



MOUNT LAUREL TOWNSHIP  
Building Division  
750 Centerton Road  
Mount Laurel, NJ 08054  
PHONE 856-234-9686

## SIGN APPLICATIONS

### The Following Is Required To Process A Sign Application

- Zoning Permit Application – Fee is \$55.00 (exact cash or check)
- Three copies of color scheme or color Sign Plan
- Copy of approved site plan showing location of all signs or copy of Master Sign Program
- Letter of Approval from the property owner giving permission to perform the work

Mt. Laurel Township Ordinance governing signs in all districts can be found at [mountlaurel.com](http://mountlaurel.com) click on Code Book – 154-92

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 (6) feet above the ground (mounted height)

**IF** a construction permit **IS** required, the following information shall be submitted along with the Zoning Application

- Free Standing/Monument Signs must have two (2) sets of signed and sealed drawings by a licensed New Jersey Architect or Engineer
- Schematic of electric two (2) sets
- Construction Jacket
- Building Technical Form including square footage of sign
- Electrical Technical Form if illuminated
- Show wind speed load of at least 115 MPH for design

The construction official shall have the authority to require the removal of any sign that creates an unsafe condition or otherwise to require correction of any such condition