

**REQUIREMENTS FOR NEW BUSINESSES**  
(Checklist)

**Zoning Department** – Certificate of Ownership & Signage

**Town Clerk** – Obtain License Information

**Building Department** – Sewer and Water Tie-in Form; 2 Complete Sets of Building Plans with 911 Information and Stamped by the Fire Department

**Water Department** – Assessment on Tie-in Form

**Fire Department** – Smoke Detector and Lights

**Health Department** – Approval (Food Service Only)

**Police Department** – Background Check

**Recycling Coordinator** – Dumpster Requirements