

1. 5:00 P.M. 08-18-2020 Common Council Meeting Agenda Packet

Documents:

[8-18-2020 AGENDA PACKET FINAL.PDF](#)

- 1.1. 5:00 PM 08-18-2020 Common Council Meeting Agenda Only

Documents:

[8-18-2020 COUNCIL MEETING AGENDA.PDF](#)



# Common Council of the City of Summit

## Agenda

Special Meeting, Tuesday, August 18, 2020  
5:00 PM

**Via Video Conference**

(Produced by the Office of the Secretary to the Mayor and Council)

### CALL TO ORDER

#### ADEQUATE NOTICE COMPLIANCE STATEMENT

*Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of a Special Meeting Notice, dated August 11, 2020, which was properly distributed and posted per statutory requirements.*

### ROLL CALL

### PLEDGE OF ALLEGIANCE

#### EXPLANATORY NOTE REGARDING HEARINGS AND COMMENTS

*Please be advised that council meetings are broadcast live on Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HTTV on Comcast 36 and Verizon 33. This meeting is also being streamed live through YouTube. To view this meeting via YouTube, please visit the city's website at [cityofsummit.org](http://cityofsummit.org) and click on the YouTube icon at the bottom of the home page.*

*While this council meeting is being broadcast live and members of the governing body are participating remotely, steps have been put in place to accommodate public input during this meeting through public notice, dated August 11, 2020, which provided information for those wishing to participate during Public Comment periods at this council meeting. Public comment will be permitted at specified times as outlined in the agenda. Please refrain from commenting until solicited by the Council President.*

*For those members of the public who wish to make a comment during a designated public comment period, please use the "raise hand" feature and you will be called upon by the Council President.*

*Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.*

(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

## **REPORTS**

- Mayor and Council President
- Storm Response and Recovery Report

## **PUBLIC COMMENTS**

*At this point in the meeting Council welcomes comments from any member of the public about issues that are **not** topics on tonight's business agenda. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the Deputy City Clerk at [nsarna@cityofsummit.org](mailto:nsarna@cityofsummit.org). To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.*

## **RESOLUTIONS**

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference.)*

### **CAPITAL PROJECTS & COMMUNITY SERVICES**

*(Public comment on the following Committee resolutions will be solicited by the Council President.)*

- |             |   |
|-------------|---|
| (ID # 7321) | 1. Authorize Temporary and Extended Closure of a Section of Maple Street                                      |
| (ID # 7322) | 2. Authorize Extended Use of Maple Street - All My Friends LLC, DBA Summit House Restaurant and DBA Bar Bacoa |
| (ID # 7323) | 3. Authorize Extended Use of Maple Street - Fiorino   |
| (ID # 7324) | 4. Authorize Extended Use of Maple Street - Harvest Restaurants T/A Roots Steakhouse                          |
| (ID # 7325) | 5. Authorize Expansion of Temporary Parklet Location - The Office of Summit, LLC DBA The Office Tavern Grill  |
| (ID # 7326) | 6. Authorize Expansion of Temporary Parklet Location & Authorize Installation - Piattino                      |

### **SAFETY & HEALTH**

*(Public comment on the following Committee resolutions will be solicited by the Council President.)*

- |             |  |
|-------------|--|
| (ID # 7327) | Grant Permission & Set Forth Conditions - Additional Department of Community Programs Events |
|-------------|--|

## **ADJOURNMENT REGULAR MEETING**

## **CLOSED SESSION (IF NEEDED AND AUTHORIZED)**

Resolution (ID # 7321)  
August 18, 2020

**AUTHORIZE TEMPORARY AND EXTENDED CLOSURE OF A SECTION OF MAPLE STREET**

WHEREAS, the COVID-19 Global Health Pandemic has had a significant negative economic impact on restaurants and eateries located in the City of Summit; and

WHEREAS, by Resolution No. 39359, adopted June 9, 2020, the Common Council temporarily expanded outdoor dining to help the City's restaurants and eateries during this difficult time; and

WHEREAS, in an effort to further assist businesses in the City's downtown, the Common Council adopted resolution 39380 at a regular meeting of the Common Council on June 23, 2020 to authorize the temporary closure of a section of Maple Street from June 24, 2020 through August 30, 2020; and

