



## GLOUCESTER TOWNSHIP

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### TOWNSHIP OF GLOUCESTER HIGHWAY USE APPLICATION

#### 1. **PARADE/ROADWAY CHARITABLE SOLICITATION:**

Hoagie Sales, Coin Drops, Candy Sales, etc.

Prior to completing this application, please review the Parade or Roadway Charitable Solicitation Conditions as listed in this packet. Once you have reviewed the conditions, please complete the section entitled Parade/Roadway Charitable Solicitation of the two-page application. Once completed, please return the signed application to the Gloucester Township Police Headquarters Watch Desk.

#### 2. **DUMPSTER/CONTAINER APPLICATION:**

Dumpster/Container Application Along Roadway

\*Please contact the Zoning Official for the placement of a dumpster or container on a residential driveway/property

Prior to completing this application, please review the Dumpster/Container conditions as listed in this packet. Once you have reviewed the conditions, please complete the section entitled Dumpster/Container Application of the two-page application. Once completed, please return the signed application to the Gloucester Township Police Headquarters Watch Desk. Applicants will only be notified if their application for a dumpster permit has been denied.

Please review and fill out the appropriate section of this application packet ensuring the last page is signed and dated. Once complete, please return to the Police Department Watch Desk. Enter through the front entrance of the Municipal Building and proceed down the steps to the lower level.

Revised: 5/2025



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## PARADE/ROADWAY CHARITABLE SOLICITATION GUIDELINES

Organizations wishing to conduct a **PARADE** on any street or roadway within the Township of Gloucester must file a “Highway Use Application” with the Gloucester Township Police Department at least 45 days prior to the date of the requested event. Application packets may be obtained from the Watch Desk at Township Police Headquarters or the Office of the Township Clerk. The Gloucester Township Police Department will review the proposed location of the event to determine if the event location will pose a risk to motorists, pedestrians, or pose other safety concerns.

Applications will be reviewed and will either be Approved, Denied, or Conditionally Approved. Applications that are Conditionally Approved are approved by the Gloucester Township Police Department pending the approval of the County of Camden and/or the New Jersey State Department of Transportation if the event is to take place or intersect with a county or state highway. If the event is taking place on a state highway, a New Jersey Department of Transportation permit must be obtained. All fees for the New Jersey State Department of Transportation applications are to be paid by the organization filing the application. Currently, the New Jersey State Department of Transportation fees include a \$165.00 application fee and \$35 permit fee for a parade. The Gloucester Township Police Department will assist with applications to the County of Camden and the New Jersey State Department of Transportation, however, only applications that are conditionally approved by the Gloucester Township Police Department may be forwarded to the County of Camden and the New Jersey State Department of Transportation for additional approval.

Charitable organizations wishing to conduct **FUNDRAISING SOLICITATION EVENTS** along or on any street or roadway within the Township of Gloucester must file a “Highway Use Application” with the Gloucester Township Police Department at least 45 days prior to the date of the requested event. Application packets can be obtained from the Watch Desk at Township Police Headquarters or the Office of the Township Clerk. The Gloucester Township Police Department will review the proposed location of the event to determine if the event location will pose a risk to motorists, pedestrians, or pose other safety concerns.

Applications will be reviewed and will either be Approved, Denied, or Conditionally Approved. Applications that are Conditionally Approved are approved by the Gloucester Township Police Department pending the approval of the County of Camden and/or the New Jersey State Department of Transportation if the event is to take place or intersect with a county or state highway. If the event is taking place on a State Highway, a New Jersey Department of Transportation permit must be obtained. All fees for the New Jersey State Department of Transportation applications are to be paid by the organization filing the application. Currently, the New Jersey State Department of Transportation fees include a \$25.00 application fee and \$10.00 permit fee per each solicitation day. The Gloucester Township Police Department will assist with applications to the County of Camden and the New Jersey State Department of Transportation, however, only applications that are conditionally approved by the Gloucester Township Police Department may be forwarded to the County of Camden and the New Jersey State Department of Transportation for additional approval.

Any approved application must adhere to the following criteria:

1. Only charitable organizations as defined by NJ 16:40-1.1 are permitted to solicit contributions.
2. Permits shall be granted to charitable organizations soliciting for charitable purposes.
3. Each person soliciting on behalf of the charitable organization *shall* be at least 18 years old.
4. Solicitation shall not stop traffic or impede the flow of traffic. Traffic shall already be stopped before solicitation may occur and shall cease while traffic is moving. Use of flag person(s) is prohibited.
5. The charitable organization is responsible for cleaning up any debris.
6. State, County, or Local Police may suspend solicitation operations anytime if any condition of the permit is violated, or if in the police officer’s discretion traffic is being impeded, delayed, or the

public's safety is at risk.

7. Solicitors shall not drink alcoholic beverages, use drugs, or be under the influence of drugs or alcohol when soliciting or harass the public.

8. All solicitors shall wear NJ Department of Transportation approved safety vests.

9. If an application is approved, a copy of the approved application will serve as the permit and must be presented by the person in charge of the event upon the request of a Police Officer.

10. Parking of vehicles shall comply with applicable traffic regulations.

11. The solicitor shall not install any traffic control devices.

12. Signs advertising the solicitation are permitted but must be no larger than 16 square feet and be of a breakaway type to the extent possible.

