

**MULTI-TENANT APPLICATION  
TOWN OF SWANZEY (REV. 3/23/12 )**

**“Businesses renting space in a multi-use building that has previously received Site Plan approval may be allowed without formal Site Plan Review after Public Hearing before the Planning Board.”**

**Date Received Stamp**

**Name, mailing address & telephone # of Applicant**

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**Name, mailing address & telephone # of owner of record, if other than Applicant**

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**Tax Map and Lot # and Street Address**

**Zoning District**

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**Type of Business (describe briefly)**

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**Location of Business on Property (site plan of property location shall be included)**

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**Proposed Hours and Days of Operation**

**# of Full-time Employees \_\_\_\_\_**

**# of Part-time Employees \_\_\_\_\_**

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**Estimated Customers Per Day \_\_\_\_\_**

**Parking Spaces Planned \_\_\_\_\_**

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**Deliveries and/or Pickups (how many per day or week? And by what means?  
UPS, Pick-up, truck, large van, etc.)**

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**Outside Lighting (describe briefly)**

**Special Licenses/  
Permits Required**

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**Signs Required (describe briefly and attach copy of completed sign application)**

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**Application Fee: \$25.00**

**Legal Notice (Keene Sentinel) and Certified Mail Notice to abutters will be billed at current rates. Applicant will be billed prior to hearing. THE APPLICATION WILL NOT BE CONSIDERED BY THE PLANNING BOARD UNTIL SUCH TIME AS ALL FEES ARE PAID.**

**Special Instructions: Abutters: Attach a separate sheet listing Town of Swanze Tax Map and Lot Number, name and address of all abutters, including those across a street, brook or stream. Names should be those of current owners as recorded in the Tax Records.**

**Date: \_\_\_\_\_**

\_\_\_\_\_  
**Signature of Applicant**

**Date: \_\_\_\_\_**

\_\_\_\_\_  
**Signature of Owner**

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**FOR PLANNING BOARD USE ONLY.  
Comments:**

**The above application was  approved  denied by the Swanze Planning Board.**

**Date: \_\_\_\_\_**

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**