

THE CITY OF SUMMIT

N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901
PHONE: 908-273-6400

TO ALL TAXI and/or LIMOUSINE OWNERS:

For each Vehicle, please supply the following to the City Clerk's Office:

1. One completed and signed application per vehicle.
2. Certificate of Insurance or Notarized Letter, showing proof of current \$1.5 million liability (not binder) insurance coverage and Vehicle Identification Number (VIN), valid through the current license year, for EACH vehicle.
3. Full copy of current vehicle insurance policy for EACH vehicle.
4. Copy of current vehicle registration and insurance card (if renewal) OR copy of title showing proof of ownership or leasing company document showing proof of lease to taxi/limo company vehicle will be registered to (for a "new" vehicle).
5. Annual non-refundable application fee for the April 1 to March 31 license year (not prorated regardless of application date). Cash or check payable to the "City of Summit":
 - a. \$50.00 for Taxi Vehicle defined in Section 4-26.1 of the attached ordinance, subject to additional requirements:
 - 4-26.3.b.1(a) – Taxi Driver license displayed prominently so as to be visible from the back seat
 - Laminated card containing the current company rates affixed to back of front seat
 - 4-26.3.b.2 – A sign on both sides of vehicle providing the name and telephone number of the business owner
 - 4-26.5 – Current company rates filed with the City Clerk's office and Police Dispatch as well as being on a laminated card affixed to the front seat of each licensed taxi vehicle
 - b. \$50.00 for Limousine Vehicle defined in Section 4-26.1 of the attached ordinance
 - c. \$100.00 for combined Taxi and Limousine Vehicle, including additional requirements in "a." above

Remember that applying for a license does not automatically grant you a license. You must complete the entire application process, which includes the application, fees, and review and approval from the Police and Zoning Departments.

If you have any questions, please contact the City Clerk's Office at 908-273-6400.

CITY OF SUMMIT
TAXI / LIMOUSINE OWNER (VEHICLE) LICENSE APPLICATION

(Incomplete applications will delay processing.)

Type of Application – Check one of the following:

- Taxi - \$50.00
- Limousine - \$50.00
- Combined Taxi and Limousine - \$100.00

Name of Company:		Application Date:
Name of Owner:		
Business Address:		
Business Phone:		Business Fax:
Residence Address:		
Residence Phone:		Cell Phone:

<u>VEHICLE INFORMATION</u>		
Make:	Year:	Vin #:
Model:	Color:	Plate #:
Address where vehicle will be stored when not in use:		
Insurance Company:		
Policy #:	Expiration:	
Insurance Agent:	Phone #:	
Insurance Agent Address:		

Provided is an updated **Insurance Certificate, a full copy of current vehicle insurance policy** and **current Registration** (if renewal) OR **title/lease document showing proof of ownership** (if new), pursuant to the Taxicabs and Auto Liveries Ordinance, Section 4-26, which I have received a copy of, along with this application.

Signature of Applicant: _____ Date _____

<u>FOR OFFICE USE ONLY</u>			
Date Received _____	Fee Paid _____	License # _____	Issued _____
Vehicle Inspection (due May 31 st) _____		Current Insurance _____	Date Rec'd _____

Police: Approved _____	Not Approved _____	Signature _____	Date _____
Zoning Officer's review of business and storage location:			
Approved _____	Not Approved _____	Signature _____	Date _____

4-26 TAXICABS AND AUTO LIVERIES.*

4-26.1 Definitions.

As used in this section:

Adequate service shall mean the meeting of a passenger within no more than thirty (30) minutes from the request for service.

Autocab, commonly called taxi, shall, in addition to that contained in N.J.S.A. 48:16-1, mean and include any automobile or motor vehicle licensed to engage in the business of carrying one (1) or more passengers on immediate or short notice hire and offered, announced, or advertised to operate or run as a taxi from any public taxi stand in the City of Summit.

Availability shall mean conducting no more than fifty (50%) percent of one's business out of town.

Driver shall mean the driver of either a "taxi" or a "limousine."