WHEREAS, the Common Council wishes to extend the temporary closure of a section of Maple Street from August 31, 2020 through November 30, 2020; and

WHEREAS, the purpose of the closure is to offer restaurants and eateries additional space to set up tables and chairs for outdoor dining; and

WHEREAS, pursuant to N.J.S.A. 39:4-8, street closings that exceed forty-eight (48) continuous hours require the approval of the Commissioner of the New Jersey Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. Pending approval from the New Jersey Department of Transportation, Maple Street shall be closed to vehicular traffic between DeForest Avenue and Springfield Avenue and Union Place and Springfield Avenue effective August 31, 2020 through November 30, 2020.
2. During the temporary closure of Maple Street, the detour routes shall be along the municipal roadways of Union Place, Beechwood Road, DeForest Avenue and Springfield Avenue.
3. The Department of Community Services shall work with the police department to prepare a plan to minimize any traffic issues that may result from the closure.
4. Restaurants and eateries located on Maple Street who wish to utilize outdoor dining must apply for and receive an outdoor dining permit from the City.
5. Restaurants and eateries with a liquor license must also have a valid COVID-19 Expansion of Premises Permit as required by the New Jersey Division of Alcoholic Beverage Control. These

restaurants must also enter into a Sidewalk Café license agreement with the City pursuant to Chapter III, Section 3-1, Consumption of Alcoholic Beverages in Public Streets or Public Places, Subsection 3-1.3 c.2 of the City Code.

6. The sidewalk on Maple Street may not be used for outdoor dining during the period of temporary closure of Maple Street.

7. The City Administrator shall have the discretion to create additional standards as appropriate to maintain order, enhance public safety and to help the City's restaurants and eateries that are financially impacted by the COVID-19 Global Health Pandemic.

8. The Director of the Department of Community Services shall work with the Summit Police Department to ensure safety in case of inclement weather or increase in vehicular traffic.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, August 18, 2020.

Deputy City Clerk



Community Service Department (DCS)  
R - Capital Projects & Community Services

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 08/18/20 12:00 AM

## RESOLUTION (ID # 7321)

DOC ID: 7321

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer/ Deputy DCS Director

DATE: August 7, 2020

### SUMMARY

In an effort to assist businesses in the City's Downtown, the City worked with NJDOT to have portions of Maple Street closed until August 30<sup>th</sup>, 2020. A resolution was passed by Common Council in June. This closure required two (2) separate closures with the first being between DeForest Avenue and Springfield Avenue and a second closure between Union Place and Springfield Avenue. Access to the Tier garage and the alleys as well as all adjacent sidewalks has remained open during the closure.

Per Title 39, any closure of a municipally owned road in excess of 48 hours requires approval from NJDOT. NJDOT approved the City's original request for thirty (30) days, and then granted a subsequent extension until August 30, 2020. At this time, the City needs an additional resolution to request the extension until October 31, 2020. NJDOT has provided feedback that extensions through September are being granted, but closures in the month of October have not been discussed yet. If approved, the Engineering Division will work directly with NJDOT to submit all necessary paperwork for an extension through September and will then repeat the process in late September to request an additional thirty (30) day extension through October.

Resolution (ID # 7322)  
August 18, 2020

**AUTHORIZE EXTENDED USE OF MAPLE STREET - ALL MY FRIENDS LLC, DBA  
SUMMIT HOUSE RESTAURANT AND DBA BAR BACOA**

WHEREAS, pursuant to Resolution #39380, adopted on June 23, 2020, the Common Council authorized the temporary and extended closure of a section of Maple Street to provide restaurants and eateries with additional outside dining areas pursuant to Executive Order No. 150, which permits outdoor dining beginning June 15, 2020 provided certain guidelines are followed, and

WHEREAS, pursuant to Resolution #39390, adopted on June 29, 2020, the Common Council authorized use of Maple Street to All My Friends LLC., DBA Summit House Restaurant and DBA Bar Bacoa not to extend past August 30, 2020, and

