

TOWNSHIP OF TOMS RIVER

TEMPORARY OUTDOOR DISPLAY OF GOODS FOR SALE, TENTS, TEMPORARY SIGNS AND OTHER SPECIAL EVENTS

The following guidelines are a synopsis of various codes including 348-2.3, 348-8.26, 348-8.37 and 348-5.20 and therefore may not be all encompassing. Applicants should rely on the specific applicable codes and are cautioned that additional specific state and local codes not listed herein may regulate construction of this nature. Copies of sign code §348-8.26 are posted on line at the www.tomsrivertownship.com and are available in the Town Hall Zoning Office free of charge.

SUBMISSION REQUIREMENTS

All applications for temporary outdoor display of goods for sale, tents, special events and special event signage must be filed in the Township of Toms River Zoning Office as follows:

1. A completed "Township of Toms River ZONING PERMIT APPLICATION".
2. The application must state the purpose (e.g. grand opening, annual sale, etc.) of the special event, outdoor display and/or tent. The application must also indicate the start date and duration.
3. A \$120.00 zoning permit fee.
4. The application must include a drawing depicting the size, dimensions, height, lettering, color and material of all special event signs. Applications for temporary outdoor display of goods should indicate the type, material and dimensions of the display area.
5. The application must include a survey or site plan based upon a survey marked to show the location and dimensions of all temporary outdoor display areas, tents and special event signs (banners, pennant banners, streamers, buntings, snipe signs, "A" frame signs, etc.). Drawings depicting tents must comply with Section 348-8.37 of the township code.
6. Proposals for building mounted signs must include a drawing or photograph depicting the façade of the building and the location of the sign (s).
7. Any application for a special event at a site where multiple tenants exist (e.g. shopping center) must include a letter from the landowner or property manager approving the event.

GUIDELINES

A. TENTS:

- 1) A zoning permit is required for all tents associated with special events. All tents erected between April 1 and November 30 must also be approved by the Toms River Township Bureau of Fire Prevention. During this time period, tents exceeding 16,800 square feet or 140 feet in any dimension also require UCC (building) permits according to building code N.J.A.C. 5:23-2.14. UCC construct permits are required for all tents erected between December 1 and March 31.
- 2) Tents must comply with Section 348-8.37 of the township code.
 - a) No tent(s) erected upon any site may exceed 2,000 square feet.
 - b) Tents shall have a maximum height of 20 feet.
 - c) No tent(s) shall have a dimension greater than 60 feet.
 - d) No tent(s) shall be located closer to any property line than the required principal building setback or within any vehicular circulation aisle.
 - e) No tent(s) may be utilized to advertise or identify the name of or the place of business.
 - f) No tent(s) may be erected upon any site closer than 25 feet to another tent, umbrella and/or any building on the site upon which the tent is erected.
- 3) Pursuant to 348-5.20 B. (3) [Ordinance #4569-17] tents used to temporarily display goods may be located on parking spaces provided they do not consume spaces that are needed to meet the parking requirements pursuant to code 348-8.20 O.

B. SIGNS:

- 1) No more than two (2) signs during the event per Ordinance # 4569-17.
- 2) All signs other than special event signs must conform to the Township of Toms River Land Use and Development Regulations. Copies of sign code §348-8.26 are posted on line at www.tomsrivertownship.com and available in the Town Hall Zoning Office free of charge.
- 3) Animated signs are prohibited.

C. OUTDOOR DISPLAY:

- 1) Permanent outdoor display of goods is not permitted except in accordance with site plan approval granted by the Planning Board.
- 2) No temporary outdoor display of goods shall be located within designated fire lanes, vehicular circulation aisles or parking spaces. The Zoning Officer may permit a temporary outdoor display to be located on parking spaces and related vehicular circulation aisles if it would not consume parking spaces that are needed to meet parking requirements of this chapter.
- 3) Temporary outdoor displays shall not be located closer to the street than the required front parking setback line or 25 feet from any street right-of-way whichever is greater and shall not be located within 15 feet from any side or rear property line.
- 4) Proposals for the temporary display of goods for sale that exceed or otherwise are inconsistent with the time limits set forth herein shall require Planning Board approval.

D. COOKING:

- 1) Special events that involve cooking of any kind outdoors, whether or not in conjunction with the use of a tent or vehicle, must be approved by the Bureau of Fire Prevention.

E. DURATION:

- 1) Special events such as tents shall last no longer than 30 days (14 day limit for outdoor display of goods).
- 2) No more than four special events permitted per calendar year (including a maximum of two (2) events for tents and outdoor display of goods).
- 3) The duration of all special events such as tents shall not exceed 60 days in total during the calendar year. (28 day limit for outdoor display of goods).
- 5) 30 day hiatus minimum between events.

F. APPEALS:

- 1) Proposals for the temporary display of goods for sale that exceed or otherwise are inconsistent with the time limits set forth herein shall require Planning Board approval. (§348-5.20 B.5; Ordinance 4569-17)
- 2) The applicant may appeal the denial of any requested permit to the Zoning Board of Adjustment in accordance with N.J.S.A. 40:55d-70(a) (§348-5.20 F; Ordinance 4569-17)

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