

## **MONTGOMERY TOWNSHIP ECONOMIC DEVELOPMENT COMMITTEE**

### **Frequently asked questions ("FAQ") regarding Montgomery Township's Sign Ordinance.**

In response to the concerns and questions of Montgomery Township's business community, the Economic Development Committee has prepared the attached FAQ that addresses common questions and concerns regarding the Township's sign ordinance. Please note that this material has been prepared for informational purposes only with no warranty as to accuracy or applicability to a particular set of circumstances. The materials are not intended and should not be considered to be legal advice. Readers should not act upon any content on this site without obtaining legal advice from independent legal counsel.

#### **1. Do I need a sign permit?**

As a general matter, a sign permit is necessary for any sign constructed, displayed, placed or erected in Montgomery Township subject to the following limited exceptions which do not require a permit:

- Flag of a Political or Governmental Jurisdiction
- Traffic signs
- Historic Plaques designating a building as a historic building
- Street Signs
- Information and Direction Signs, e.g. signs required for necessary traffic circulation directions, postal boxes, "private property" or "no hunting" signs, parking signs
- Nameplate signs bearing the name and/or address of the principal occupant and not exceeding 6" X 18"

#### **2. How do I apply for a sign permit?**

An applicant for a sign or construction permit shall submit the following information and materials to the Township Zoning Officer prior to the erection, re-erection, construction, placement or location of any sign in the Township of Montgomery:

- Appropriate application form (see attached forms)
- Fee: \$10 for temporary sign permit, \$50 for zoning permit for permanent signs
- Scaled drawing or proposed sign including dimensions, type and materials to be used in its construction, the wording and artwork, including letter height, typeface and color

- Mechanism and material used for supporting, erecting, anchoring or attaching proposed sign
- For attached and suspended signs, scaled drawing of the entire building façade to which the sign is to be attached, with the proposed location and mounting height of the sign clearly indicated
- For freestanding signs, the plans shall include a scaled drawing of the property with the proposed location, setbacks and mounting height of the sign plotted thereon, as well as the location and type of any proposed landscaping

**3. How long does it take to get a sign permit?**

The Township Zoning Officer is required to issue the sign permit no later than ten (10) days after the filing of a complete sign application.

**4. How many signs can I place on my property?**

The number of signs you are permitted to place on your property first depends on what zoning district the property is located in. If you do not know what zone district you are located in, contact the Township Zoning Officer, Joe Palmer, at (908) 359-9211 and provide him with your block and lot number. Mr. Palmer will be able to identify your zone district.

<b>ZONE DISTRICT</b>	<b>FREESTANDING SIGN</b>	<b>MOUNTED SIGN/ATTACHED SIGN</b>	<b>SPECIAL COMMENTS</b>
<b>MR Mountain Residential, R-5 Single Family Residential, R-2 Single Family Residential, R-1 Single Family Residential, R Single Family Residential</b>	One (1) for permitted public or quasi-public use and one (1) attached sign	One (1) attached sign for residential use	Freestanding signs for permitted public and quasi-public use are permitted on the condition that there is at least three hundred (300) feet of unbroken frontage and the sign is set back at least ten (10) feet from any street right-of-way line and twenty-five (25) feet from any other property line
<b>VN Village Neighborhood</b>	One (1) for permitted public or quasi-public use and one (1) attached sign	One (1) attached sign for residential use	Freestanding signs for permitted public and quasi-public use are permitted on the condition that there is at least three hundred (300) feet of unbroken frontage and the sign is set back at least ten (10) feet from any street right-of-way line and twenty-five (25) feet from any other property line

<p><b>APT/TH Multiple- Family Residential</b></p>	<p>Apartment and Townhouse developments and permitted non-residential uses may have one (1) freestanding sign</p>	<p>Principal permitted non-residential uses may have one (1) attached sign</p>	<p>Freestanding signs may be located along each road which provides vehicular access to the development, provided there exists at least two hundred fifty (250) feet of unbroken frontage and such signs shall be set back at least ten (10) feet from any street right-of-way lines and driveways and twenty-five (25) feet from any other property line, and shall not exceed an area of twenty-five (25) square feet and shall be used to display the development's name.</p>
<p><b>"NC" Neighborhood Commercial</b></p>	<p><b><u>Principal Buildings not Party of Shopping Village</u></b></p> <p>One (1) freestanding sign permitted</p> <p><b><u>Shopping Villages</u></b></p> <p>Neighborhood shopping village may have one (1) freestanding sign</p>	<p><b><u>Principal Buildings not Party of Shopping Village</u></b></p> <p>One (1) freestanding sign plus each principal permitted use may have one (1) attached sign.</p> <p><b><u>Shopping Villages</u></b></p> <p>Each individual use in a principal building within a neighborhood shopping village</p>	<p><b><u>Requirements:</u></b></p> <ul style="list-style-type: none"> <li>• Freestanding signs shall be set back at least ten (10) feet from any right of way and fifteen (15) feet from any other property line.</li> <li>• For Shopping Villages, freestanding signs shall be set back at least ten (10) feet from any right of way and twenty-five (25) feet from any other property line.</li> <li>• For attached signs for principal buildings in shopping villages, an attached sign is only permitted when the use occupies at least seven hundred fifty (750) square feet of habitable floor area with direct access from outside.</li> <li>• All signs shall be wood painted, and shall use black letter painted upon a white or cream background unless otherwise approved by the</li> </ul>

