



31 West Main Street
Middleton, MD 21769

Middletown Planning Department

Phone 301-371-6171 (fax: 6474)

Key Questions for New Business Applicants

Name of Business _____

Contact Person _____

Phone: _____ Fax #: _____

Email: _____

1. Is the proposed location within an established commercial building? ___yes ___no
2. Is any of the existing building currently in use? ___yes ___no
3. Will your business be the sole occupant of the building? ___yes ___no
4. If not, how many square feet of the building is planned to be occupied? _____
5. What is the address, including any unit or suite number? _____
6. Is a new building proposed? ___yes ___no
7. Could you please give a brief description of your business operation (i.e., retail sales of sporting goods equipment)?

8. Is the proposed use allowable by Zoning? ___yes ___no
9. Approximately how many employees are anticipated? _____
10. Will there be food service involved? ___yes ___no
11. Do you plan on making changes to the space you will occupy? ___yes ___no
12. If so, would the changes be characterized as minor, moderate or extensive? _____
13. Do you plan on making any changes to the exterior, including parking? ___yes ___no

Submitted by: _____ Date: _____