

Checklist

Requirements	Yes	No	N/A	Person Responsible
Member of UEZ				Applicant/UEZ
Taxes are current and good standing				Applicant/UEZ
Completed Business Plan Submitted				Applicant/UEZ
All Building Permits are filed				Applicant/Inspections
Background Check				Police Department/UEZ
Application Filed & Paid				Applicant/UEZ
Inspections are Complete				Inspections/UEZ
Certificate of Occupancy Issued				Inspections/UEZ
Insurance				Applicant/UEZ
Site Verification Complete				UEZ
Presentation to Council				Applicant/Council
Presentation to Board of Adjustments				Applicant/Board of Adjustments