



**City of Long Branch**  
**Office of Planning and Zoning**  
 344 Broadway, Long Branch NJ 07740  
 Phone (732) 571-5647 Fax (732) 222-7755

**OFFICE USE ONLY:**

Received Date: \_\_\_\_\_  
 Application #: \_\_\_\_\_  
 Check #: \_\_\_\_\_

**FARM MARKET APPLICATION**

*As of November 1, 2011 [Permit Fee]*

**For Outdoor Farm Markets and Community Farmers Markets**

*All blanks must be filled in and all required documents attached. ANY application that is not complete will not be accepted and may result in a permit denial. City Council and/or Special Events Committee approvals may be required.*

**DATE** \_\_\_\_\_ **ZONE** \_\_\_\_\_ **BLOCK** \_\_\_\_\_ **LOT(s)** \_\_\_\_\_

ADDRESS OF REQUEST: \_\_\_\_\_

Nearest Cross Street: \_\_\_\_\_

Current/Previous Use of Site/Structure: \_\_\_\_\_

NAME OF OWNER/MANAGEMENT: \_\_\_\_\_

OWNER/MANAGEMENT MAILING ADDRESS: \_\_\_\_\_

OWNER/MANAGEMENT PHONE NUMBER(S): \_\_\_\_\_

**PERSON PICKING UP PERMIT** \_\_\_\_\_ **BEST # TO BE REACHED** \_\_\_\_\_

**Note: Denials are mailed to the applicant unless noted otherwise here:** \_\_\_\_\_

**DETAILED DESCRIPTION OF MARKET, VENDORS, ITEMS FOR SALE, ETC.** \_\_\_\_\_

List any pending or previous litigation, legal action, and/or violations for this property **and attach documents:**

Name of Business/Market: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Number of Parking Spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Days of Operation: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Hours of Operation: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Are Signs Proposed? \_\_\_\_\_ Are Sign Plans & Details attached? \_\_\_\_\_

**FEE: Check or Money Order** made out to *The City of Long Branch*. Fee: \$50.00 \_\_\_\_\_

I, \_\_\_\_\_, applicant, **owner, MANAGEMENT or authorized agent**, HEREBY ACKNOWLEDGE THAT THIS MULTI-PAGE APPLICATION HAS BEEN READ, UNDERSTOOD, AND IS 100% COMPLETE AND ACCURATE. ALL REQUIRED DOCUMENTS ARE ALSO PROVIDED AND ARE 100% TRUE. I understand that all information provided may be used to formulate a letter of denial and subsequently for reference prior to, during, or after issuance of any permit or license. Any subsequent issued permit will pertain to zoning issues *only*. I understand that in signing this application that my affirmation as to the contents of such is true, and any work done contrary is in violation at my obligation which is a legal duty. Furthermore, the undersigned, as applicant for the above zoning permit, in consideration for the issuance of same, hereby agrees to defend, hold harmless, and indemnify the City of Long Branch and its employees and/or agents from any claims, liability or damages arising from the issuance of the aforesaid zoning permit. I also understand that if this application is approved, I and/or the owner am responsible for providing a correct as-built plan and to pay all fees incurred by the City or its professionals to rectify any problems cited by complaint or inspection, before, during and/or after construction in particular if the construction is not built to the approved plan or permits. ***I understand that failure to provide complete and accurate application information may result in penalties and/or immediate rescinding of any permits issued.***

I, \_\_\_\_\_, applicant, owner, MANAGEMENT or authorized agent, HEREBY ACKNOWLEDGE, UNDERSTAND AND AGREE:

- City Council approval of specific site location(s) may be required;
- Special Events Committee approval for days and times of operation may be required;
- All of the below:
  1. The property owner or sole proprietor for the Farm Market or Community Farmer's Market ("Market") is considered the management ("Management") in charge of the market.
  2. "Management":
    - a. Is responsible for obtaining Farm Market Permit for the site.
    - b. Is responsible for obtaining Health Department Approvals in accordance with the State Sanitary Code and City Ordinances for the "Management" and all farmers/growers/produce sellers from the "Jersey Fresh Organic Farmer's Market" Program that utilize the "Market" (ATTACHED).
    - c. Is required to coordinate and keep records on providers.
    - d. Is responsible to comply with all Food Safety Requirements for Product Sales for Farm Market and Community Farmers' Markets required by the NJ Department of Agriculture and NJ Department of Health and Senior Services' Food and Drug Safety Programs.
    - e. May be asked by Health Officials to demonstrate knowledge of the Minimum Food Safety Requirements for Product Sales for Farm Market and Community Farmers' Markets required by the NJ Department of Agriculture and NJ Department of Health and Senior Services' Food and Drug Safety Programs.
    - f. Is required to comply with and enforce City Health Department and Department of Public Works food vendor, recycling and waste management rules and ordinances.
  3. Farmers/growers/produce sellers other than those within the "Jersey Fresh Organic Farmer's Market" Program must obtain their own Health Department Approvals in accordance with the State Sanitary Code and City Ordinances.
  4. All participants to operate under State Health requirements.
  5. The total number of farmers/growers/produce sellers on the site determined by the NJ Department of Agriculture farm market guidelines and City requirements.
  6. No mobile food vendors/peddlers permitted.
  7. Sales or vendors other than farmers/growers/produce sellers not permitted.

PRINT APPLICANT'S NAME: \_\_\_\_\_

SIGN APPLICANT'S NAME: \_\_\_\_\_

APPLICANT'S MAILING ADDRESS: \_\_\_\_\_

APPLICANT'S PHONE NUMBER(S): \_\_\_\_\_

### **REQUIRED DOCUMENTS**

\_\_\_\_\_ Completed Farm Market Application

\_\_\_\_\_ **Current Survey of Property. DETAILS REQUIRED ON CURRENT SURVEY OF PROPERTY:**

- Required to be within 5 years of this application unless discussed with Zoning Official
- Show EXISTING and PROPOSED conditions including lot dimensions, structures, parking spaces, lot coverage (all structures including decks, steps, walkways, driveways, etc.) and setback dimensions
- Floodplains, wetlands and water bodies must be shown if the application is within 300 feet of such items. Freehold Soil Conservation District, NJDEP and/or CAFRA permits may be required.

\_\_\_\_\_ **Proposed Site Plan** including but not limited to layout of Market, seller locations, sign locations (if applicable), parking spaces, etc.

\_\_\_\_\_ **Photograph** of subject property

**Signage also requires:**

\_\_\_\_\_ **Sign Location Plan (can be indicated on survey)**

\_\_\_\_\_ **Sign Graphic Detail** including an illustration with dimensions, materials, and lighting information

**Redevelopment Zone Applications also require:**

\_\_\_\_\_ **Letters signed by both the owner and tenant(s)** indicating that the owner and tenant (s) are aware that the property is located in the Redevelopment Zone and is subject to Redevelopment Zone rules and approval by the City Redevelopment Authority.

JERSEY FRESH GUIDELINES

ATTACHED