			<p>Planning Board or Zoning Board.</p> <ul style="list-style-type: none"> <li>All signs shall be reviewed by the Montgomery Township Landmarks Preservation Commission.</li> </ul>
<p>"REO-1" Research, Engineering and Office  "REO-2 " Research, Engineering and Office  "REO-3" Research, Engineering and Office</p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) freestanding sign is permitted.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>Each subdivided development park may have one (1) freestanding sign along each abutting arterial or collector road which provides vehicular access to the development.</p>	<p><b><u>Principal buildings:</u></b></p> <p>Each principal use in a building with direct access from the outside shall be permitted a sign attached flat against the building</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>One (1) attached sign is permitted for each principal use in a building or each building on a single lot or in a subdivided development park.</p> <p>and,</p> <p>One (1) directory sign listing the building names or addresses and/or tenants may be permitted within the internal circulation system, provided that the sign is set back at least sixty (60) feet from any street right-of-way or property line and</p>	<p><b><u>Requirements:</u></b></p> <p>Freestanding signs for each subdivided development park are only permitted under the following conditions:</p> <ul style="list-style-type: none"> <li>There exists at least two hundred fifty (250) feet of unbroken frontage.</li> <li>The sign shall not exceed eight (8) feet in height.</li> <li>The sign shall be set back at least fifteen (15) feet from any street right-of-way line and driveways.</li> <li>The sign shall be set back at least twenty-five (25) feet from any other property line,</li> <li>The sign shall be used only to display the development's name.</li> </ul> <p>Directory Signs are subject to the following requirements:</p> <ul style="list-style-type: none"> <li>The sign shall not be set back at least sixty (60) feet from any street or property line.</li> </ul>

		<p>is no larger than twenty (20) square feet in size or eight (8) feet in height.</p>	
<p><b>"LM" Limited Manufacturing</b></p>	<p><b><u>Principal Buildings:</u></b></p> <p>One (1) freestanding sign is permitted.</p> <p>.</p> <p><b><u>Subdivided development parks:</u></b></p> <p>One (1) freestanding sign along each abutting road which provides vehicular access to the development.</p> <p><b><u>Directory Sign:</u></b></p> <p>For multi-tenant buildings or each building on a single lot or in a subdivided development park, one (1) directory sign listing the building names or addresses and/or tenants may be permitted within the internal circulation system.</p>	<p><b><u>For both principal buildings and subdivided development parks:</u></b></p> <p>One (1) attached sign is permitted for each principal permitted use</p>	<p><b><u>Requirements:</u></b></p> <p>For Principal Buildings:</p> <ul style="list-style-type: none"> <li>• There exists at least two hundred fifty (250) feet of unbroken frontage.</li> <li>• The sign shall be set back at least fifteen (15) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least twenty-five (25) feet from any other property line,</li> </ul> <p><b><u>Subdivided development parks:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least fifteen (15) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least twenty-five (25) feet from any other property line.</li> <li>• The sign shall only be used to display the development's name.</li> </ul> <p><b><u>Directory Sign:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least sixty (60) feet from any street or property line.</li> </ul>

<p><b>"SB" Small Business</b></p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) Freestanding sign is permitted.</p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) attached sign is permitted for each principal permitted use.</p>	<p><b><u>Freestanding signs:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least ten (10) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least fifteen (15) feet from any other property line.</li> </ul> <p><b><u>Attached Signs:</u></b></p> <ul style="list-style-type: none"> <li>• First floor signs require the use to have direct access from the outside and shall be attached flat against the building.</li> <li>• For second floor principal uses, an attached sign is permitted when there is direct access from the outside.</li> </ul>
<p><b>CC-1 and CC-2 Community Commercial</b></p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) Freestanding sign is permitted.</p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) attached sign is permitted for each principal permitted use.</p>	<p><b><u>Freestanding signs:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least ten (10) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least fifteen (15) feet from any other property line.</li> </ul> <p><b><u>Attached Signs:</u></b></p> <ul style="list-style-type: none"> <li>• First floor signs require the use to have direct access from the outside and shall be attached flat against the building.</li> </ul>

