



TOWNSHIP OF LONG HILL

COUNTY OF MORRIS
GILLETTE, HOMESTEAD PARK, MEYERSVILLE, MILLINGTON, STIRLING

TEMPORARY SIGN PERMIT – §3-12

THIS BOX FOR OFFICE USE ONLY

DATE OF SUBMISSION:		DATE OF APPROVAL:	
CONDITIONS:			

Applicant Completing Form: _____

Address: _____ Block(s) _____ Lot(s) _____

Email: _____ Phone Number: _____

Is the Applicant representing an organization sponsoring the event? YES NO

If yes, please provide name and address of the organization: _____

TYPE OF SIGN: Charitable Civic Construction Educational
 Grand Opening Religious Special Sale Public/Semi-Public Event
 Other / Please Specify: _____

Date of Event: _____ Number of Signs: _____

Signs to be Posted from: _____ to: _____

Location of Signs: _____

Have temporary signs been previously issued in this calendar year? YES NO

Has this same application been approved in previous years? YES NO

A PICTURE OR DRAWING OF SIGN(S) MUST BE ATTACHED AND INCLUDE WORDING, SIZE AND POSITION AT LOCATION.

As Applicant, I assume responsibility for the following:

- 1) Obtaining permission from private property owners, when applicable, to place signs on their property.
- 2) For placing signs in a manner that will not obstruct traffic or motorists' views.
- 3) For prompt removal of signs after event.

Type / Print Applicant's Name: _____

Applicant's Signature: _____ Date: _____

PLEASE EMAIL FORM & SIGN DRAWING DETAIL TO: codeenforcement@longhillnj.gov

TOWNSHIP OFFICES – 915 VALLEY ROAD, GILLETTE, NJ 07933
908-647-8000 / www.longhillnj.gov



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§ 3-12 TEMPORARY SIGNS.

§ 3-12.1 Definitions. [Ord. No. 366-2015 § 2]

BANNER

Shall mean a non-rigid sign of cloth, plastic or other flexible material temporarily attached to a building or planted in the ground using more than one supporting pole or bracket.

INFLATABLE SIGN

Shall mean any air or helium filled display used to advertise a product or event. Inflatable signs shall include all manner of balloons used for any display purpose.

REAL ESTATE SIGN

Shall mean a sign which is used to advertise any real property for sale, lease or rental purposes, including all temporary signs located on the property of a real estate office, and off-site directional signs used for open house advertising.

SIDEWALK SIGN

Shall mean any temporary freestanding display with one or two visible sides located adjacent to a public roadway, sidewalk or storefront.

TEMPORARY SIGN

Shall mean any sign constructed of cloth, canvas, fabric, paper, plywood, corrugated material, plastic or other light material, including, sidewalk signs, portable signs, searchlights and inflatable signs.

§ 3-12.2 Regulations. [Ord. No. 366-2015 § 2]

- a. Temporary signs regulated in this section are excluded from regulation under Section 155 of the Land Use Ordinance.
- b. Rotating signs, flashing signs and similar live action signs; and signs which contain foil, mirrors, lights, or reflective material which could create a hazardous condition to a motorist, bicyclist, or pedestrian are prohibited.
- c. Spinners, flags, pennants, streamers and other moving objects used for advertising purposes, whether containing a message or not, are prohibited on all temporary signs.
- d. In no case shall a temporary sign be illuminated.
- e. Signs permitted in Subsections 3-12.3b, f, g, h, and i and 3-12.4c below must be of "wire frame" construction and must be installed and removed without tools.
- f. Temporary signs may not be placed in any traffic circle or traffic island, at sight-restricted intersections, or inside the planter box of any "Welcome to Long Hill" sign.
- g. Any temporary sign not specifically permitted by the provisions of this section is prohibited.

§ 3-12.3 Temporary Signs Permitted Without a Permit. [Ord. No. 366-2015 § 2; Ord. No. 383-2016]

The following temporary signs are permitted in all areas, on the subject private lot only.