Limousine, in addition to that contained in N.J.S.A. 48:16-13, shall mean and include any automobile or motor vehicle licensed to engage in the business of carrying one (1) or more passengers on prearranged or prior notice hire, and which does not solicit passengers for hire at any public taxi stand upon the public streets of the City of Summit.

Vehicle shall mean a "limousine" and an "autocab."

(Ord. No. 04-2635 § 1)

4-26.2 Licenses.

a. *Owners' Licenses.* No vehicle shall be operated upon the public streets of the City of Summit unless the owner thereof shall first obtain a City of Summit license for such purposes as provided herein. Such license shall show the following:

1. Owner – Name, place of business and address, name of company (if any), and signature of Clerk or designee.

2. Vehicle – Name of manufacturer, body type, year, serial number, color, insurance company name, policy number and expiration date.

3. City license number and date of issuance.

b. *Drivers' Licenses.* No person shall drive a vehicle upon the public streets of this City unless he shall first obtain a City of Summit license for such purpose as provided herein. Such license shall show the following:

1. Vehicle owner's name and driver's name, two by two (2" x 2") inch photographs (to be provided by the driver), and driver's signature.

2. City license number and date of issuance.

c. *Granting of Owners' and Drivers' Licenses.* The City Clerk may grant licenses to own and operate or to drive vehicles within the meaning of this section. Owners' and drivers' licenses shall be issued for the Motor Vehicle Commission year and shall be effective for such period unless sooner suspended or revoked as provided herein.

d. *The License Fees.* The license fees for taxicab and auto livery owners' and drivers' licenses shall be as follows:

1. Owner's Licenses.

(a) Taxicab and Auto Livery. For each vehicle nonrefundable fees per Motor Vehicle Commission year payable upon making application as below.

Vehicle	License Fee
Per vehicle	\$50.00

2. Drivers' Licenses.

(a) Taxicab or Auto Liveries. For each driver a nonrefundable fee of one hundred ten (\$110.00) dollars per year and payable upon making application.

3. Licenses shall be issued and fees shall be collected by the City Clerk who shall keep a record of all licenses granted.

e. *Qualifications for Taxi and Limousine Owners' and Drivers' Licenses.*

1. Owners' Licenses. Applicants to be approved for vehicle owner's license must be at least twenty-one (21) years of age.

2. Drivers' Licenses.

- (a) Must be a person of at least eighteen (18) years of age.
 - (b) Must be the holder of a valid New Jersey Motor Vehicle Driver's License and must have had said license for a period of at least one (1) year.
 - (c) Must have thorough knowledge of the streets and facilities in the City prior to granting of a City license.
 - (d) Must be of good moral character and be fingerprinted by the Summit Police Detective Bureau at applicant's expense.
 - (e) If a CDL (Commercial Drivers License) is held, the presentation of a current CDL medical card, issued under the requirements of the Department of Transportation, will satisfy the physical requirements to obtain a City limousine or taxi drivers license.
 - (f) Paragraphs e, 2(a), (b), (c) and (d) shall be approved by the Summit Police Department.
- f. *Applications for Licenses.* All applications for owners' and/or drivers' licenses shall be made to the City Clerk on forms supplied by the City and shall be transmitted to the Chief of Police. The Chief of Police shall cause the necessary investigation to be made and report to the City Clerk his recommendation, based on said investigation. All applications shall be filed by the City Clerk after being acted upon and the applicant notified as to action taken. In case of denial of an application, the applicant shall be notified by the City Clerk in writing.
- (Ord. No. 04-2635 § 1; Ord. No. 06-2740)

4-26.3 Regulations for Maintenance and Operation of Vehicle.