			<ul style="list-style-type: none"> <li>• For second floor principal uses, an attached sign is permitted when there is direct access from the outside.</li> </ul>
<p><b>"HC" Highway Commercial</b></p>	<p><b><u>Principal Buildings not Party of Shopping Center</u></b></p> <p>One (1) freestanding sign permitted</p> <p><b><u>Shopping Villages</u></b></p> <p>Neighborhood shopping village may have one (1) freestanding sign</p>	<p><b><u>Principal Buildings not Party of Shopping Center</u></b></p> <p>One (1) freestanding sign plus each principal permitted use may have one (1) attached sign.</p> <p><b><u>Shopping Villages</u></b></p> <p>Each individual use in a principal building within a neighborhood shopping village</p>	<p><b><u>Freestanding signs:</u></b></p> <p><b>Principal Buildings not part of a Shopping Center</b></p> <ul style="list-style-type: none"> <li>• Freestanding signs equal to or less than thirty (35) square feet in area shall be set back at least ten (10) feet from any right of way.</li> <li>• Freestanding signs greater than thirty-five (35) square feet but less than fifty-five (55) square feet in area shall be set back at least fifteen (15) feet from any street right-of-way line.</li> <li>• Freestanding signs greater than fifty-five (55) square feet in area shall be set back at least twenty (20) feet from any street right-of-way line.</li> <li>• All freestanding signs shall be set back at least twenty-five (25) feet from any other property line.</li> </ul> <p><b>Principal Buildings that are Part of Shopping Center</b></p> <p><b><u>Freestanding Signs</u></b></p> <ul style="list-style-type: none"> <li>• Freestanding signs equal to or less than thirty (35) square feet in area shall be set back at least ten (10) feet from any right of way.</li> </ul>

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**5. How large can my signs be?**

The permitted size of the signs also depends on in what zoning district the property is located.

The area of a sign shall be measured around the edges of a framed or enclosed sign or by the area utilized by isolated words and/or symbols, including the background whether open or enclosed, but said area shall not include any supporting framework and bracing incidental to the display itself.

<b>ZONE DISTRICT</b>	<b>FREESTANDING SIGN</b>	<b>MOUNTED SIGN/ATTACHED SIGN</b>
<b>MR Mountain Residential, R-5 Single Family Residential, R-2 Single Family</b>	For permitted public or quasi-public uses where permitted freestanding signs shall not exceed twenty-five (25) square feet in area and eight (8) feet in	Maximum of two (2) square feet

<b>Residential, R-1 Single Family Residential, R Single Family Residential</b>	height.	
<b>VN Village Neighborhood</b>	For permitted public or quasi-public uses where permitted freestanding signs shall not exceed twenty-five (25) square feet in area and eight (8) feet in height.	Maximum of two (2) square feet
<b>APT/TH Multiple- Family Residential</b>	Where permitted, signs shall not exceed six (6) feet in height and shall not exceed an area of twenty-five (25) square feet.	Maximum of twenty (20) square feet
<b>"NC" Neighborhood Commercial</b>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p>Maximum of twenty (20) square feet and shall not exceed eight (8) feet in height.</p> <p><b><u>FOR SHOPPING VILLAGES:</u></b></p> <p>Maximum of thirty (30) square feet in area.</p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of twenty-five (25) square feet. The combined size of all attached signs on one (1) façade of a building shall not exceed fifty (50) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p> <p><b><u>FOR SHOPPING VILLAGES:</u></b></p> <p>Shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of</p>

		building façade fronting the street, with a maximum of twenty-five (25) square feet in area.
<p>"REO-1" Research, Engineering and Office</p> <p>"REO-2 " Research, Engineering and Office</p> <p>"REO-3" Research, Engineering and Office</p>	<p><b><u>Principal Building:</u></b></p> <p>Freestanding signs shall not exceed forty (40) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>The freestanding sign may display the development's name and shall not exceed fifty (50) square feet.</p> <p>One (1) directory sign providing tenants and addresses is permitted in the internal circulation system. Maximum size is twenty (20) square feet.</p>	<p><b><u>Principal Building:</u></b></p> <p>Attached signs shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of fifty (50) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p><u>Attached signs are the same as for principal buildings generally.</u></p>
<p>"LM" Limited Manufacturing</p>	<p><b><u>Principal Building:</u></b></p> <p>Freestanding signs shall not exceed forty (40) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>The freestanding sign may display the development's name and shall not exceed fifty (50) square feet.</p> <p>One (1) directory sign providing tenants and addresses is permitted in the</p>	<p><b><u>Principal Building:</u></b></p> <p>Each principal use may have an attached signs that shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of fifty (50) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p><u>Attached signs are the same as for principal buildings generally.</u></p>

	<p>internal circulation system. Maximum size is twenty (20) square feet.</p>	
<p><b>"SB" Small Business</b></p>	<p><b><u>PRINCIPAL BUILDINGS</u></b></p> <p>Freestanding signs shall be a maximum of twenty-five (25) square feet and shall not exceed eight (8) feet in height.</p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of thirty (30) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p>
<p><b>CC-1 and CC-2 Community Commercial</b></p>	<p><b><u>PRINCIPAL BUILDINGS</u></b></p> <p>Freestanding signs shall be a maximum of twenty-five (25) square feet and shall not exceed eight (8) feet in height.</p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of twenty-five (25) square feet. The combined area of all attached signs on one (1) façade of a building shall not exceed fifty (50) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is</p>

		permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) linear foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.
<b>"HC" Highway Commercial</b>	<p>Freestanding signs shall not exceed the lesser of seventy-five (75) square feet in area of five (5%) percent of the front façade of the principal building. Required setbacks vary depending on the size of the sign.</p> <p><b><u>For Shopping Centers:</u></b></p> <p>The freestanding sign shall not exceed seventy-five (75) square feet in area and eight (8) feet in height. Required setbacks vary depending on size.</p>	<p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of fifty (50) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) linear foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p> <p><b><u>For Shopping Centers:</u></b></p> <p>Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of fifty (50) square feet.</p>

**6. Are temporary signs permitted?**

One (1) temporary freestanding or attached sign is permitted under the following conditions:

- The temporary sign shall be constructed of wood, metal or heavy plastic if it is to be erected for over three (3) days.
- The temporary sign must be firmly imbedded in the ground and securely anchored for aesthetic and safety purposes.

