



TOWNSHIP OF NUTLEY



APPLICATION FOR ZONING CERTIFICATE FOR THE RENTAL OF A COMMERCIAL SPACE OR BUILDING

Property Address _____ Suite/Floor _____

Block _____ Lot _____ Zoning District _____

Name and Address of Owner _____

Phone _____

Name and Address of New Tenant _____

Phone _____

Email Address _____

Business Name _____

Description of New Use or Business _____

Approximate Square Footage _____

Description of Former Use or Business _____

Will there be any proposed construction work? If so, please describe in detail _____

Is there a fire alarm present? If so, please provide updated certification _____

I (We) hereby certify that I (we have read this application thoroughly and that the information contained herein is true and accurate. I (We) understand that I (we) may not use or occupy the property until inspections are made and a Zoning Certificate is issued for such use or occupancy.

Date _____ Signature _____

<u>For office use only:</u>	
Fee Remitted: \$ _____	Certificate #: _____
Check #/cash.: _____	Maximum Seats: _____
Collected by: _____	Use Group: _____
Date Received: _____	Date Approved: _____

**CHECKLIST FOR ZONING PERMIT
FOR INTERNAL USE ONLY**

Address: _____

Owner: _____

OPEN PERMITS

Date of Finals		Initial ONLY if final
_____	Building Subcode Official	_____
_____	Electric Subcode Official	_____
_____	Plumbing Subcode Official	_____
_____	Fire Subcode Official	_____
_____	Elevator Subcode Official	_____

PRIOR HISTORY

Date Researched		Comments
_____	UCC Permits	_____
_____	Zoning Permits	_____
_____	Planning & Zoning Cards	_____
_____	Resolutions	_____
_____	UCC Violations	_____
_____	Zoning Violations	_____
_____	Property Maintenance	_____
_____	Lawn Liens	_____

EMPLOYEE SIGNATURE: _____