- a. *Condition of Vehicle—Annual Inspections.*
 - 1. No vehicle shall be operated on the streets of Summit unless by May 31 of each year there shall have been provided to the City Clerk a proof of satisfactory inspection report for said vehicle, issued during the first five (5) months of that year by a Motor Vehicle Commission facility or a private inspection facility registered/licensed by the Motor Vehicle Commission.
 - 2. Such inspections shall be required as a result of input which questions the safety of the vehicle, whenever deemed necessary by the City Clerk.
 - 3. Each vehicle must be kept in good condition with safe, clean interiors for passengers and baggage, and safe, clean outside of uniform color and complete vehicle bodies.
- b. *Equipment of Vehicles.*
 - 1. The equipment of each licensed vehicle shall include the following:
 - (a) In each licensed taxi vehicle, a laminated card containing the current company rates, owner of vehicle, driver's name, a two by two (2" x 2") inch photograph (provided by the driver) and driver's license number must be displayed prominently so as to be visible from the back seat. The current company rate information must be on a laminated card affixed to the back of the front seat.
 - (b) Any radio or other sound emitting device in the vehicle shall be operated at the discretion of the passenger.
 - 2. Each taxi shall display a sign on both sides of the vehicle which provides the name and telephone number of the business owner.
- c. *Equipment of Driver.*
 - 1. A driver shall carry his City driver's license and registration at all times while operating the vehicle. He shall show the license to any police officer or passenger upon request.
 - 2. A receipt book of forms showing driver's full name and license number shall be carried. A receipt must be given to any passenger showing the fare charged whenever requested or whenever there is a dispute over the fare.
 - 3. A driver shall keep a trip record by days of all trips made by the vehicle. Such trip records to be kept by the owner for at least six (6) months from date of the trip and shall be subject to inspection at any time by the Police Department or someone authorized by Common Council. The daily trip records must contain the following information.
 - (a) The State Registration (plate number) of the vehicle.
 - (b) Name and license number of driver.
 - (c) Time and location of the beginning of each trip and the time and termination place of each trip.
 - (d) The amount of fare collected for each trip.
- 4. A first aid kit.
- d. *Conduct of Driver.*

1. A driver shall have a good driving record.
2. A driver shall not operate a vehicle while under the influence of drugs or intoxicating liquors or with the smell of alcohol on his/her person or in his/her vehicle.
3. Smoking while carrying passengers is prohibited, except with the permission of the passenger.
4. A driver shall be polite to patrons. Disrespectful conduct or use of abusive or insulting language to passengers is prohibited.
5. A driver shall not solicit patronage for restaurants, night clubs, cabarets, dance halls, hotels, or like places, nor solicit for any place maintained in violation of the law.
6. A driver shall not refuse service to any orderly person unless he is previously engaged.
7. A driver shall thoroughly search the interior of the vehicle immediately after the termination of each trip and note if the passenger has left any article therein. Any property so found shall be taken to Police Headquarters and turned into the officer in charge within twenty-four (24) hours.
8. A driver shall solicit fares only from the driver's seat or in a position within five (5) feet of his vehicle parked in a public taxi stand.
9. A driver of a taxi entering a taxi stand shall do so by taking his position at the rear of any taxis already on the stand.

e. *Revocation or Suspension Complaints, Penalties and Appeals.*

1. Revocation or Suspension. Every license granted under this section may be suspended or revoked by the City Clerk of the City of Summit for a violation of any provision of this section. The Chief of Police, in the interest of public safety, may suspend any driver's City license pending action by the City Clerk. Such suspension must be promptly reported by the Chief of Police in writing to the City Clerk.

2. Complaints.

(a) Each written complaint received by the City Clerk's office against a taxi or limousine owner or vehicle driver, shall be recorded and shall be immediately forwarded to the owner and or driver who shall reply, within one (1) week of receipt, to the complainant with a copy of said reply being sent to the City Clerk's office.

(b) If repeated, serious and/or safety complaints are received, the owner and, if appropriate, driver shall be called in for a hearing before the City Clerk and Chief of Police or designee.

3. Penalties. For owners and/or drivers, at the discretion of the hearing officers, penalties shall be:

(a) Written warning;

(b) Probation;

(c) License suspension or license revocation depending on the number and gravity of bona fide complaints and/or violations of this section.