- Temporary signs shall be removed within thirty (30) days from the date of their installation, except that temporary commercial signs shall be removed within the earlier of thirty (30) days of the date of their installation or five (5) days after the close or end of the advertised "event." An "event" is defined as "any short term, temporary happening or special occurrence that is not party of the ordinary, daily or usual operation of a business or use, including, but not limited, to a political campaign or election, a real estate transaction, a grand opening, a raffle or fundraiser, a seasonal sale or harvest, or a special sales promotion or occurrence."
- Special conditions apply to agricultural signs, temporary real estate signs and campaign signs.

Only one temporary sign may be granted at one time by a property owner or tenant.

### **7. Where can I put my sign? Are there any restrictions on how tall it can be?**

Your sign must comply with the guidelines set forth for your particular zoning district. However, no portion of any sign shall be located on, within or suspended over a public right-of-way or any Township-owned property unless specifically approved by the Township Committee.

No freestanding sign shall be higher than eight (8) feet and no attached sign shall be higher than twenty (20) feet measured to the top of the sign from the grade beneath the sign.

### **8. Can my sign be illuminated?**

Yes. The Township permits a sign to be lighted either from within the sign or by artificial lighting directed at the sign subject to the following conditions:

- All illuminated signs shall be arranged in a manner to prevent any light or glare from shining or reflecting upon any street, sidewalk or adjacent property and from creating any sky glow.
- For internally illuminated signs, at least seventy-five (75%) percent of the background around the letters and any logos on the sign shall be opaque.
- Exterior lighting shall be permitted by incandescent spotlights only where the sign has no visible clearance under the sign or where there is sufficient landscaping planted under the sign to block light under the sign.
- Exterior lights shall be mounted in or on the ground so that they are securely fixed both in their location and angle of illumination to focus the light onto the face of the sign and away from the street.
- No exterior light shall exceed one hundred (100) watts. The use of mercury vapor lighting is prohibited.

- Light emission from any sign lighting shall not exceed one (1) foot candle at a distance of two (2) feet from the sign surface.
- Unless otherwise permitted by the Planning or Zoning Board, illuminated signs or the exterior lights that illuminate a sign shall be turned off by the close of business of the user or by 11:00 p.m., whichever is later.

**9. Are there any kinds of signs that are prohibited?**

The following signs are prohibited in all zoning districts:

- Animated, moving, fluttering and illusionary signs or rotating signs.
- Signs having any lighting or control mechanisms that cause radio, television or phone interference.
- Signs with red, green, blue or amber illumination in a beam, beacon or flashing form resembling and emergency light, safety or warning device or traffic signal.
- Billboard signs. A "billboard" is essentially a sign or picture created for advertising purposes that is located on a building or site other than the building or site to which the advertising relates.
- Signs painted on a building wall, sidewalk or curb.
- Signs located on or above the roof of a building or extending above the top or beyond the ends of an awning, canopy, marquee, or mansard roof.
- Attached or suspended signs that are affixed to any tree, fence, or any electrical telephone or other public utility pole.
- Portable signs.
- Signs that advertise a product that is not the principal use of the subject property.

**10. I have received approval by the Planning Board or the Board of Adjustment, do I need to apply for a sign permit?**

No. The Township Zoning Officer is required to issue a sign permit for any sign that has been approved by the Planning Board or Zoning Board of Adjustment as part of an approved development application. However, a sign permit may be required for changes or departures from approved signs, or any sign additions to an approved application.

**11. What are the penalties for failing to comply with the Township's sign ordinance?**

The Township Zoning Officer or Construction Official may order the removal of (1) any permanent sign in violation of the Ordinance within five (5) business days, or (2) any temporary sign in violation of the Ordinance within two (2) business days. If the sign is not removed within the corresponding period, the Zoning Officer or Construction official may remove or alter the sign and charge the cost of removal to the responsible party (owner, lessor, agent, or occupant). Additionally, any person who violates the sign ordinance and is convicted may be assessed a fine

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**12. Do I need a sign permit?**

As a general matter, a sign permit is necessary for any sign constructed, displayed, placed or erected in Montgomery Township subject to the following limited exceptions which do not require a permit:

- Flag of a Political or Governmental Jurisdiction
- Traffic signs
- Historic Plaques designating a building as a historic building
- Street Signs
- Information and Direction Signs, e.g. signs required for necessary traffic circulation directions, postal boxes, "private property" or "no hunting" signs, parking signs
- Nameplate signs bearing the name and/or address of the principal occupant and not exceeding 6" X 18"