WHEREAS, the City of Summit would like to extend the Maple Street closure which shall not exceed beyond November 30, 2020 and may be terminated earlier at the discretion of the City or the NJDOT.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. It does hereby approve outdoor dining in the proposed temporary road closure on Maple Street between Springfield Avenue and 400 Alley as depicted in the plan submitted by Bar Bacoa.
2. This approval is contingent upon the City receiving authorization to close Maple Street from the New Jersey Department of Transportation ("NJDOT").
3. The City Clerk's office shall issue a permit to Bar Bacoa after the requisite approval from the State is received. The use of Maple Street for outdoor dining cannot commence until a permit is issued by the City Clerk's Office.
4. The Maple Street closure shall not extend beyond November 30, 2020, and may be terminated earlier at the discretion of the City or the NJDOT.
5. All My Friends, LLC DBA Summit House Restaurant DBA Bar Bacoa shall comply with the requirements of the Americans with Disabilities Act ("ADA") with respect to its use of the roadway and the sidewalk.
6. In an effort to assist the City's restaurants and eateries during COVID-19 pandemic, the usual charge for liquor license holders based on taxes which would be paid if the space was rented is hereby waived for the 2020 license year. The license fee shall be calculated based on the per table basis in accordance with the City's existing per table fee structure.
7. Proof of a \$1,000,000 liquor liability policy shall be provided.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a special meeting held on Tuesday evening, August 18, 2020.

Deputy City Clerk



Resolution (ID # 7323)  
August 18, 2020

### **AUTHORIZE EXTENDED USE OF MAPLE STREET - FIORINO**

WHEREAS, pursuant to Resolution #39380, adopted on June 23, 2020, the Common Council authorized the temporary and extended closure of a section of Maple Street to provide restaurants with additional outside dining areas pursuant to Executive Order No. 150, which permits outdoor dining beginning June 15, 2020 provided certain guidelines are followed, and

WHEREAS, pursuant to Resolution #39389, adopted on June 29, 2020, the Common Council authorized use of Maple Street to Truhaven Enterprises, Inc., DBA Fiorino Ristorante not to extend past August 30, 2020, and

WHEREAS, the City of Summit would like to extend the Maple Street closure which shall not exceed beyond November 30, 2020 and may be terminated earlier at the discretion of the City or the NJDOT.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That it does hereby approve outdoor dining in the proposed location on Maple Street between Springfield Avenue and Union Place as depicted in the plan submitted by Fiorino.
2. That this approval is contingent upon the City receiving authorization to close Maple Street from the New Jersey Department of Transportation (“NJDOT”).
3. That the City Clerk’s office shall issue a permit to Fiorino after the requisite approval is received from the State. The use of Maple Street for outdoor dining cannot commence until a permit is issued by the City Clerk’s office.
4. That the Maple Street closure shall not extend beyond November 30, 2020 and may be terminated earlier at the discretion of the City or the NJDOT.
5. That Fiorino shall comply with the requirements of the Americans with Disabilities Act (“ADA”) with respect to its use of the roadway the sidewalk.
6. In an effort to assist the City’s restaurants and eateries during the COVID –19 pandemic, the usual charge for liquor license holders based on taxes which would be paid if the space was rented is hereby waived for the 2020 license year. The license fee shall be calculated based on the per table basis in accordance with the City’s existing per table fee structure.
7. Proof of a \$1,000,000 liquor liability policy shall be provided.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a special meeting held on Tuesday evening, August 18, 2020.

Deputy City Clerk

Resolution (ID # 7324)  
August 18, 2020

**AUTHORIZE EXTENDED USE OF MAPLE STREET - HARVEST RESTAURANTS T/A  
ROOTS STEAKHOUSE**

WHEREAS, pursuant to Resolution #39380, adopted on June 23, 2020, the Common Council authorized the temporary and extended closure of a section of Maple Street to provide restaurants with additional outside dining areas pursuant to Executive Order No. 150, which permits outdoor dining provided certain guidelines are followed, and

WHEREAS, pursuant to Resolution #39391, adopted on June 29, 2020, the Common Council authorized use of a portion of Maple Street to Harvest Restaurants T/A/ Roots Steakhouse through August 30, 2020, and

