

# Town of Sterling

## ECONOMIC DEVELOPMENT COMMISSION

### PRE-APPLICATION FORM

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

Applicant's official name: \_\_\_\_\_

Name property to close under\* \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Principal's name(s) and address(es) \_\_\_\_\_  
(use additional sheet if necessary):

Existing company address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Preferred Lot(s): # \_\_\_\_\_ size \_\_\_\_\_

# \_\_\_\_\_ size \_\_\_\_\_

Alternate Lot(s): # \_\_\_\_\_ size \_\_\_\_\_

# \_\_\_\_\_ size \_\_\_\_\_

Lot size you require: \_\_\_\_\_

Description of Operation (include brochures, advertising,  
and last annual report, etc., if available):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Sic Code # \_\_\_\_\_

\*For tax or other reasons, a business may use the name  
of a Holding, Realty, etc. Company.

Approximate building size: \_\_\_\_\_

Number of employees within six (6) months of completion of construction (please describe job classifications, skills, etc.):

\_\_\_\_\_  
\_\_\_\_\_

Approximate distribution of use (office, 2,000 sq. ft., warehouse, 8,000 sq. ft., future expansion, 2,000 sq. ft., etc.):

\_\_\_\_\_  
\_\_\_\_\_

Possible future expansion requirements: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Will any part of the building be rented out? \_\_\_\_\_

Approximately how much? \_\_\_\_\_

To Whom? \_\_\_\_\_

Describe type of equipment, machinery, and approximate value (use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
Accessory uses (garage, storage, etc.): \_\_\_\_\_

Estimated number of parking spaces required: \_\_\_\_\_

List any chemicals and their respective uses employed in your business, the quantity and frequency of use, and the amount of each chemical stored on site and the length of time stored (use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimated time frame (construction, completion, occupancy):

\_\_\_\_\_

I have reviewed the Town's Industrial Park Project plan, disposition agent and covenants and am familiar with their contents, particularly dealing with the timing of construction and submission of required documents. The submission of this information is preliminary in nature and additional information may be required by the Commission.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Date

The Town does not intend to pay any broker fees unless specifically approved prior to receipt of this Application.

This Application should be returned to :

Plainfield Economic Development  
8 Community Avenue  
Plainfield, CT 06374

*Sterling, Connecticut*  
The  *of Southern New England*

Sharon L. Chviek

*Economic Development Coordinator*

Sterling Municipal Building  
1183 Plainfield Pike  
P.O. Box 157  
Oneco, CT 06373

(860) 564-4752

Fax (860) 564-1660

sharonledc@yahoo.com

[www.sterlingct.us](http://www.sterlingct.us)