**13. How do I apply for a sign permit?**

An applicant for a sign or construction permit shall submit the following information and materials to the Township Zoning Officer prior to the erection, re-erection, construction, placement or location of any sign in the Township of Montgomery:

- Appropriate application form (see attached forms)
- Fee: \$10 for temporary sign permit, \$50 for zoning permit for permanent signs
- Scaled drawing or proposed sign including dimensions, type and materials to be used in its construction, the wording and artwork, including letter height, typeface and color

- Mechanism and material used for supporting, erecting, anchoring or attaching proposed sign
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- For freestanding signs, the plans shall include a scaled drawing of the property with the proposed location, setbacks and mounting height of the sign plotted thereon, as well as the location and type of any proposed landscaping

**14. How long does it take to get a sign permit?**

The Township Zoning Officer is required to issue the sign permit no later than ten (10) days after the filing of a complete sign application.

**15. How many signs can I place on my property?**

The number of signs you are permitted to place on your property first depends on what zoning district the property is located in. If you do not know what zone district you are located in, contact the Township Zoning Officer, Joe Palmer, at (908) 359-9211 and provide him with your block and lot number. Mr. Palmer will be able to identify your zoning district.

<b>ZONE DISTRICT</b>	<b>FREESTANDING SIGN</b>	<b>MOUNTED SIGN/ATTACHED SIGN</b>	<b>SPECIAL COMMENTS</b>
<b>MR Mountain Residential, R-5 Single Family Residential, R-2 Single Family Residential, R-1 Single Family Residential, R Single Family Residential</b>	One (1) for permitted public or quasi-public use and one (1) attached sign	One (1) attached sign for residential use	Freestanding signs for permitted public and quasi-public use are permitted on the condition that there is at least three hundred (300) feet of unbroken frontage and the sign is set back at least ten (10) feet from any street right-of-way line and twenty-five (25) feet from any other property line
<b>VN Village Neighborhood</b>	One (1) for permitted public or quasi-public use and one (1) attached sign	One (1) attached sign for residential use	Freestanding signs for permitted public and quasi-public use are permitted on the condition that there is at least three hundred (300) feet of unbroken frontage and the sign is set back at least ten (10) feet from any street right-of-way line and twenty-five (25) feet from any other

			property line
<b>APT/TH Multiple- Family Residential</b>	Apartment and Townhouse developments and permitted non-residential uses may have one (1) freestanding sign	Principal permitted non-residential uses may have one (1) attached sign	Freestanding signs may be located along each road which provides vehicular access to the development, provided there exists at least two hundred fifty (250) feet of unbroken frontage and such signs shall be set back at least ten (10) feet from any street right-of-way lines and driveways and twenty-five (25) feet from any other property line, and shall not exceed an area of twenty-five (25) square feet and shall be used to display the development's name.
<b>"NC" Neighborhood Commercial</b>	<p><b><u>Principal Buildings not Party of Shopping Village</u></b></p> <p>One (1) freestanding sign permitted</p> <p><b><u>Shopping Villages</u></b></p> <p>Neighborhood shopping village may have one (1) freestanding sign</p>	<p><b><u>Principal Buildings not Party of Shopping Village</u></b></p> <p>One (1) freestanding sign plus each principal permitted use may have one (1) attached sign.</p> <p><b><u>Shopping Villages</u></b></p> <p>Each individual use in a principal building within a neighborhood shopping village</p>	<p><b><u>Requirements:</u></b></p> <ul style="list-style-type: none"> <li>• Freestanding signs shall be set back at least ten (10) feet from any right of way and fifteen (15) feet from any other property line.</li> <li>• For Shopping Villages, freestanding signs shall be set back at least ten (10) feet from any right of way and twenty-five (25) feet from any other property line.</li> <li>• For attached signs for principal buildings in shopping villages, an attached sign is only permitted when the use occupies at least seven hundred fifty (750) square feet of habitable floor area with direct access from outside.</li> <li>• All signs shall be wood painted, and shall use black letter painted upon a white or cream background unless</li> </ul>

			<p>otherwise approved by the Planning Board or Zoning Board.</p> <ul style="list-style-type: none"> <li>All signs shall be reviewed by the Montgomery Township Landmarks Preservation Commission.</li> </ul>
<p><b>"REO-1" Research, Engineering and Office</b>  <b>"REO-2 " Research, Engineering and Office</b>  <b>"REO-3" Research, Engineering and Office</b></p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) freestanding sign is permitted.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>Each subdivided development park may have one (1) freestanding sign along each abutting arterial or collector road which provides vehicular access to the development.</p>	<p><b><u>Principal buildings:</u></b></p> <p>Each principal use in a building with direct access from the outside shall be permitted a sign attached flat against the building</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>One (1) attached sign is permitted for each principal use in a building or each building on a single lot or in a subdivided development park.</p> <p>and,</p> <p>One (1) directory sign listing the building names or addresses and/or tenants may be permitted within the internal circulation system, provided that the sign is set back at least sixty (60) feet from any street right-of-way</p>	<p><b><u>Requirements:</u></b></p> <p>Freestanding signs for each subdivided development park are only permitted under the following conditions:</p> <ul style="list-style-type: none"> <li>There exists at least two hundred fifty (250) feet of unbroken frontage.</li> <li>The sign shall not exceed eight (8) feet in height.</li> <li>The sign shall be set back at least fifteen (15) feet from any street right-of-way line and driveways.</li> <li>The sign shall be set back at least twenty-five (25) feet from any other property line,</li> <li>The sign shall be used only to display the development's name.</li> </ul> <p>Directory Signs are subject to the following requirements:</p> <ul style="list-style-type: none"> <li>The sign shall not be set back at least sixty (60) feet from any street or property line.</li> </ul>

