

**TOWN OF HACKETTSTOWN  
TEMPORARY ORGANIZATION/BUSINESS SIGN APPLICATION**

**A. APPLICANT INFORMATION**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

**PROPERTY INFORMATION**

Property Owner: \_\_\_\_\_

Location \_\_\_\_\_

Block; \_\_\_\_\_ Lot(s) \_\_\_\_\_

Zone: \_\_\_\_\_

Upon written application to the Zoning Officer by a Hackettstown Town based non-profit organization, the Zoning Officer shall issue permits, without fee, for the erection of up to three (3) temporary signs announcing an event sponsored by said non-profit organization, provided the following requirements and regulations are met:

- a. One (1) sign may be located on the property owned by the non-profit organization, if and wherever such property exists, and up to two (2) signs may be located on properties other than that which may be owned by the non-profit organization, provided said properties are situated within the "TCC", "CC" or "HC" Districts
- b. The written application to the Zoning Officer by the non-profit organization shall include a written representation by the owner of the property upon which a sign is to be located, giving the permission for the display of the sign
- c. The written application to the Zoning Officer shall include a sketch indicating the proposed location of the sign(s) and the graphic material to be placed on the sign(s)
- d. Permitted signs may be freestanding or attached. Each sign shall not exceed 32 S.F. in area. If freestanding, the sign shall not exceed 10' in height and shall be set back from all street, driveway and property lines a distance equivalent to 1 linear foot for each 2½ S.F. of sign area
- e. Highway banners are permitted upon approval by the Mayor and Common Council and upon approval by the State or County when located upon a State or County Road and upon issuance of a certificate of insurance
- f. The permitted signs shall not be illuminated and shall be located so as not to interfere with driver vision
- g. All signs shall be constructed of approved materials and be neatly painted and adequately secured for aesthetic and safety purposes
- h. No more than one (1) sign for any particular non-profit organization shall be permitted on any particular property at the same time and no more than two (2) non-profit organization event signs shall be permitted on any particular property at the same time
- i. Permitted signs may be displayed for an ongoing project or an ongoing fundraiser for a period not to exceed 6 months unless extended by resolution of the Mayor and Common Council. Permitted sign for a specific event may be displayed for a period not to exceed 6 weeks prior to the event. The specific time period for the display of all signs shall be indicated on the written application to the Zoning Officer unless the advertised event occurs earlier in which instance the sign shall be removed within 24 hours after the event.

Individual Responsible for Posting and Removing Sign \_\_\_\_\_

Dates Sign to be Displayed: From: \_\_\_\_\_ To: \_\_\_\_\_

Location of Sign: \_\_\_\_\_  
\_\_\_\_\_

THIS PERMIT IS HEREBY

ISSUED/DENIED

PERMIT # \_\_\_\_\_

\_\_\_\_\_  
Zoning Official's Signature

\_\_\_\_\_  
Date