



Township of South Orange Village
76 South Orange Avenue, Third Floor, South Orange, N.J. 07079

Village Hall (973) 378-7715
Fax (973) 378-5830

Engineering & Zoning Office
(973) 378-7715 ext. 3990

USE PERMIT APPLICATION - \$50 FEE

NOTE: UPON APPROVAL, APPLICANT MUST APPLY FOR OCCUPANCY AND BUILDING PERMITS FROM THE BUILDING DEPT.

RECEIVED BY: _____

DATE: _____

ANSWER ALL QUESTIONS ON THIS APPLICATION FORM & RETURN TO THE ZONING OFFICE

1. Name, Current Address & Phone Number of Applicant (Tenant):

2. Business Address, Tax Block & Lot Number & Zoning District of building intended to be occupied:

BLOCK _____ LOT _____ ZONE _____

3. Mailing Address (if different from Business Address):

4. Name, Address & Telephone Number of the Building Owner/Landlord:

5. Approximate size of entire building: _____ Square Feet

6. Size of space within building to be occupied: _____ Square Feet

7. **Attach either: COPY OF LEASE () or LETTER OF INTENT TO PURCHASE ()**

(DO NOT SIGN LEASE OR LETTER OF INTENT UNTIL 'USE PERMIT' IS APPROVED)

(OVER)

8. Date Applicant intends to occupy premises: _____

9. Nature of present use of premises or if vacant, use immediately prior to intended use by applicant:

10. Intended use of Premises (TYPE OF BUSINESS) be specific: _____

10A. Will cooking be done on premises: YES _____ NO _____

11. Name of Business: _____

12. Number of Rooms & Offices contained in premises: _____

13. Nature of Proposed alterations intended, if any, be specific: _____

14. Number of Employees that will occupy the premises: _____

15. Number of Parking spaces required for employees: _____

16. Number of Parking spaces required for visitors: _____

17. Total number of parking spaces provided for in lease: _____

18. Number of parking spaces to be designated on site: _____

19. Total number of parking spaces on site: _____

20. Will any signs be required by applicant: YES _____ NO _____

21. If YES, when will sign permit application be submitted: _____

(PLEASE PRINT) APPLICANT

SIGNATURE OF APPLICANT

SIGNATURE OF OWNER / LANDLORD CONSENTING TO APPLICATION

<input type="checkbox"/> Use Permitted / Application Granted	Date: _____
<input type="checkbox"/> Use Permitted / Application Granted with the following CONDITION(S) :	

_____	Date: _____
<input type="checkbox"/> USE NOT PERMITTED / Application DENIED for the following reason(s)	

_____	Date: _____
_____ Christopher Kok, Village Zoning Officer	