



Hasbrouck Heights New Business Guide



Starting a new business in town? Items to know...

Before signing the lease, complete and submit an Application for Zoning Compliance with a \$100 fee.

Making Changes to the Space: If there are any changes to be made to the space, you must submit signed and sealed architectural plans along with the Construction Permit Application File Folder. Additionally, include the necessary technical sections for the work being done, such as building, electrical, etc.

Signage: Wall signs are allowed only on the wall where the main entrance to the premises is located. The length of the sign must not exceed 80% of the wall's width or front, and its height cannot be more than three feet. Additionally, the cumulative area of the sign must not exceed 45 square feet. The sign should not extend more than 6 inches from the wall's surface.

Signs may be either indirectly lit or backlit; however, flashing or intermittent illumination is prohibited. Neon lighting is also not allowed. Additionally, banners and flags are prohibited, except for the 14-day grand opening exception.

For your specific signage, we recommend submitting a design along with a computer-generated image of it displayed on the front of the building. The Zoning Officer will assess the design and determine if any changes are necessary.

Opening a Food Establishment:

- No liquor may be carried into an establishment.
- A separate inspection must be scheduled with the Borough's Fire Inspector at 201-288-0082 before initiating the process with the Health Department.
- As in the rest of the state, all kitchen plans must be approved by the Health Inspector. The establishment must also be in contact with the Health Department, who can be reached at 201-288-1636. There are certifications for workers, among other requirements, that are not covered in this document.
- The Health Department licenses retail food, personal grooming and mobile trucks to insure compliance with NJ state food and cosmetology regulations. An annual license and two full inspections are mandated by the Hasbrouck Heights Board of Health.
- Sidewalk cafes are allowed only on the Boulevard, must be situated on the sidewalk, and require approval from the construction officer. Additionally, they must be licensed by the Borough Clerk and the Board of Health.
- A complete listing of Borough health regulations and fees can be found online:



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