WHEREAS, as a result of the Coronavirus pandemic, the Common Council wishes to extend the period that Roots Steakhouse may utilize Maple Street for outdoor dining.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That it does hereby approve outdoor dining in the proposed location on Maple Street between Springfield Avenue and 400 Alley as depicted in the plan submitted by Roots Steakhouse through November 30, 2020.
2. That this approval is contingent upon the City receiving authorization to close Maple Street from the New Jersey Department of Transportation (“NJDOT”).
3. That the Maple Street closure shall not extend beyond November 30, 2020 and may be terminated earlier at the discretion of the City or the NJDOT.
4. That Roots Steakhouse shall comply with the requirements of the Americans with Disabilities Act (“ADA”) with respect to its use of the roadway and the sidewalk.
5. In an effort to assist the City’s restaurants and eateries during the COVID-19 pandemic, the usual charge for liquor license holders based on taxes which would be paid if the space was rented is hereby waived for the 2020 license year. The license fee shall be calculated based on the per table basis in accordance with the City’s existing per table fee structure for sidewalk cafés.
6. That proof of a \$1,000,000 liquor liability policy shall be provided.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a special meeting held on Tuesday evening, August 18, 2020.

Deputy City Clerk

Resolution (ID # 7325)  
August 18, 2020

**AUTHORIZE EXPANSION TEMPORARY PARKLET LOCATION - THE OFFICE OF  
SUMMIT, LLC DBA THE OFFICE TAVERN GRILL**

WHEREAS, by Resolution 39361, adopted on June 9, 2020, the Common Council authorized the temporary expansion of the Parklet Program to provide restaurants with additional outside dining areas in conjunction with Governor Murphy's Executive Order No. 159, which permits outdoor dining provided certain guidelines are followed, and

WHEREAS, the City received a request from The Office of Summit, LLC, DBA The Office Tavern Grill and as a result, the Capital Projects and Community Services Committee ("CAP") and Summit Downtown Inc. ("SDI") reviewed the proposed site to consider whether it would facilitate the installation of a temporary Parklet, and

WHEREAS, the approved plan authorized the use of one (1) space immediately adjacent to the fire zone for the placement of a temporary parklet and one space next to the parklet as a curbside pickup space, and

WHEREAS, The Office of Summit, LLC, DBA The Office Tavern Grill seeks permission to amend the plan to permit the use of a second space immediately adjacent to the fire zone.

Parklet Location: The Office Tavern Grill, 61 Union Place

Use of two parking spaces in front of The Office immediately adjacent to the fire zone.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That it does hereby approve the installation of a temporary Parklet, as amended, at the location listed above. Notwithstanding, the Director of the Department of Community Services shall have the discretion to modify the location of the Parklet to maintain order and ensure public safety.
2. That pursuant to Resolution No. 39359, installation of a temporary Parklet at the above listed location is in accordance with Executive Order No. 150 and City regulations and is hereby authorized for expanded outdoor dining.
3. That authorization to utilize the temporary Parklet shall be in effect through November 30, 2020. However, the City reserves the right to terminate the Program prior to November 30, 2020 if necessary.
4. That The Office of Summit, LLC, DBA The Office Tavern Grill, shall comply with all Federal ADA requirements.

5. That the Director of the Department of Community Services shall be responsible for securing a signed affirmation from each food or beverage establishment that intends to use a Parklet affirming that each establishment will be responsible for the daily maintenance of the Parklet and for providing tables and chairs.
6. That installation of the Parklet and the maintenance of same shall be supervised by the Director of the Department of Community Services.
7. That the Director of the Department of Community Services is authorized to close off the number of parking spaces necessary to facilitate the installation of the Parklets and shall coordinate same with the Parking Services Agency Manager.
8. That Parklet may be removed if they are not being utilized on a consistent basis.
9. The City Administrator shall have the discretion to create additional standards as appropriate to maintain order, enhance public safety and to help the City's restaurants and eateries that are financially impacted by the COVID-19 Global Health Pandemic.
10. In an effort to assist the City's restaurants and eateries during the COVID –19 pandemic, the usual charge for liquor license holders based on taxes which would be paid if the space was rented is hereby waived for the 2020 license year. The license fee shall be calculated based on the per table basis in accordance with the City's existing per table fee structure.
11. That proof of a \$1 million liquor liability policy shall be provided.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a special meeting held on Tuesday, August 18, 2020.

