

## EAST WINDSOR TOWNSHIP

### INSTRUCTIONS FOR SIGN PERMIT APPLICATIONS

1. Fill out the attached sign permit application. The permit application must be completely filled out.
2. Return all completed forms to the East Windsor Township Construction Department with the following information:
  - A picture, an accurate colored rendering or sketch of the proposed sign. Indicate all dimensions & colors.
  - For a freestanding sign, please include a plot plan. The plot plan shall show the involved property including buildings, accessory structures, driveways, parking lots, etc. The proposed sign shall indicated / shown on the plan.
  - For a façade sign, a drawing shall be provided showing the building façade and the proposed sign. The sign must be indicated / shown exactly as it will appear on the building façade.
  - Signs requiring construction permits shall have plans that are compliant with IBC for NJ, signed and sealed by a NJ-Licensed architect or engineer. As per N.J.A.C. 5:23-2.15 (f)1.vii, such plans are to have engineering details and specifications consisting of structural details, adhesion, fastening, including calculations and technical data to be filed.

For any questions, please contact the Zoning Official @ 609-443-4000 Ext 203.

## APPLICATION FOR A SIGN PERMIT

**DATE:**Choose an item.

**PHONE NUMBER:**Click here to enter text.

**STREET ADDRESS:**Click here to enter text.

**BLOCK:**Click here to enter text. **LOT:**Click here to enter text.

**ZONING DISTRICT:**Click here to enter text.

**OWNER OF RECORD:**Click here to enter text.

**NAME:**Click here to enter text.

**ADDRESS:**Click here to enter text.

**PHONE:**Click here to enter text.

**EMAIL:**Click here to enter text.

**APPLICANT OF RECORD:**Click here to enter text.

**NAME:**Click here to enter text.

**ADDRESS:**Click here to enter text.

**PHONE:**Click here to enter text.

**EMAIL:**Click here to enter text.

### TYPE OF SIGN:

FREESTANDING  FAÇADE  CANOPY

MARQUEE  CHANGEABLE COPY  BANNER

DIRECTIONAL  OTHER

**ILLUMINATION:** YES  NO

**ILLUMINATION TYPE:**Click here to enter text.

EXPOSED L.E.D. / COLORED LIGHTING YES  NO

Sign Dimension:Click here to enter text.

Square Ft. Area of Sign:Click here to enter text.

Square Ft of Façade Frontage:Click here to enter text.

Percentage of Sign Area / Façade Area:Click here to enter text.

Lot Frontage (feet): Click here to enter text.

Number of StoriesClick here to enter text.

Bldg Height:Click here to enter text.

Estimated Cost of Signage:Click here to enter text.

I hereby certify that the proposed signage work is authorized by the Owner of Record and that I have been authorized by the Owner to make this application as the authorized Agent and agree to conform to all applicable laws and ordinances of this jurisdiction.

\_\_\_\_\_

(Signature of Applicant)

\_Click here to enter a date.\_\_\_\_\_

(Date)

\_\_\_\_\_

(Signature of Owner)

Click here to enter a date. \_\_\_\_\_

(Date)

Planning Board Approval Required: Yes\_\_\_  No\_\_\_

Zoning Board Approval Required: Yes\_\_\_  No\_\_\_

Other:\_\_\_\_\_

Click here to enter text.

Approved:\_\_\_Click here to enter a date.\_\_\_\_\_

(Date)

Not Approved:\_\_\_Click here to enter a date.\_\_\_\_\_

(Date)

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