

**Borough of Fair Lawn
PLANNING BOARD**

**Post Office Box 376
8-01 Fair Lawn Avenue
Fair Lawn, New Jersey 07410
www.fairlawn.org**

**CATHRYN L. HOCHKEPPEL
LAND USE ADMINISTRATOR/
SECRETARY OF THE PLANNING BOARD/
MUNICIPAL HOUSING LIAISON**

**TELEPHONE: 201-794-5300
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FOOD HANDLER APPLICATION DIRECTIONS

The following information and a check for \$50.00 (made payable to the “Borough of Fair Lawn”) should be submitted to the Secretary of the Planning Board:

- Food Handler Application
- General Inquiry Questions 1-9
- Layout sketch (interior) of restaurant, including present seating and any changes to be made

Any questions, please contact Planning Board Secretary Cathryn Hochkeppel at:

Email: chochkeppel@fairlawn.org
Phone: 201-794-5300
Fax: 201-703-4253

FOOD HANDLER APPLICATION

The following information along with the General Inquiry form shall be submitted to the Planning Board Secretary for a determination whether a hearing will be required.

- A. Sketch of the interior of the restaurant, including present seating and any changes to be made (REQUIRED)
- B. Check for \$50.00 payable to the Borough of Fair Lawn

ADDRESS OF PROPERTY _____ BLOCK _____ LOT _____

APPLICANT:

PROPERTY OWNER:

Name: _____

Name: _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

Attorney Name : _____ (if any)

Applicants Relationship to Owner:

What was the prior use of the premises in question?

What changes, if any, are being made to the property?

Date: _____

Signature of Applicant

Please complete the following general inquiry form that must contain an original signature. Print the name legibly below the signature. The signatory will be required to affirm these answers. For existing businesses, please indicate any changes.

1. Maximum number of employees on premises at one time and hours of operation (please be specific)

2. Hours & frequency of deliveries to the site including type of delivery vehicles.

3. Briefly explain how garbage will be disposed of.

4. Briefly explain any changes to exterior lighting.

5. Briefly explain any odor control system and cooking method (i.e., gas, grill, wood-burning, charcoal, etc.) and if any changes are proposed.

6. Will you allow anyone to sleep at the premises? (Prohibited by Code)

7. Will the applicant be changing the size of the current signage?

8. How many bathrooms are on the premises? Please explain.

9. How many seats currently exist? _____ How many seats are being added? _____

(Signature Business Owner/Operator)