

VILLAGE OF RIDGEWOOD  
OUTDOOR SIDEWALK USE FOR RETAIL BUSINESSES  
COVID-19 REGULATIONS

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- ✓ Covid-19 Sidewalk Use will require 2 different drawings-
  - 1 Layout Drawing for Monday through Fridays using the sidewalk area in front of your store. You are permitted to place a maximum of 2- 8ft tables depending on the length of your storefront. There must be a 52 inch pedestrian pathway at all times. The drawing must include measurements for the front of your store, any tree wells, lampposts, meters, etc. and show the placement of the tables and 52 inch clearance. All patrons viewing items at your tables must still maintain social distancing of 6ft and wear face coverings. Employees must wear face coverings at all times.
  - 1 Layout Drawing for Saturday and Sundays. A portion of the streets in the downtown area will be closed to traffic. See attached tentative map. (map adjustments may be needed as this moves along) If you are in the closure zone- you will be placing your tables in the street in front of your business on weekends. Sidewalks on Saturdays and Sundays will be only for pedestrian traffic and will be one way only in the closure zones. Drawings must show the area with dimensions that you are using for tables in the street while still maintaining the 6ft. requirements listed above. This will allow you to place more products/services on the weekends. Patrons must still maintain social distancing and wear face coverings. Employees must wear face coverings at all times.
- ✓ Your landlord will be required to sign the form giving you permission to use the outdoor space.
- ✓ Starting June 15<sup>th</sup>, as per state guidelines, customers may enter a retail establishment at 50% capacity while still following social distancing. All people in a store must be wearing a face covering.
- ✓ Outdoor sidewalk use will be permitted to start Monday Jun 15<sup>th</sup> **ONLY IF YOU HAVE A VALID COVID-19 PERMIT ISSUED FROM THE VILLAGE**
- ✓ Indemnification Agreement with reference to Outdoor Retail(Form Attached)
- ✓ Proof of Liability Insurance with the Village of Ridgewood as an additional insured
  - Bodily Injury- each person \$300,000; each accident \$1,000,000
  - Property damage- each person \$300,000- each accident \$1,000,000

THIS COVID SIDEWALK & STREET USE IS FOR A LIMITED TIME FRAME TO BE  
DETERMINED

**Landlord Release**  
**Permitting Outdoor Retail on Sidewalk**

I \_\_\_\_\_ the owner of \_\_\_\_\_ give my permission for  
(Landlord) (Property address)

For \_\_\_\_\_ located at \_\_\_\_\_ to place Outdoor Retail in  
(Name of Business) (Address of Business requesting exterior retail)

Front of my building for the time period that Covid-19 Outdoor Retail is permitted

I shall indemnify and hold harmless the Village of Ridgewood, its agents, servants and employees, from and against any and all losses, detriment, damages, expense, costs, charges, claims, demands, suits, actions or judgements of any and every kind and nature including attorney's fees, which they or any of them may in any way suffer, sustain or to subjected to or which any be imposed upon or recovered against the Village, its agents, servants or employees by reason of any act or omission by me.

\_\_\_\_\_  
Signature of Landlord

\_\_\_\_\_  
Date

**INDEMNIFICATION AGREEMENT WITH REFERENCE TO COVID-19  
SIDEWALK USE FOR RETAIL ESTABLISHMENTS**

Licensee shall indemnify and hold harmless the Village of Ridgewood, its agents, servants and employees, from and against any and all loses, detriment, damages, expense, costs, charges, claims, demands, suits, actions or judgements of any and every kind and nature including attorney's fees, which they or any of them may in any way suffer, sustain or to subjected to or which may be imposed upon or recovered against the Village, its agents, servants or employees by reason of any act or omission of the Licensee.

\_\_\_\_\_  
Licensee

Sworn to before me this \_\_\_\_\_

Day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
A Notary Public of New Jersey

As the Proud Owner of a Village of Ridgewood Business I Pledge to abide by, adhere to and enforce the requirements as listed:

