

# TOWNSHIP OF CRANFORD, NJ

## A STEP-BY-STEP GUIDE TO OPENING A BUSINESS IN DOWNTOWN CRANFORD

### STEP 1

Contact the Business & Economic Development Office to start the process and get a Cranford Business Information Packet. The Packet contains information about Cranford, the permitting and approval process, applications, sign guidelines, tips and advice about opening and marketing a business. The Office will arrange a meeting with the Business Development Team to review all requirements.

If you have questions, contact us at 908.709.7208 or [dmc@cranfordnj.org](mailto:dmc@cranfordnj.org)

### STEP 2

All new businesses must obtain a Zoning Permit. The application is available at Cranford Municipal Building or online at [www.cranford.com/township](http://www.cranford.com/township). Go to "Forms". Application also included in the New Business Information Packet. The Zoning Office has 10 business days to review your completed application.

If you have questions, contact the Zoning Office at 908.709.7216 or [zoning@cranfordnj.org](mailto:zoning@cranfordnj.org)

If you plan renovations or construction, please see information in Step 3.

### STEP 3

Building permits are required for most interior and exterior construction or renovations involving plumbing, electrical, construction and fire suppression systems. The Building Permit Packet is available at the Municipal Building. The Building Dept. has 20 business days to review your completed application and plans. If you have questions, contact the Building Dept. at 908.709.7213 or [building@cranfordnj.org](mailto:building@cranfordnj.org)

If you are a food establishment, please see information in Step 4.

### STEP 4

Restaurants, food establishments and any business selling food products must be inspected by the Health Department. The Health Dept. has 30 business days to review your plans from date received. If you are buying an existing restaurant or food establishment, contact the Health Department about inspection and license transfer.

The Department will provide information about the requirements.

If you have questions contact the Health Dept. at 908.709.7238 or [health@cranfordnj.org](mailto:health@cranfordnj.org)