		<p>or property line and is no larger than twenty (20) square feet in size or eight (8) feet in height.</p>	
<p><b>"LM" Limited Manufacturing</b></p>	<p><b><u>Principal Buildings:</u></b></p> <p>One (1) freestanding sign is permitted.</p> <p>.</p> <p><b><u>Subdivided development parks:</u></b></p> <p>One (1) freestanding sign along each abutting road which provides vehicular access to the development.</p> <p><b><u>Directory Sign:</u></b></p> <p>For multi-tenant buildings or each building on a single lot or in a subdivided development park, one (1) directory sign listing the building names or addresses and/or tenants may be permitted within the internal circulation system.</p>	<p><b><u>For both principal buildings and subdivided development parks:</u></b></p> <p>One (1) attached sign is permitted for each principal permitted use</p>	<p><b><u>Requirements:</u></b></p> <p>For Principal Buildings:</p> <ul style="list-style-type: none"> <li>• There exists at least two hundred fifty (250) feet of unbroken frontage.</li> <li>• The sign shall be set back at least fifteen (15) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least twenty-five (25) feet from any other property line,</li> </ul> <p><b><u>Subdivided development parks:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least fifteen (15) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least twenty-five (25) feet from any other property line.</li> <li>• The sign shall only be used to display the development's name.</li> </ul> <p><b><u>Directory Sign:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least sixty (60) feet from any street or property line.</li> </ul>

<p><b>"SB" Small Business</b></p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) Freestanding sign is permitted.</p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) attached sign is permitted for each principal permitted use.</p>	<p><b><u>Freestanding signs:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least ten (10) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least fifteen (15) feet from any other property line.</li> </ul> <p><b><u>Attached Signs:</u></b></p> <ul style="list-style-type: none"> <li>• First floor signs require the use to have direct access from the outside and shall be attached flat against the building.</li> <li>• For second floor principal uses, an attached sign is permitted when there is direct access from the outside.</li> </ul>
<p><b>CC-1 and CC-2 Community Commercial</b></p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) Freestanding sign is permitted.</p>	<p><b><u>Principal buildings:</u></b></p> <p>One (1) attached sign is permitted for each principal permitted use.</p>	<p><b><u>Freestanding signs:</u></b></p> <ul style="list-style-type: none"> <li>• The sign shall be set back at least ten (10) feet from any street right-of-way line and driveways.</li> <li>• The sign shall be set back at least fifteen (15) feet from any other property line.</li> </ul> <p><b><u>Attached Signs:</u></b></p> <ul style="list-style-type: none"> <li>• First floor signs require the use to have direct access from the outside and shall be attached flat against the building.</li> </ul>

			<ul style="list-style-type: none"> <li>• For second floor principal uses, an attached sign is permitted when there is direct access from the outside.</li> </ul>
<p><b>"HC" Highway Commercial</b></p>	<p><b><u>Principal Buildings not Party of Shopping Center</u></b></p> <p>One (1) freestanding sign permitted</p> <p><b><u>Shopping Villages</u></b></p> <p>Neighborhood shopping village may have one (1) freestanding sign</p>	<p><b><u>Principal Buildings not Party of Shopping Center</u></b></p> <p>One (1) freestanding sign plus each principal permitted use may have one (1) attached sign.</p> <p><b><u>Shopping Villages</u></b></p> <p>Each individual use in a principal building within a neighborhood shopping village</p>	<p><b><u>Freestanding signs:</u></b></p> <p><b>Principal Buildings not part of a Shopping Center</b></p> <ul style="list-style-type: none"> <li>• Freestanding signs equal to or less than thirty (35) square feet in area shall be set back at least ten (10) feet from any right of way.</li> <li>• Freestanding signs greater than thirty-five (35) square feet but less than fifty-five (55) square feet in area shall be set back at least fifteen (15) feet from any street right-of-way line.</li> <li>• Freestanding signs greater than fifty-five (55) square feet in area shall be set back at least twenty (20) feet from any street right-of-way line.</li> <li>• All freestanding signs shall be set back at least twenty-five (25) feet from any other property line.</li> </ul> <p><b>Principal Buildings that are Part of Shopping Center</b></p> <p><b><u>Freestanding Signs</u></b></p> <ul style="list-style-type: none"> <li>• Freestanding signs equal to or less than thirty (35) square feet in area shall be set back at least ten (10) feet from any right of way.</li> </ul>

			<ul style="list-style-type: none"> <li>• Freestanding signs greater than thirty-five (35) square feet but less than fifty-five (55) square feet in area shall be set back at least fifteen (15) feet from any street right-of-way line.</li> <li>• All freestanding signs shall be set back at least twenty-five (25) feet from any other property line.</li> </ul> <p><u>Attached Signs</u></p> <ul style="list-style-type: none"> <li>• Each sign shall be either attached flat against the building at or above the entrance to the activity or shall be suspended perpendicular to the building from a roof over a common walkway.</li> <li>• All signs within the shopping center shall adhere to a common architectural theme regarding lettering style, lighting and color.</li> </ul>
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**16. How large can my signs be?**

The permitted size of the signs also depends on in what zoning district the property is located.

