

**REQUIREMENTS FOR NEW BUSINESSES**  
(Checklist)

**TOWN CLERK** – Obtain License Information

**ZONING DEPARTMENT** – Proper Zoning District; Signage

**TOWN ASSESSOR** – Proof of Ownership

**BUILDING DEPARTMENT** – Sewer and Water Tie-in Form; 2  
Complete Sets of Building Plans With 911 Information and  
Stamped by 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