- a. Real estate signs advertising the prospective sale or rental of the premises or property upon which they are located. Such signs shall be removed within seven days of the sale or rental transaction and shall be restricted in size and number as follows:
 1. Residential properties shall not display more than one sign six square feet in area, except that a corner property or through lot may display one such sign on each street frontage.
 2. Nonresidential property shall not display more than one sign 12 square feet in area, except that a corner property or through lot may display one such sign on each street frontage. Properties exceeding 300 feet of street frontage may display one additional sign for each 600 feet of street frontage in excess of 300 feet.
 3. All real estate signs shall be located at least 10 feet from any street cartway.
- b. "Help Wanted" signs for any nonresidential land use.
- c. Farm signs advertising the sale of farm products produced within the Township. They shall not exceed six square feet in area. The signs shall be removed during seasons when products are not being offered for sale. Not more than two such signs shall be erected on any one property.
- d. Sidewalk Signs. One "Sidewalk Sign" is permitted for any non-residential use or for each tenant in a multi-tenant commercial building. A sidewalk sign may be displayed only in front of the business establishment it advertises. It may be displayed only during hours when the business is open to the public and during special street events being held in the immediate vicinity of the subject business. In the Planned Shopping Zone, sidewalk signs shall be permitted only on the sidewalk immediately in front of the business, and no sidewalk sign shall be permitted along Valley Road.



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No sidewalk sign shall be placed in a driveway, the paved portion or shoulder of a public street, within any public parking space, or impede the exiting of passengers from parked cars or pedestrian movement on a public sidewalk.

Sidewalk signs shall be constructed of weather resistant material, may not be permanently fixed, but must be weighted or secured to withstand winds to prevent a roadway or sidewalk hazard. Sidewalk signs shall be no more than 30 inches in width and 50 inches in height when extended. Sidewalk signs placed in a sight triangle must comply with provisions of Section 157.5 of the Land Use Ordinance.

The following temporary signs are permitted in all areas, on any private lot or in the right-of-way.

- e. Official notices, legal notices and signs required by law.
- f. All "open house" realty signs not located on the property for sale shall be allowed from 7:00 a.m. to 6:00 p.m. on the day of the open house only. "Open house" signs located on the property for sale shall be permitted for not more than three days, including the day of the open house, and shall be removed no later than 6:00 p.m. of the day of the open house.
- g. Announcements of the sale of an individual's personal property. Such signs shall not exceed six square feet in area and shall not be displayed for a period exceeding 31 days in any calendar year.
- h. Political campaign signs shall be permitted in all zones. Such signs shall not be permitted for a period exceeding 31 days in any campaign or event, inclusive of primaries, shall not exceed 12 square feet in area and shall be removed within five days of the conclusion of the campaign or event.
- i. Signs announcing any educational, charitable, civic, and religious or like special event to be held in the Township shall be permitted in all zones. Such signs, however, shall not be permitted for a period exceeding 14 days per special event in any one calendar year; shall not exceed 12 square feet in area and shall be removed within 48 hours of the conclusion of the event. Emergency service organizations may place such signs or banners on their vehicles parked off-premises, without limit on the size of the sign or banner.

There shall be not more than 12 signs, Township-wide, advertising any such special event. Every sign must contain a name and telephone number (or alternate contact information); or equivalent contact information must be provided in writing to the Code Enforcement Officer.

§ 3-12.4 Temporary Signs Permitted With a Permit. [Ord. No. 366-2015 § 2]

The following temporary signs are permitted in all areas, on the subject private lot only. A permit must be obtained from the Code Enforcement Officer.

- a. Signs are permitted on construction sites for the duration of the construction period. They shall not exceed eight feet in height nor 32 square feet in area. They shall be removed within seven days after the completion of the construction work, or upon request for a Certificate of Occupancy. Not more than one sign shall be located on each street frontage.
- b. Banners shall be permitted for special public and semipublic events and for private grand openings and special sales events. Special sales events shall be subject to the determination of individual business owners but shall not exceed two such events in any calendar year. Banners may be attached to the facade of a building, or may be installed in the ground at least 25 feet from the curb line. Only one banner is permitted, and it may not exceed 50 square feet. Any banner permitted under this subsection shall be displayed for no more than 30 days.

The following temporary signs are permitted in all areas, on any private lot or in the right-of-way. A permit must be obtained from the Code Enforcement Officer.

- c. Temporary signs shall be permitted for special public and semipublic events and for private grand openings and special sales events. Special sales events shall be subject to the determination of individual business owners but shall not exceed two such events in any calendar year. All temporary signs permitted under this subsection shall be displayed for no more than 30 days.
- d. Any sign or banner placed over the right-of-way of any street. The permit will be issued only if specifically authorized by resolution of the Township Committee (and by the Freeholders, if a County road.)
- e. Searchlight displays as part of a grand opening promotion. The permit will be issued only if specifically authorized by resolution of the Township Committee.
- f. In addition to the on-site signs authorized by Subsection 3-12.3c above, farm stands shall be permitted to have two off-site signs from April 1 through October 31 of each calendar year, provided the area of each sign does not exceed eight square feet. Written permission of the owners of the sites on which the signs are to be located shall be presented to the Code Enforcement Officer prior to the issuance of a sign permit.