13. There shall be at least two warning signs on all roadways affected by the solicitation as follows:

- A sign stating: "CHARITABLE SOLICITATION 500 FEET AHEAD"
- A second sign identifying the name of the charitable organization shall be visible to affected traffic.
- All signs shall not be permitted in the traveled way or in medians less than 8 feet in width.
- All signs, warnings, notices, or advertising for a solicitation shall be removed immediately following the solicitation event.
- All signs shall conform to the current Manual on Uniform Traffic Control Devices.

#### **DEFINITION - CHARITABLE ORGANIZATION/CHARITABLE PURPOSE:**

Charitable organization means: (1) any person determined by the Federal Internal Revenue Service to be a tax exempt organization pursuant to section 501 (c)(3) of the Internal Revenue Code of 1986, 26 U.S.C. Section 501 (c)(3) or (2) any person who is, or holds himself out to be established for any benevolent, philanthropic, humane, social welfare, public health or other eleemosynary purpose of the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety or any person who in any manner employs a charitable appeal as the basis of any solicitation or an appeal which has a tendency to suggest there is a charitable purpose to any solicitation.

Charitable purpose means (1) any purpose described in section 501 (c)(3) of the Internal Revenue Code of 1986, 26 U.S.C. Section 501 (c)(3) or (2) any benevolent, philanthropic, humane, social welfare, public health, or other eleemosynary objective or an objective that benefits law enforcement personnel, firefighters or other persons who protect the public safety.

#### **VIOLATIONS:**

Any person standing in the roadway of a highway to stop, impede, hinder or delay the progress of a vehicle for the purpose of soliciting the purchase of goods, merchandise or tickets, or for the purpose of soliciting contributions for any cause may be charged with New Jersey Statute 39:4-60 and may be required to pay a penalty upon conviction not to exceed \$100.00.



## DUMPSTER CONDITIONS

It is agreed that any dumpster or other containers such as storage boxes, moving boxes, or other similar containers placed on or along the roadway shall be equipped with markers consisting of all yellow reflective diamond-shaped panels having a minimum size of 18 inches by 18 inches. These panels shall be mounted at the edge of the dumpster or container at both ends nearest the path of passing vehicles and facing in the direction of oncoming traffic. These markers shall have a minimum height of 3 feet from the bottom of the panels to the surface of the roadway.

Approved permits to place a dumpster or other container in the roadway are valid for a period of **7 DAYS**. If required for longer than 7 days, an extension may be requested and granted at the discretion of the Gloucester Township Police Traffic Safety Unit.

Applicants will only be notified if their application for a dumpster permit has been denied.

For dumpsters/containers being placed on a residential driveway or property, please contact the Zoning Officer at 856-374-3500.



## GLOUCESTER TOWNSHIP POLICE HIGHWAY USE APPLICATION

### APPLICATION DIRECTIONS

This application is completed for permission to conduct a parade or charitable solicitation on any roadway within the Township of Gloucester or for the placement of a dumpster on a township roadway. One application must be filed for each requested use. Check the appropriate box in the application to indicate which type of highway use you or your organization are applying for and then review the specific guidelines attached for each type of requested use. Once completed, only the two-page application should be returned to the Watch Desk at the Gloucester Township Police Department Headquarters. **Please ensure you sign the application on page two.** Please keep the attached guidelines for your reference.

#### ☐ PARADE/ROADWAY CHARITABLE SOLICITATION

Organization Name (if any): \_\_\_\_\_

Organization Address: \_\_\_\_\_ Town: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Primary Contact Phone: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Primary Contact Email: \_\_\_\_\_

Specific Proposed Location of Parade Route/Roadway Solicitation: \_\_\_\_\_

\_\_\_\_\_ Number of Participants: \_\_\_\_\_

Proposed Date: \_\_\_\_\_ Proposed Times: \_\_\_\_\_ - \_\_\_\_\_

☐ Parade or Type of Solicitation: ☐ Coin Drop ☐ Hoagie Sale ☐ Other: \_\_\_\_\_



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## GLOUCESTER TOWNSHIP POLICE HIGHWAY USE APPLICATION

☐ **DUMPSTER/CONTAINER APPLICATION**

Name of Applicant: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Town: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Primary Contact Phone: \_\_\_\_\_

Emergency Phone Contact (Contractor): \_\_\_\_\_

Primary Contact Email: \_\_\_\_\_

Home/Property Owner Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Specific Proposed Location of Dumpster: \_\_\_\_\_

Approximate Duration of Dumpster in Roadway: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ TO \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Not to Exceed 7 Days

**SIGN HERE**



Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Received: \_\_\_\_\_



**POLICE DEPARTMENT USE ONLY**



### COMMENTS

\_\_\_\_\_

### APPLICATION STATUS

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

☐ Approved ☐ Denied ☐ Conditionally Approved ☐ Other: \_\_\_\_\_

### NOTIFICATIONS

GTPD Notifications: ☐ None Necessary ☐ GT School Transportation ☐ County Fire/Ambulance Fax 783-6005  
☐ CC Police 309-8977 ☐ NJSP 609-561-1228 ☐ GC Central ☐ GTPW ☐ Press Release ☐ PSA CH.19  
☐ Municipal Bldg ☐ Camden College Security ☐ NJDOT 486-6771 ☐ NJ Transit 968-3850  
☐ GT MUA 227-5668 ☐ Internal GTPD: ☐ Ptl. Div. Cmdr. ☐ Dispatch Supervisor ☐ TSU Officers  
☐ Watch Commander: ☐ On Duty: ☐ All ☐ Specific:

### ON DUTY WATCH COMMANDER COMMENTS

\_\_\_\_\_

Watch Commander: \_\_\_\_\_

Badge# \_\_\_\_\_