Deputy City Clerk



**City Clerk's Office**  
R - Capital Projects & Community Services

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 08/18/20 12:00 AM

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**RESOLUTION (ID # 7325)**

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DOC ID: 7325

TO: Mayor and Common Council

FROM: Sarna Nicole, Deputy City Clerk

DATE: August 7, 2020

At a special meeting on June 29, 2020 , Common Council adopted a resolution approving the request for the installation of a Parklet adjacent to The Office Tavern Grill, 61 Union Place.

The original request submitted by The Office of Summit, LLC, DBA The Office Tavern Grill included the use of two (2) parking spaces adjacent to the fire zone. The approved plan and adopted resolution allowed the use of one (1) parking space immidialtly adjacent to the fire zone, allowing the second space to be designated as a curbside pickup space.

On July 29, 2020 the City received a request from Steven Baliva, vice president of operations at 40 North Group , Villa Restaurant Group , owner of The Office Tavern Grill to amend the approved plan and permit the use of the second parking space. The request has been discussed and evaluated in the Capital Projects & Community Services Committee, which at this time is recommending it be forwarded to Council for consideration.

I have attached a copy of the original site plan submitted by the Office Tavern Grill.

Resolution (ID # 7326)  
August 18, 2020

**AUTHORIZE EXPANSION TEMPORARY PARKLET LOCATION & AUTHORIZE  
INSTALLATION - PIATTINO**

WHEREAS, pursuant to Resolution 39361, adopted on June 9, 2020, the Common Council authorized the temporary expansion of the Parklet Program to provide restaurants with additional outside dining areas pursuant to Executive Order No. 150, which permits outdoor dining provided that certain guidelines are followed, and

WHEREAS, the City has received a request from Villa Restaurant Group, DBA Piattino (“Piattino”), and as a result, the Capital Projects and Community Services Committee (“CAP”) and Summit Downtown Inc. (“SDI”) reviewed the proposed site to consider whether it would facilitate the installation of a temporary parklet, and

WHEREAS, by Resolution 39393, adopted on June 29, 2020, the Common Council authorized the use of one (1) parking space immediately adjacent to the fire zone for the placement of a temporary Parklet and one (1) space next to the Parklet for curbside pickup, and

WHEREAS, Piattino seeks permission to amend the plan to permit the use of a second space immediately adjacent to the fire zone.

Parklet Location: Piattino, 67 Union Place

Use of two (2) parking spaces in front of the restaurant immediately adjacent to the fire zone.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That it does hereby approve the installation of a temporary Parklet, as amended, at the location listed above. Notwithstanding, the Director of the Department of Community Services shall have the discretion to modify the location of the Parklet to maintain order and ensure public safety.
2. That pursuant to Resolution No. 39359, installation of a temporary Parklet at the above listed location is in accordance with Executive Order No. 150 and City regulations and is hereby authorized for expanded outdoor dining.
3. That the temporary Parklet shall be in effect upon issuance of a permit from the City Clerk’s Office which shall be valid through November 30, 2020. Notwithstanding, the City reserves the right to terminate the Program prior to November 30, 2020 if necessary.



4. That Piattino shall comply with all requirements of the Americans with Disabilities Act (“ADA”).
5. That the Director of the Department of Community Services shall be responsible for securing a signed affirmation from each food or beverage establishment that intends to use a Parklet affirming that each establishment will be responsible for the daily maintenance of the Parklet and for providing tables and chairs.
6. That installation of the Parklet and the maintenance of same shall be supervised by the Director of the Department of Community Services.
7. That the Director of the Department of Community Services is authorized to close off the number of parking spaces necessary to facilitate the installation of the Parklets and shall coordinate same with the Parking Services Agency Manager.
8. That Parklet may be removed if they are not being utilized on a consistent basis.
9. The City Administrator shall have the discretion to create additional standards as appropriate to maintain order, enhance public safety and to help the City’s restaurants and eateries that are financially impacted by the COVID-19 Global Health Pandemic.
10. In an effort to assist the City’s restaurants and eateries during the COVID –19 pandemic, the usual charge for liquor license holders based on taxes which would be paid if the space was rented is hereby waived for the 2020 license year. The license fee shall be calculated based on the per table basis in accordance with the City’s existing per table fee structure.
11. That proof of a \$1 million liquor liability policy shall be provided.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a special meeting held on Tuesday, August 18, 2020.

