

SIGN PERMIT

1. *You must fill out a Sign Permit application completely.*
2. *You must place the dimensions of the area that will be covered, superimposed on a printed photo or drawing of the area.*
3. *See Chap. 98 – “Signs” to understand all zoning regulations*

Important Regulations for Sign Permits

§98-2 – Prohibited Signs

Refer to this section to be aware of the types of prohibited signs within the Borough. Some common signs which are prohibited include, but not limited to:

- Revolving, flashing and animated signs
- Roof signs
- Vehicles signs if the vehicle is not used in the conduct of business
- Signs that emit smoke, vapor, or odor
- Signs which contain/consist of pennant ribbons, balloons or blimps, streamers, feather flags, spinners or other like devices
- Mounted or portable search lighting used to project moving or stationary overhead light beams
- Signs attached to utility poles, trees, fences, street lights or street furniture
- Obsolete or abandoned signs
- Domed, waterfall, box-shaped or backlit awnings
- Plastic coated or vinyl awnings or “day glow” colors

Temporary signs

Includes any sign, banner, pennant, valance or advertising display designed to advertise or announce a particular event or series of events, to solicit political support or to announce the availability for sale or a particular item or items, intended to be displayed for a short period of time.

§98-4K – Temporary Window Signs

Where window signs are permitted, temporary window signs shall be permitted, subject to the following limitations:

- (1) One (1) or more temporary window signs may be displayed at the same time.
- (2) Temporary window sign(s) shall not exceed an aggregate of thirty (30) square feet in area. Temporary window signs shall not cover more than twenty percent (20%) of any one window’s glass surface.
- (3) Temporary window signs shall not be displayed for a period longer than fourteen (14) days.

§77-19 – Signs

Signs shall be designed so as to be aesthetically pleasing and harmonious with other signs and buildings on the site. They shall be located so as to achieve their purpose without constituting hazards to vehicles and pedestrians or being visually distracting from the overall site design. All permanent signs shall be designed and erected in a manner consistent with applicable provisions of the Americans with Disabilities Act of 1990.

If you are planning to install a wall sign, you must complete a Building Permit Application.

Fee: \$40.00
(Fees Subject To Change)

BOROUGH OF ROSELLE
Building Department
210 Chestnut St.
Roselle, New Jersey 07203
908-259-3023/908-634-4509

Approved Denied

Date _____

Application No. _____

Permit No. _____

Zone _____

SIGN PERMIT

IMPORTANT (Please read entirely):

A COPY OF THE CURRENT SURVEY OF THE PROPERTY MUST BE ATTACHED.

Please Print All Information:

Location _____ Block _____ Lot _____

Applicant _____

(if applicant is a corporation or partnership, give corporate title or business name, and give name of partner, or authorized agent. _____)

Applicants Address Do Not Use P. O. Box #) _____

City _____ Zip Code _____ Phone # _____

Name of Lot Owner _____

(if applicant is **NOT** the owner, give name and address of premise owner) _____

Address _____

City/Zip Code _____ Phone # _____

Type of Sign(s) _____

Number of Signs _____

Width of building _____ Feet

Width of sign _____

Width of window _____

Height of sign _____

Height of window _____

Total square feet _____

Total square feet _____

I am the maker of this application and certify that the statements given herein are correct and true in all particulars.

Signature Date

FOR OFFICE USE ONLY	Rec'd ___/___/___	Amount \$ _____	<input type="checkbox"/> Check	<input type="checkbox"/> MO
	Receipt # _____	Check # _____	Rec'd By _____	

Comments: _____

BEGIN DATE _____

END DATE _____

Signature

Date

_____ **DENIED**, based on the following reasons: _____