The area of a sign shall be measured around the edges of a framed or enclosed sign or by the area utilized by isolated words and/or symbols, including the background whether open or enclosed, but said area shall not include any supporting framework and bracing incidental to the display itself.

<b>ZONE DISTRICT</b>	<b>FREESTANDING SIGN</b>	<b>MOUNTED SIGN/ATTACHED SIGN</b>
<b>MR Mountain Residential, R-5 Single Family Residential, R-2</b>	For permitted public or quasi-public uses where permitted freestanding signs shall not exceed twenty-five (25) square	Maximum of two (2) square feet

<p><b>Single Family Residential, R-1</b>  <b>Single Family Residential, R</b>  <b>Single Family Residential</b></p>	<p>feet in area and eight (8) feet in height.</p>	
<p><b>VN Village Neighborhood</b></p>	<p>For permitted public or quasi-public uses where permitted freestanding signs shall not exceed twenty-five (25) square feet in area and eight (8) feet in height.</p>	<p>Maximum of two (2) square feet</p>
<p><b>APT/TH Multiple-Family Residential</b></p>	<p>Where permitted, signs shall not exceed six (6) feet in height and shall not exceed an area of twenty-five (25) square feet.</p>	<p>Maximum of twenty (20) square feet</p>
<p><b>"NC" Neighborhood Commercial</b></p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p>Maximum of twenty (20) square feet and shall not exceed eight (8) feet in height.</p> <p><b><u>FOR SHOPPING VILLAGES:</u></b></p> <p>Maximum of thirty (30) square feet in area.</p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of twenty-five (25) square feet. The combined size of all attached signs on one (1) façade of a building shall not exceed fifty (50) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p> <p><b><u>FOR SHOPPING VILLAGES:</u></b></p> <p>Shall not exceed one-half (1/2) a square</p>

		foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of twenty-five (25) square feet in area.
<p>"REO-1" Research, Engineering and Office</p> <p>"REO-2 " Research, Engineering and Office</p> <p>"REO-3" Research, Engineering and Office</p>	<p><b><u>Principal Building:</u></b></p> <p>Freestanding signs shall not exceed forty (40) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>The freestanding sign may display the development's name and shall not exceed fifty (50) square feet.</p> <p>One (1) directory sign providing tenants and addresses is permitted in the internal circulation system. Maximum size is twenty (20) square feet.</p>	<p><b><u>Principal Building:</u></b></p> <p>Attached signs shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of fifty (50) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p><u>Attached signs are the same as for principal buildings generally.</u></p>
"LM" Limited Manufacturing	<p><b><u>Principal Building:</u></b></p> <p>Freestanding signs shall not exceed forty (40) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p>The freestanding sign may display the development's name and shall not exceed fifty (50) square feet.</p> <p>One (1) directory sign providing tenants and</p>	<p><b><u>Principal Building:</u></b></p> <p>Each principal use may have an attached signs that shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of fifty (50) square feet in area.</p> <p><b><u>Subdivided Development Parks:</u></b></p> <p><u>Attached signs are the same as for principal buildings generally.</u></p>

	addresses is permitted in the internal circulation system. Maximum size is twenty (20) square feet.	
<b>"SB" Small Business</b>	<p><b><u>PRINCIPAL BUILDINGS</u></b></p> <p>Freestanding signs shall be a maximum of twenty-five (25) square feet and shall not exceed eight (8) feet in height.</p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of thirty (30) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) liner foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p>
<b>CC-1 and CC-2 Community Commercial</b>	<p><b><u>PRINCIPAL BUILDINGS</u></b></p> <p>Freestanding signs shall be a maximum of twenty-five (25) square feet and shall not exceed eight (8) feet in height.</p>	<p><b><u>PRINCIPAL BUILDINGS NOT PART OF SHOPPING VILLAGE</u></b></p> <p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of twenty-five (25) square feet. The combined area of all attached signs on one (1) façade of a building shall not exceed fifty (50) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p>

		<p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) linear foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p>
<p><b>"HC" Highway Commercial</b></p>	<p>Freestanding signs shall not exceed the lesser of seventy-five (75) square feet in area of five (5%) percent of the front façade of the principal building. Required setbacks vary depending on the size of the sign.</p> <p><b><u>For Shopping Centers:</u></b></p> <p>The freestanding sign shall not exceed seventy-five (75) square feet in area and eight (8) feet in height. Required setbacks vary depending on size.</p>	<p><b>For first floor uses:</b> Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of fifty (50) square feet.</p> <p><b>For second floor uses.</b> Sign shall not exceed four (4) square feet in area.</p> <p><b>For corner lots:</b> An additional sign is permitted on a second façade facing an additional street. The additional sign shall not exceed one-half (1/2) a square foot of sign area per one (1) linear foot of building façade fronting the street, with a maximum of twenty (20) square feet in area.</p> <p><b><u>For Shopping Centers:</u></b></p> <p>Sign shall not exceed one-half (1/2) square foot of sign area per one (1) linear foot of building façade which fronts the street and occupied by the individual use, but maximum size of fifty (50) square feet.</p>

