

GUIDE TO OBTAINING APPROVAL FOR OUTDOOR DINING USES IN CRANBURY TOWNSHIP

Pursuant to Cranbury Township Ordinance # 08-06-20 (codified at sections 150-39 and 106-1 of the Cranbury Township Code), outdoor dining is now permitted in the Township's Village Commercial (VC), Highway Commercial (HC), Research Office and Light Industrial (RO/LI), and Light Industrial (LI) zoning districts. Certain conditions apply¹:

- The outdoor dining area must be accessory to a permitted restaurant
- In the RO/LI and LI zones, the restaurant/outdoor dining area must be located within a planned industrial park
- Site plan approval must be obtained from the appropriate land use board
- In the VC zone only, an annual Outdoor Dining License must also be obtained

The first step in the process is to apply for site plan approval of the outdoor dining area. Application forms are available in the Planning and Zoning Office during normal business hours. Once the application is filed, it will first be reviewed by the Development Review Committee before being submitted to the appropriate land use board for approval. For outdoor dining areas in the HC, RO/LI, and LI zones, once site plan approval has been secured, nothing more is required.

For outdoor dining areas in the VC zone only, the next step is to obtain an outdoor dining license from the Township Clerk. The license is effective from January 1 to December 31 of the year in which it is obtained, and must be renewed annually. Application forms are available in the Township Clerk's office during normal business hours and are posted on the Township's official website, www.cranburytownship.org. The license application must be accompanied by the following:

- Application fee in the amount of \$50.00
- If initial application, copy of resolution of memorialization granting site plan approval
- If renewal application, signed certification that all conditions of site plan approval continue to be met
- Insurance certificate naming the Township as an additional insured and demonstrating coverage of the following types and amounts:
 - Commercial General Liability (CGL) with combined single limit for bodily injury and property damage of \$1 million per single occurrence and \$1 million annual aggregate
 - Workers' Compensation and Employer's Liability as required by the State of New Jersey
- Proof of valid occupational license for a business establishment.

The Clerk will approve or deny the application within 15 days of the date on which it is submitted.

¹ For all complete list of the conditions and standards that apply to outdoor dining areas, see sections 150-39 and 106-1 of the Cranbury Township Code, available online at www.cranburytownship.org.