repairs as may be necessary to restore the public right-of-way, at the sole cost and expense of the property owner; the cost of such removal, repair and/or replacement shall be a municipal lien against the sponsor.

*Examples of parklet design:*

