



The Phoenix House circa 1820

The Borough of Mendham

2 West Main Street, Mendham, New Jersey 07945

Incorporated May 15, 1906

Telephone: 973-543-7152
Fax: 973-543-7202

Submit Three (3) Collated Applications, Including:

- Application Form
- Floor Plan
- Property Survey with Parking
- Sign Permit (if needed)

Office of the Planning Board

APPLICATION FORM FOR USE OR OCCUPANCY CHANGE

(\$125 fee must accompany application)

Date: _____ Block: _____ Lot: _____ Zone: _____

Business Name: _____

Business Location: _____

Applicant: _____ Phone: _____

Email: _____

Address: _____

Last Use: _____

Proposed Use: _____

Hours: _____ Days Open: _____

Employees: _____ Square Feet: _____

Existing Parking Spaces: _____ Proposed: _____

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Applicant (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### APPROVALS (Office Use Only)

Zoning Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

One copy to: Planning Board

Please direct questions to *Lisa Smith* at [planning@mendhamnj.org](mailto:planning@mendhamnj.org)