**17. Are temporary signs permitted?**

One (1) temporary freestanding or attached sign is permitted under the following conditions:

- One (1) sign not exceeding 20 square feet in area and 5 feet in mounting height in a nonresidential (commercial) zoning district.
- One (1) sign not exceeding 6 square feet in area and 3 feet in mounting height in a residential zoning district.

- The temporary sign shall be constructed of wood, metal or heavy plastic if it is to be erected for over three (3) days.
- The temporary sign must be firmly imbedded in the ground and securely anchored for aesthetic and safety purposes.
- Temporary signs shall be removed within thirty (30) days from the date of their installation, except that temporary commercial signs shall be removed within the earlier of thirty (30) days of the date of their installation or five (5) days after the close or end of the advertised "event." An "event" is defined as "any short term, temporary happening or special occurrence that is not party of the ordinary, daily or usual operation of a business or use, including, but not limited, to a political campaign or election, a real estate transaction, a grand opening, a raffle or fundraiser, a seasonal sale or harvest, or a special sales promotion or occurrence."
- Only one (1) application for a temporary sign permit may be submitted at any one time to the Township Zoning Officer by a property owner, or tenant. Another application for temporary sign may not be submitted by the same property owner or tenant while said property owner or tenant has an active temporary sign permit on file with the Township or they have a temporary sign permit erected.
- Special conditions apply to agricultural signs, temporary real estate signs and campaign signs.

**18. Where can I put my sign? Are there any restrictions on how tall it can be?**

Your sign must comply with the guidelines set forth for your particular zoning district. However, no portion of any sign shall be located on, within or suspended over a public right-of-way or any Township-owned property unless specifically approved by the Township Committee.

No freestanding sign shall be higher than eight (8) feet and no attached sign shall be higher than twenty (20) feet measured to the top of the sign from the grade beneath the sign.

**19. Can my sign be illuminated?**

Yes. The Township permits a sign to be lighted either from within the sign or by artificial lighting directed at the sign subject to the following conditions:

- All illuminated signs shall be arranged in a manner to prevent any light or glare from shining or reflecting upon any street, sidewalk or adjacent property and from creating any sky glow.
- For internally illuminated signs, at least seventy-five (75%) percent of the background around the letters and any logos on the sign shall be opaque.

- Exterior lighting shall be permitted by incandescent spotlights only where the sign has no visible clearance under the sign or where there is sufficient landscaping planted under the sign to block light under the sign.
- Exterior lights shall be mounted in or on the ground so that they are securely fixed both in their location and angle of illumination to focus the light onto the face of the sign and away from the street.
- No exterior light shall exceed one hundred (100) watts. The use of mercury vapor lighting is prohibited.
- Light emission from any sign lighting shall not exceed one (1) foot candle at a distance of two (2) feet from the sign surface.
- Unless otherwise permitted by the Planning or Zoning Board, illuminated signs or the exterior lights that illuminate a sign shall be turned off by the close of business of the user or by 11:00 p.m., whichever is later.

**20. Are there any kinds of signs that are prohibited?**

The following signs are prohibited in all zoning districts:

- Animated, moving, fluttering and illusionary signs or rotating signs.
- Signs having any lighting or control mechanisms that cause radio, television or phone interference.
- Signs with red, green, blue or amber illumination in a beam, beacon or flashing form resembling an emergency light, safety or warning device or traffic signal.
- Billboard signs. A "billboard" is essentially a sign or picture created for advertising purposes that is located on a building or site other than the building or site to which the advertising relates.
- Signs painted on a building wall, sidewalk or curb.
- Signs located on or above the roof of a building or extending above the top or beyond the ends of an awning, canopy, marquee, or mansard roof.
- Attached or suspended signs that are affixed to any tree, fence, or any electrical telephone or other public utility pole.
- Portable signs.
- Signs that advertise a product that is not the principal use of the subject property.

**21. I have received approval by the Planning Board or the Board of Adjustment. Do I need to apply for a sign permit?**

Yes. The Township Zoning Officer shall issue a sign permit for any sign that has been approved by the Planning Board or Zoning Board of Adjustment, as the case may be, as part of an approved development application.

**22. What are the penalties for failing to comply with the Township's sign ordinance?**

The Township Zoning Officer or Construction Official may order the removal of (1) any permanent sign in violation of the Ordinance within five (5) business days, or (2) any temporary sign in violation of the Ordinance within two (2) business days. If the sign is not removed within the corresponding period, the Zoning Officer or Construction official may remove or alter the sign and charge the cost of removal to the responsible party (owner, lessor, agent, or occupant). Additionally, any person who violates the sign ordinance and is convicted may be assessed a fine