



# BOROUGH OF CHESTER SPECIAL BUSINESS LICENSE APPLICATION

\$25/day fee paid \_\_\_\_\_

Zoning Officer Approval:  
\_\_\_\_\_

Date \_\_\_\_\_

Any business within the Borough which has a valid business license pursuant to Chapter 180 may seek issuance of a Special Business License which permits a business to temporarily deviate from its approved site plan to occasionally promote itself, a cause, holiday, event or charity. Fee for this license is \$25/day and permit is for no more than 2 days. No more than 4 licenses per year/business. License must be approved by both the Zoning Officer and the Mayor and Council. Limitations are listed on the second page of this application.

Name of Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone: Home \_\_\_\_\_ Business \_\_\_\_\_ Fax \_\_\_\_\_

Name of Business Owner or Operator if different from applicant  
\_\_\_\_\_

Address \_\_\_\_\_

Phone: Home \_\_\_\_\_ Business \_\_\_\_\_ Fax \_\_\_\_\_

Purpose for which the Special Permit is requested  
\_\_\_\_\_  
\_\_\_\_\_

Time Period during which solicitation is to be carried on

Dates \_\_\_\_\_ Hours of Operation \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please list all methods of on-site advertising (signs, banners, balloons, streamers, flags displays, inflatables, etc). Also list the location of any outside activity including but not limited to demonstrations, displays, tables, performances, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submission of a site plan or site drawing depicting all special activities shall be attached to this application.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

**Limitations.** Special Business Licenses may be issued subject to the following limitations:

- A. No business may be issued more than four (4) Special Business Licenses per year.
- B. No license under this Chapter may be issued for a promotion to take place on the day of a Special Event licensed pursuant to Chapter 202 of this Code.
- C. No license under this Chapter may be issued to a business which does not have a valid business license pursuant to Chapter 180 (Permits, Business) of this Code.
- D. No license under this Chapter may be issued without completion, submission and approval of an Application for Special Business License, and payment of the required fee as set forth in Chapter 127 (Fees).
- E. No promotion approved for a Special Business License may use the sidewalk immediately in front of its business for the promotion unless there is a minimum of five (5) feet of unobstructed clearance maintained for pedestrian traffic, but in no case shall the promotion use more than 50% of the total width of the sidewalk.
- F. No promotion approved for a Special Business License may use any portion of the roadway, public parks or municipal property, with the exception of the sidewalk as set forth above.
- G. No promotion issued a Special Business License may use more than 50% of its off-street parking area for non-parking purposes.
- H. For a period of seven (7) days before a promotion permitted by a Special Business License granted hereunder, the applicant may use a temporary sign(s) or banner(s) the combined square footage of which shall not exceed 15 sq. feet, to announce the upcoming promotion. Such temporary signage shall be removed within 24 hours of conclusion of the promotion. Placement and location of such signage shall be subject to the prior approval of the Zoning Officer, and may only be granted to an applicant who has been issued a license under this Chapter.
- I. The Zoning Officer shall have the authority to monitor the promotion and immediately suspend the Special Business License if the activities deviate from the approved application, or in the interest of public safety.

**Enforcement.**

This ordinance shall be enforced by the Police Department, Zoning Officer, Municipal Engineer and/or Construction Official of Borough of Chester.

**Penalties.**

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine as set forth in Section 1-17 of the Code of the Borough of Chester.