1. Obtain all required municipal approvals and permits before offering food and/or beverage consumption at outdoor areas
2. Follow all local, state and federal regulations
3. Post signage at the entrance that states that no one with a fever or symptoms of COVID-19 should enter the food or beverage establishment
4. Limit seating to a maximum of eight (8) customers per table and arrange seating to achieve a minimum distance of six feet (6 ft) between parties
5. Limit capacity that ensures patrons can remain six feet apart from other patrons unless they are sharing a table
6. Ensure that tables seating individual groups are six feet apart
7. Require patrons to wear a face covering while inside the indoor premises of the food or beverage establishment, unless the patron has a medical reason for not doing so or is a child under two years of age
8. Provide physical guides, such as tape on floors, sidewalks, and signage on walls to ensure that customers remain at least 6 ft apart in line for the restroom or waiting for seating
9. Demarcate 6 feet of spacing in patron waiting areas
10. Rope off or otherwise mark tables, chairs and bar stools that are not to be used
11. Prohibit smoking in any outdoor areas designated for the consumption of food and/or beverages.
12. Eliminate self-service food or drink options such as buffets, salad bars, and self-service drink stations
13. Disinfect all tables, chairs and any other shared items (menus, condiments, pens) after each use
14. Install physical barriers and partitions at cash registers, bars, host stands and other area where maintaining physical distance of 6 ft is difficult
15. Ensure 6 ft of physical distancing between workers and customers, except at the moment of payment and/or when employees are servicing the table
16. Require infection control practices, such as regular handwashing, coughing and sneezing etiquette, and proper tissue usage and disposal
17. Require frequent sanitization of high-touch areas like credit card machines, keypads, and counters to which the public and workers have access
18. Place conspicuous signage at entrance alerting staff and customers to the required 6 ft of physical distance
19. Require all food or beverage establishments to have an inclement weather policy that, if triggered, would require the food or beverage establishment to adhere to Executive Order No. 125 (2020) and offer takeout or delivery
20. Require employees to wash and/or sanitize their hands when entering the food or beverage establishment
21. Conduct daily health checks (e.g. temperature screening and/or symptom checking) of employees safely and respectfully, and in accordance with any applicable privacy laws and regulations

22. Require employees with symptoms of COVID-19 (fever, cough, or shortness of breath) be sent home
23. Require all employees to wear face coverings, except where doing so would inhibit the individual's health, and require employees to wear gloves when in contact with customers and when handing prepared foods or serving food, utensils, and other items to customers
24. Provide all employees with face coverings and gloves; f. Provide employees break time for repeated handwashing throughout the workday
25. Provide sanitization materials, such as hand sanitizer and sanitizing wipes to staff.
26. Inform customers that safety measures such as social distancing, wearing face coverings when they are away from their table and unable to social distance or when they are inside the indoor portion of the premises of the food or beverage establishment (unless the customer has a medical reason for not doing so or is a child under two years of age), and hygiene practices must be adhered to while in the food or beverage establishment
27. Encourage reservations for greater control of customer traffic/volume
28. Require customers to provide a phone number if making a reservation to facilitate contact tracing
29. Recommend customers wait in their cars or away from the food or beverage establishment while waiting for a table if outdoor wait area cannot accommodate social distancing
30. Alert customers via calls/texts to limit touching and use of shared objects such as pagers/buzzers
31. Encourage the use of digital menus
32. Decline entry to the indoor portion of the establishment to a customer who is not wearing a face covering, unless the customer has a medical reason for not doing so or is a child under two years of age; and
33. Provide a hand sanitizer station for customers.

**Sign next page**

## **COVID-19 Regulations Compliance Agreement**

I \_\_\_\_\_ the ( ) owner / ( ) business operator of  
\_\_\_\_\_ located at \_\_\_\_\_ in Ridgewood NJ, agree that in  
order to participate or have the opportunity operate my business in accordance with the Village of  
Ridgewood's outdoor business project beginning on June 15, 2020, I agree to take all steps necessary to  
comply with, and have my employees, agents and customers comply with, including the enforcement of  
all N.J. State Department of Health & Governor's Executive Order regulations and requirements for the  
operation of my business during this Covid-19 state of emergency and health Emergency.

Further, I understand that if my business is found to be operating in a manner that is not in compliance  
with all such regulations and requirements, I may lose the opportunity to participate in the Village of  
Ridgewood's outdoor business project.

\_\_\_\_\_  
(Signature of authorized person)

\_\_\_\_\_  
( Date)

**Chief James Van Goor  
Ridgewood Fire Department  
201 East Glen Avenue  
Ridgewood, NJ 07450  
201-444-7898**

**Lt. John Young  
Fire Official**

**Lt. Vincent Krug  
Fire Inspector**

June 9, 2020

Dear Village Business Owner:

I hope this letter finds you well. On behalf of the Village of Ridgewood I would like to thank all of you for the sacrifices that you have made in the name of public safety during these unprecedented times. It truly takes a Village working together towards a common goal.

The following requirements shall apply to all occupancies:

- Decorative materials that are highly flammable shall not be used.
- Any decorative material, being used as a divider, shall be maintained 2 feet or more below the ceiling in non-sprinklered areas or minimum of not less than 18 inches below sprinkler head deflectors in sprinklered areas of buildings.
- Decorative materials used as a divider **Shall Not Block** exits or their visibility.
- Any business using a decorative material as a divider shall provide to any Fire Inspector upon request the material composition of the material being used.

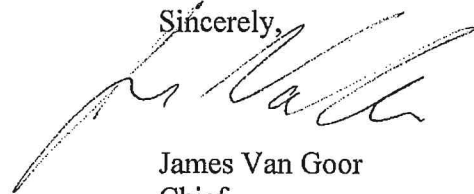
In addition, all test reports (i.e. Semi-Annual Cooking Suppression System; Annual Fire Alarm System; Annual Sprinkler System) are current and compliant.

