



MOUNT LAUREL TOWNSHIP
COMMUNITY DEVELOPMENT
BUILDING DIVISION
100 MOUNT LAUREL ROAD
MOUNT LAUREL, NEW JERSEY 08054

SIGN APPLICATIONS

THIS INFORMATION IS REQUIRED IN ORDER TO PROCESS A SIGN APPLICATION.

- ZONING PERMIT APPLICATION – FEE IS \$35.00 (EXACT CASH OR CHECK)
- THREE COPIES OF COLOR SCHEME ON BLUEPRINTS OR COLOR COPIES
- COPY OF APPROVED SITE PLAN SHOWING LOCATION OF ALL SIGNAGE
- LETTER OF APPROVAL FROM OWNER OF PROPERTY GIVING PERMISSION TO PERFORM THE WORK

A CONSTRUCTION PERMIT SHALL NOT BE REQUIRED FOR A SIGN THAT MEETS ALL OF THE FOLLOWING CONDITIONS:

- IT IS SUPPORTED BY UPRIGHTS OR BRACES IN OR UPON GROUND SURFACE;
- IT IS NOT SERVED BY AN ELECTRICAL CIRCUIT DIRECTLY CONNECTED TO THE SIGN;
- IT IS NOT GREATER THAN 25 SQUARE FEET IN SURFACE AREA (ONE SIDED);
- IT IS NOT MORE THAN SIX FEET ABOVE THE GROUND (MOUNTED HEIGHT).

THE CONSTRUCTION OFFICIAL SHALL HAVE AUTHORITY TO REQUIRE THE REMOVAL OF ANY SIGN THAT CREATES AN UNSAFE CONDITION OR OTHERWISE TO REQUIRE CORRECTION OF ANY SUCH CONDITIONS.

IF A CONSTRUCTION PERMIT IS REQUIRED, THE FOLLOWING INFORMATION SHALL BE SUBMITTED ALONG WITH THE ZONING INFORMATION:

- FREE STANDING/MONUMENT SIGNS MUST HAVE THREE (3) SETS OF SIGNED & SEALED DRAWING BY A LICENSED NEW JERSEY ARCHITECT OR ENGINEER.
- SCHEMATIC OF ELECTRIC (3 SETS)
- CONSTRUCTION JACKET
- BUILDING TECHNICAL FORM
- ELECTRICAL TECHNICAL FORM IF ILLUMINATED
- SQUARE FOOTAGE OF SIGN ON BUILDING TECHNICAL
- SHOW WIND LOAD OF AT LEAST 80 MPH FOR ANCHORAGE