Deputy City Clerk



**Community Service Department (DCS)**  
R - Capital Projects & Community Services

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 08/18/20 12:00 AM

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**RESOLUTION (ID # 7326)**

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DOC ID: 7326

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE: August 7, 2020

At a special meeting on June 29, 2020 , Common Council adopted a resolution approving the request for the installation of a Parklet adjacent to Piattino , 61 Union Place.

The original request submitted by Villa Restaurant Group included the use of two (2) parking spaces adjacent to the fire zone. The approved plan and adopted resolution allowed the use of one (1) parking space immediately adjacent to the fire zone, allowing the second space to be designated as a curbside pickup space.

On July 29, 2020 the City received a request from Steven Baliva, vice president of operations at 40 North Group , Villa Restaurant Group , owner of Piattino to amend the approved plan and permit the use of the second parking space. The request has been discussed and evaluated in the Capital Projects & Community Services Committee, which at this time is recommending it be forwarded to Council for consideration.

I have attached a copy of the original site plan submitted by the Piattino

**GRANT PERMISSION & SET FORTH CONDITIONS - ADDITIONAL DEPARTMENT OF  
COMMUNITY PROGRAMS EVENTS**

WHEREAS, throughout the year, the Department of Community Programs (DCP) coordinates a variety of events for the City of Summit, and

WHEREAS, due to the he COVID-19 Global Health Pandemic, DCP has provided a list of additional community events for 2020, as shown below, and

WHEREAS, in addition to meeting all the conditions of Section 12-1, Rules and Regulations For Use of Public Property of the Code, the additional 2020 DCP-coordinated events require the following permissions:

**Event:** **\*Additional Dates Added\* Screen on the Green Movie Series – Village Green – Thursday, August 20, 2020 and Saturday, September 12, 2020 6:30 pm – 10:00 pm (Set-up 4:00pm, breakdown 10:00pm) (Rain Date: subject to availability of Village Green and talent).**

Permission:

1. Placement of an inflatable movie screen, DJ music, information tables and 10x10 tents on the Village Green is hereby authorized, subject to the approval of the Fire Inspector.
2. That DCP shall be responsible for obtaining approval from the Department of Community Services regarding the appropriate size and wording of any promotional signs and/or banners to be displayed at the Village Green.
3. That the installation of said promotional signs or banners at the Village Green, shall be displayed no more than 2 weeks prior to the first scheduled event and shall be removed on the Monday following the last scheduled event.
4. Trash and Recycling cans shall be provided by the Division of Public Works.

Conditions:

- At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.
- At least two weeks in advance, DCP shall be responsible for ensuring that food vendors obtain all required permits and approvals from the Board of Health and the Fire Department.

**Event:** **Dine-In Screen on the Green – Village Green – Thursday, August 25, 2020 6:30 pm – 10:00 pm (Set-up 4:00pm, breakdown 10:00pm) (Rain Date: subject to availability of Village Green).**

Permission:

1. Placement of an inflatable movie screen, DJ music, information tables and 10x10 tents on the Village Green is hereby authorized, subject to the approval of the Fire Inspector.
2. Placement of tables and chairs on the Village Green for dine-in guests.
3. That DCP shall be responsible for obtaining approval from the Department of Community Services regarding the appropriate size and wording of any promotional signs and/or banners to be displayed at the Village Green.
4. Cordon off up to three (3) parking spots designated for “Curbside Pick-up” for deliveries from restaurants.
5. Trash and Recycling cans shall be provided by the Division of Public Works.
6. That the installation of said promotional signs or banners at the Village Green, shall be displayed no more than 2 weeks prior to the first scheduled event and shall be removed on the Monday following the last scheduled event.

