



**Borough of Haddonfield**  
New Jersey

FOR OFFICE USE ONLY: (DO NOT WRITE IN THIS SPACE)

DATE APPLICATION FILED:

DATE DEEMED COMPLETE:

**BUSINESS SIGN APPLICATION**

**SECTION 1 - PROPERTY DATA:**

- (A) SUBJECT PROPERTY'S ADDRESS: \_\_\_\_\_
- (B) SUBJECT PROPERTY'S BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_
- (C) SUBJECT PROPERTY'S ZONE:  
( ) Downtown Zone D1-D4                      ( ) Residential-Office  
( ) Commercial                                      ( ) Residential  
( ) Office    ( ) Public
- (D) Located within Historic District:    ( ) Yes    ( ) No
- (E) OWNER OF SUBJECT-PROPERTY: \_\_\_\_\_
- (F) PROPERTY-OWNER'S ADDRESS: \_\_\_\_\_

**SECTION 2 - BUSINESS DATA:**

- (A) FULL NAME OF BUSINESS: \_\_\_\_\_
- (B) BUSINESS-OWNER'S NAME: \_\_\_\_\_
- (C) BUSINESS-OWNER'S ADDRESS: \_\_\_\_\_
- (D) BUSINESS-OWNER'S TELEPHONE NO.: \_\_\_\_\_
- (E) BUSINESS-OWNER'S EMAIL: \_\_\_\_\_
- (F) BUSINESS OWNER'S SIGNATURE: \_\_\_\_\_  
CONFIRMING ATTENDANCE AT HPC MEETING IS REQUIRED.  
FAILURE TO APPEAR 3 CONSECUTIVE TIMES WILL VOID APPLICATION

**SECTION 3 - OWNER'S AUTHORIZATION:**

I hereby certify that I am (the Agent of) the Owner of Record of the Subject-Property and that I am authorized to make this Application.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

**SECTION 4 - SIGN DATA:**

- (A) Building Width: \_\_\_\_\_ Feet                      Building Height: \_\_\_\_\_ Stories

(B) Number of Existing Signs: \_\_\_\_\_ Number of Proposed Signs: \_\_\_\_\_  
(C) Area of Existing Sign(s): \_\_\_\_\_ Area of Proposed Sign(s): \_\_\_\_\_  
(In Square Feet) (In Square Feet)

**SECTION 5 - WAIVER(S) REQUESTED:** (PLEASE CHECK ALL THAT APPLY)

(A) Waiver for Number of Signs: \_\_\_\_\_  
Permitted: \_\_\_\_\_ Proposed: \_\_\_\_\_  
(B) Waiver for Sign Painted Directly on Glass: \_\_\_\_\_  
(C) Waiver for Location of Sign: \_\_\_\_\_  
On Another Bldg.: \_\_\_\_\_  
On Another Tax Lot: \_\_\_\_\_  
On Another Storefront: \_\_\_\_\_

**SECTION 6 - DEVIATION(S) REQUESTED:** (PLEASE CHECK ALL THAT APPLY)

(A) Content Deviation: \_\_\_\_\_  
Applicant must attach a statement hereto detailing the nature of the proposed deviation.  
(B) Area Deviation: \_\_\_\_\_  
Permitted: \_\_\_\_\_ Proposed: \_\_\_\_\_  
(In Square Feet) (In Square Feet)  
(C) Location Deviation: \_\_\_\_\_  
Applicant must attach a statement hereto detailing the nature of the proposed deviation.  
(D) Other Deviation: \_\_\_\_\_  
Applicant must attach a statement hereto detailing the nature of the proposed deviation.

**NOTE:** A "COMPLETE" Business Sign Application **REQUIRES** the following:

1. Drawings, or plans, of the proposed signage drawn to scale:
  - (a) with appropriate dimensions depicted thereon;
  - (b) depicting all proposed logos;
  - (c) depicting all proposed lettering including the dimensions, style and font thereof;
  - (d) depicting the colors of the proposed signage (or color swatches of the proposed signage);
  - (e) depicting the method of illumination, if any;
2. Drawings, or photographs, depicting the proposed location of the proposed signage including its location on the tax lot as well as its location on the building or structure;
3. A statement describing:
  - (a) the material of which the proposed signage will be constructed or fabricated;
  - (b) the method by which the proposed signage will be attached to the building or structure
  - (c) the method by which the applicant has calculated the area of the proposed signage; and,
4. Signature of the owner of the tax lot for which the application is made.

**SUBMIT TEN (10) COLLATED COPIES OF THIS APPLICATION & SUPPORTING DOCUMENTS**

A Construction Permit is required for the installation of all business signs.

(This is not a Construction Permit)