4. Appeal.

(a) Any person aggrieved by any action of the City Clerk or Chief of Police or designee, in the denial or suspension of a license, or imposition of other penalty shall have the right of appeal to the City Administrator. The appeal shall be taken by filing with the City Clerk, within thirty (30) days after the notice of the action complained of has been mailed to the person's last known address, a written statement setting forth fully the grounds for appeal. The City Administrator shall conduct a hearing and affirm, modify or reverse the action appealed from.

(b) An appeal may be made to the Common Council of the City of Summit by any person aggrieved by a decision of the City Administrator. Such appeal shall be taken by filing with the City Clerk, within twenty (20) days after notice of said decision has been made, a written statement setting forth fully the grounds of the appeal, along with a fee of one hundred (\$100.00) dollars. The City Clerk shall set a time and place of hearing for the appeal, at which time the Common Council of the City of Summit shall conduct a hearing and affirm, modify or reverse the decision appealed from.

(Ord. No. 04-2635 § 1)

4-26.4 Public Taxi Stands.

a. The Common Council may designate as taxi spaces on the public streets where and in such number as it may consider necessary to the public welfare and also designate the number of taxis to occupy each such stand.

b. The regulation of such designated taxi stands shall be under the jurisdiction of the Police Department.

c. No taxi driver shall solicit business except from a public taxi stand and no vehicles except licensed taxis shall occupy space in a designated taxi stand.

(Ord. No. 04-2635 § 1)

4-26.5 Regulation of Fares.

Current company rates shall be on file with the City Clerk's office and Police Dispatch as well as being on a laminated card affixed to the back of the front seat of each licensed taxi vehicle. (Ord. No. 04-2635 § 1)

4-26.6 Insurance.

a. The owner must comply with the minimum requirements of N.J.S.A. 48:16-3 and 48:16-14 or as follows:

1. In force insurance shall be written by an insurance company rated "A-" or better by A.M. Best Rating and such rating shall be so indicated on the certificate.

2. Coverage limits shall be:

(a) Taxis:

(1) One million five hundred thousand (\$1,500,000.00) dollars—combined single limit per occurrence.
or

(2) One million (\$1,000,000.00) dollars—bodily injury per person, and

(3) One million (\$1,000,000.00) dollars—bodily injury per occurrence, and

(4) One million (\$1,000,000.00) dollars—property damage per occurrence.

(b) Limousines:

One million five hundred thousand (\$1,500,000.00) dollars—combined single limit per occurrence.

b. The City Clerk must have a full copy of a current vehicle insurance policy for any and all licensed vehicles or the vehicles may not operate.

Failure to comply with paragraph a. of this subsection for any and all licensed vehicles shall be considered separate violations of this section for each vehicle for which proof of coverage has not been provided, unless an affidavit is received on or prior to the expiration date of the insurance on file with respect to the particular vehicle or vehicles stating that said vehicle(s) will not be operating on the streets of Summit until proper insurance is obtained and a copy of said insurance will be provided to the City Clerk before said operation begins.

c. Owners shall provide with the annual inspections results, proof to the City Clerk of a paid up insurance policy covering all licensed vehicles.

(Ord. No. 04-2635 § 1)

4-26.7 Affidavit.

The owner shall provide to the City Clerk, at renewal time or upon first being issued a license, a signed and notarized affidavit stating that a copy of the taxi and limousine ordinance has been received and reviewed, and that same is understood and the conditions therein will, therefore, be complied with.

(Ord. No. 04-2635 § 1)

4-26.8 Repealer.

Former Section 4-26 of the Revised Ordinances of the City of Summit is replaced in its entirety by this section, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the taking effect of this section. (Ord. No. 04-2635 § 1)

4-26.9 Violations and Penalties.

Any person or persons, firm or corporation violating any of the provisions of this section, besides suspension and revocation of license, shall upon conviction pay a fine for first offense of not more than one hundred (\$100.00) dollars and for each subsequent offense, shall upon conviction, pay a fine not to exceed two hundred (\$200.00) dollars and be liable to imprisonment in the County Jail for a term not to exceed thirty (30) days. (Ord. No. 04-2635 § 1)