- All Exits and Aisles are clear of any obstructions.
- All Fire Extinguishers are up to date and readily accessible.
- Any materials installed shall meet flame spread ratings, and **Do Not Block** any life safety devices (i.e. Smoke Detectors; Fire Alarm Pull Stations; Emergency Exit/Egress Lighting; Sprinkler Heads; and Fire Extinguishers).

Should you have any questions, please feel free to give the Fire Prevention Office a call at 201-444-7898, Monday through Friday.

Thank You again.

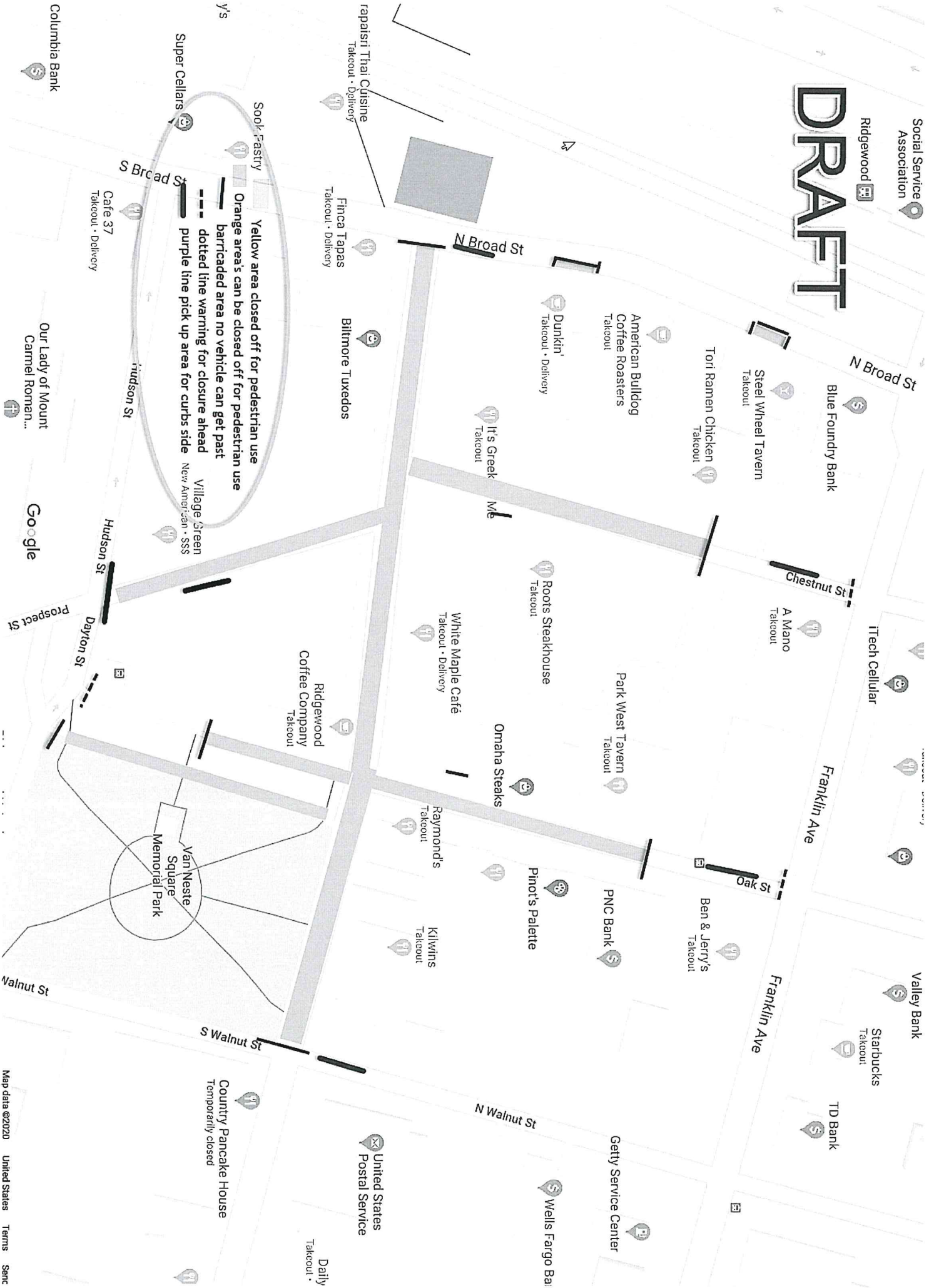
Sincerely,



James Van Goor  
Chief



# DRAFT



Yellow area closed off for pedestrian use  
Orange areas can be closed off for pedestrian use  
barricaded area no vehicle can get past  
dotted line warning for closure ahead  
purple line pick up area for curbs side