

# BOROUGH OF HALEDON

*A Pioneer Community*



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## COVID – 19, TEMPORARY PERMIT TO EXPAND LICENSED PREMISES

**Effective June 15, 2020;** pursuant to Executive Order No. 150 the Director of the Division of Alcoholic Beverage Control (the “Division”) has created a temporary permit to be known as the COVID-19 Expansion of Premises Permit (COVID-19 Expansion Permit), application available on POSSE June 5, 2020.

The permit enables on premise retail consumption licensees to expand their licensed premises, provided they meet the criteria established by the Division; into outdoor areas either contiguous or non-contiguous to the permanently license premises. Licensees may apply through the POSSE ABC Online Licensing System (“POSSE”). Permits shall not be effective before June 15, 2020. In addition to applying on POSSE, applicants shall notify the Municipal Clerk and provide their plan inclusive of the following application requirements.

### **Application requirements include the following:**

1. Name, address and license number of the applicant
2. A description of the property that is the subject of application (as well as a sketch or photographs of the property)
3. Written approval or documentation from the property owner authorizing the temporary use of the expanded property by a licensee
4. Proposed security plan for sale and service of alcoholic beverages on the expanded premises including prevention of pass-offs, underage drinking, and over-consumption;
5. Acknowledgement by the licensee that it has reviewed all applicable Local and State safety and social distancing guidelines, including Executive Order No. 150 (2020) and the COVID-19 Outdoor Dining Guidelines for Retail Food Establishments, and will operate the proposed expanded premises in accordance with those guidelines or any that may be promulgated during the term of the permit
6. Outdoor Dining Guidelines for Retail Food Establishments have been established by the Commission of the Department of Health in the attached Executive Directive No. 20-014.

**THE FEE FOR THE COVID-19 Permit** will be \$75.00, effective not before June 15, 2020 and shall expire November 30, 2020 unless extended by the Director in a supplementary Special Ruling.

Upon submission of a complete COVID-19 Expansion Permit application in POSSE and payment of the permit fee, the application will be transmitted to the Municipal Clerk and Police Chief. Applications will be reviewed by the Municipal Clerk, Police Chief and then submitted for approval to the Governing Body. The Division will not take action on any application until it receives an endorsement or approval by the appropriate Governing Body officials.

COVID-19 Expansion Permits will be approved by the Division and issued through POSSE. The Division will see to ensure that municipal concerns regarding hours, proximity to neighbors, structures, and other issues of local concern are appropriately addressed.