Conditions:

- At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades and spaces needed for the event.
- At least two weeks in advance, DCP shall be responsible for ensuring that food vendors obtain all required permits and approvals from the Board of Health and the Fire Department.

**Event:** **Art in the Park – DCP – Village Green – Friday, September 4, 2020 – 6:30 pm – 10:00 pm (Set-up 4:00 pm, breakdown 11:00pm) (Rain Date: subject to availability of Village Green and talent)**

Permission:

1. Placement of the Showmobile, inflatable movie screen, DJ music, information tables and 10x10 tents on the Village Green is hereby authorized, subject to the approval of the Fire Inspector.
2. That DCP shall be responsible for obtaining approval from the Department of Community Services regarding the appropriate size and wording of any promotional signs and/or banners to be displayed at the Village Green and other City owned properties.
3. That the installation of said promotional signs or banners at the Village Green, shall be displayed no more than 2 weeks prior to the first scheduled event and shall be removed on the Monday following the last scheduled event.
4. Trash and Recycling cans shall be provided by the Division of Public Works.
5. Light tower shall be provided by the Division of Public Works.

Conditions:

- At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades and spaces needed for the event.
- That permission to hold said event is subject to receiving the insurance certificates as required in the property use ordinance.

**Event:** **\*Additional Dates Added\* Hot Summer Nights Concert – DCP – Village Green – Monday, September 14, 2020 – 7:00 pm – 8:30 pm (Set-up 4:00 pm,**

**breakdown 11:00pm) (Rain Date: subject to availability of Village Green and talent)**

Permission:

1. Placement of the Showmobile, bands, tables, and 10 x10 tents on the Village Green is hereby authorized, subject to approval by the Fire Inspector.
2. That DCP shall be responsible for obtaining approval from the Department of Community Services regarding the appropriate size and wording of any promotional signs and/or banners to be displayed at the Village Green and other City owned properties.
3. That the installation of said promotional signs or banners at the Village Green, shall be displayed no more than 2 weeks prior to the first scheduled event and shall be removed on the Monday following the last scheduled event.
4. Trash and Recycling cans shall be provided by the Division of Public Works.
5. Light tower shall be provided by the Division of Public Works.

Conditions:

- At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.
- At least one week prior to the event dates, a request shall be submitted to the Parking Services manager for bagging of meters on the Maple Street border to the Village Green and on the Elm Street border to the Village Green.
- That permission to hold said event is subject to receiving the insurance certificates as required in the property use ordinance.
- At least two weeks in advance, DCP shall be responsible for ensuring that food vendors obtain all required permits and approvals from the Board of Health and the Fire Department.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT that the following conditions shall apply to all events:

1. That whenever peddlers are included in any of the aforementioned events, that those holding valid peddler's licenses from the City of Summit shall be given the right of first refusal to peddle at said events.
2. That Property Restoration escrow deposits be and they are hereby waived.
3. That for all events requiring off-duty police officers for safety and security, the DCP Director, on behalf of the organization, shall coordinate same with the Police Department, which shall be subject to the approval of the Chief of Police.
4. That for all events using tents over 10' x 10', grills, propane or open flame apparatus, the DCP Director, on behalf of the organization, shall advise the Fire Department and obtain any required permits for same and the applicant shall coordinate any required fire inspections with the Fire Department, which shall be subject to the approval of the Fire Inspector.
5. That for all events offering food and refreshments the DCP Director, on behalf of the organization, shall advise the Health Department so that if health permits and/or inspections are deemed required, the applicant shall coordinate same with the Health Department.

6. That for all events requiring workers from the Division of Public Works for maintenance and clean-up services the DCP Director, on behalf of the organization, shall coordinate same with the Public Works Manager.
8. In accordance with Section 3, Noise Restrictions, subsection 3-8.1 b. (7), of the Code, it is hereby determined that the proposed use of a sound amplification system is appropriate for said event(s), and will not adversely affect the safety and general welfare of the public.
9. Each participating musician or deejay shall provide their own power source for each event, where applicable.
10. In the event of an emergency and/or unsafe weather conditions, the DCP Director may alter the time and/or date of an event given that proper written notification is provided to the Police Chief and the City Clerk.
11. A copy of this resolution shall be provided to the members of the Property Use Committee and the Joint Dispatch.
12. The Applicant and its participants and attendees must be compliant with all federal, state and local directives regarding the coronavirus pandemic, including but not limited to, social distancing and face coverings.

BE IT FURTHER RESOLVED, that the Applicant shall provide the following to the Police Department and City Clerk at least two weeks in advance of the first event date for each event:

1. A complete list of all participating vendors, which shall include the vendor business name, name of person responsible in case of emergency, business mailing address, emergency contact cell number, email address and date of receipt of Hold Harmless Agreement, Certificate of Insurance and as applicable, proof of state certifications.
2. The Applicant shall obtain from all participating vendors, sponsors, musicians, deejays etc., for every event, a signed Hold Harmless Agreement, Certificate of Insurance, proof of State Certification, if applicable, per requirements as set forth in the City's Code and approval from the Risk Manager.

Dated: August 18, 2020

I, Nicole M. Sarna, Deputy City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a special meeting held on Tuesday evening, August 18, 2020.

Deputy City Clerk



# Common Council of the City of Summit

## Agenda

Special Meeting, Tuesday, August 18, 2020  
5:00 PM

**Via Video Conference**

(Produced by the Office of the Secretary to the Mayor and Council)

### **CALL TO ORDER**

#### **ADEQUATE NOTICE COMPLIANCE STATEMENT**

*Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of a Special Meeting Notice, dated August 11, 2020, which was properly distributed and posted per statutory requirements.*

### **ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

#### **EXPLANATORY NOTE REGARDING HEARINGS AND COMMENTS**

*Please be advised that council meetings are broadcast live on Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HTTV on Comcast 36 and Verizon 33. This meeting is also being streamed live through YouTube. To view this meeting via YouTube, please visit the city's website at [cityofsummit.org](http://cityofsummit.org) and click on the YouTube icon at the bottom of the home page.*

*While this council meeting is being broadcast live and members of the governing body are participating remotely, steps have been put in place to accommodate public input during this meeting through public notice, dated August 11, 2020, which provided information for those wishing to participate during Public Comment periods at this council meeting. Public comment will be permitted at specified times as outlined in the agenda. Please refrain from commenting until solicited by the Council President.*

*For those members of the public who wish to make a comment during a designated public comment period, please use the "raise hand" feature and you will be called upon by the Council President.*

*Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.*

(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

## **REPORTS**

- Mayor and Council President
- Storm Response and Recovery Report

## **PUBLIC COMMENTS**

*At this point in the meeting Council welcomes comments from any member of the public about issues that are **not** topics on tonight's business agenda. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the Deputy City Clerk at [nsarna@cityofsummit.org](mailto:nsarna@cityofsummit.org). To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.*

## **RESOLUTIONS**

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference.)*

### **CAPITAL PROJECTS & COMMUNITY SERVICES**

*(Public comment on the following Committee resolutions will be solicited by the Council President.)*

- |             |   |
|-------------|---|
| (ID # 7321) | 1. Authorize Temporary and Extended Closure of a Section of Maple Street                                      |
| (ID # 7322) | 2. Authorize Extended Use of Maple Street - All My Friends LLC, DBA Summit House Restaurant and DBA Bar Bacoa |
| (ID # 7323) | 3. Authorize Extended Use of Maple Street - Fiorino   |
| (ID # 7324) | 4. Authorize Extended Use of Maple Street - Harvest Restaurants T/A Roots Steakhouse                          |
| (ID # 7325) | 5. Authorize Expansion of Temporary Parklet Location - The Office of Summit, LLC DBA The Office Tavern Grill  |
| (ID # 7326) | 6. Authorize Expansion of Temporary Parklet Location & Authorize Installation - Piattino                      |

### **SAFETY & HEALTH**

*(Public comment on the following Committee resolutions will be solicited by the Council President.)*

- |             |  |
|-------------|--|
| (ID # 7327) | Grant Permission & Set Forth Conditions - Additional Department of Community Programs Events |
|-------------|--|

## **ADJOURNMENT REGULAR MEETING**

## **CLOSED SESSION (IF NEEDED AND AUTHORIZED)**