

## Contact Information

### **Mendocino County Environmental Health**

Retail food facilities (restaurants, grocery stores, bars, delis, bakeries, schools, etc.), commercial swimming pools & spas, hazardous materials, underground storage tanks, solid waste facilities

(707) 463-4466

[www.co.mendocino.ca.us/eh](http://www.co.mendocino.ca.us/eh)

Email: [enviroh@co.mendocino.ca.us](mailto:enviroh@co.mendocino.ca.us)

### **Mendocino County Building Dept.**

Building permits, Americans with Disabilities Act (ADA) site requirements

(707) 964-5379

### **Chamber of Commerce**

Business listing on website, links to community websites, business contacts, member and visitor referrals, and newsletters

(707) 961-6300

[www.mendocinocoast.com](http://www.mendocinocoast.com)

### **West Company**

Workshops, one-on-one consulting, print samples, business financial analysis, micro-enterprise assistance, and business loans

(707) 964-7571

[www.westcompany.org](http://www.westcompany.org)

### **Economic Development & Financing Corporation**

Financial and technical assistance, community marketing, economic & development information, and site selection assistance

(707) 467-5953

[www.edfc.org](http://www.edfc.org)

## City of Fort Bragg

### **Community Development Dept.**

Zoning information, sign permits, planning & building permits

(707) 961-2823, ext. 110

Email: [CDD@fortbragg.com](mailto:CDD@fortbragg.com)

### **Finance Dept.**

Business licenses, setting up water/sewer service

(707) 961-2823, ext. 105

Email: [joates@fortbragg.com](mailto:joates@fortbragg.com)

### **Fire Dept.**

Fire inspection services

(707) 961-2830

Email: [prevention@fortbraggfire.com](mailto:prevention@fortbraggfire.com)

### **Public Works/Engineering:**

Water/sewer connections, grease trap permits, capital fees

(707) 961-2823, ext. 116

Email: [tvarga@fortbragg.com](mailto:tvarga@fortbragg.com)



### **City of Fort Bragg**

416 North Franklin Street

Fort Bragg, CA 95437

(707) 961-2823

Fax (707) 961-2802

[www.fortbragg.com](http://www.fortbragg.com)

## City of Fort Bragg Starting Your Business Guide



Starting a new business in town?  
Find out where to go to get the  
information you need!



Funded in part by Community Development Block  
Grant #06-EDBG-2608

# What Do I Need to Know?

## First things, first

Before signing a lease or purchasing a property for your business, contact the



Community Development Department to verify the property is zoned for your type of business and whether you

need any planning permits.

## How much is it going to cost?

Changes in land use can trigger City fees. For instance, if you open a restaurant where there used to be a clothing store, capital fees may be required because of the intensification in land use. Ask a City Engineer about capital fees. Sometimes a Use Permit is required. Talk to a City Planner to find out if any planning permits are required.

## Will I need a Business License?

All companies or individuals that conduct business in the City limits must first obtain a City business license. See the City's Finance Department for further information.

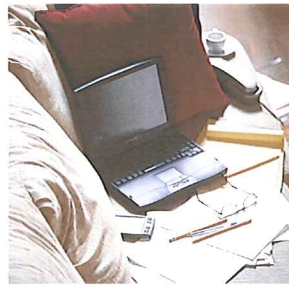
## How much signage can I have?

Consult a City Planner or Sections 17.38 or 18.38 of the Fort Bragg Municipal Code (FBMC) for information about signs and

## What kind of permits do I need to remodel or spruce up my new location?

Planning to remodel or add-on to your building? Talk to a City Planner about whether you'll need a planning permit (Use Permit, Design Review, Coastal Development Permit, etc.). Call a County Building Inspector for answers about the building code. Also, be sure to check in with the Fire Inspector to ask about fire safety measures that may be required.

## Can I start a business in my home?

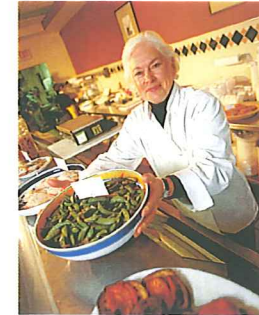


Many home occupations are permitted in residential zones. Consult a City Planner or Sections 17.42.080 or 18.42.080 of the

Fort Bragg Municipal Code (FBMC) for information about home occupations.

## What do I need to know if my business uses hazardous materials?

Facilities handling hazardous materials (includes oil, gasoline, diesel, etc.) or generating hazardous waste need to contact Mendocino County Division of Environmental Health and the Fire Department.



## Whom do I need to talk to about opening a restaurant?

Entrepreneurs opening a restaurant or other retail food facility should consult with the Mendocino

County Division of Environmental Health, City Engineering, City Planning, and the Fire Department to ask about permits, inspections, and fees.

## There's a lot to learn! Where can I find advice for starting my new business?

West Company is a nonprofit economic development organization serving entrepreneurs and micro business owners in Mendocino County. They offer "Building a Better Business" workshops, one-on-one consulting, personal and business financial solutions, marketing ideas, and a resource library.

Another valuable resource is the Economic Development & Financing Corporation (EDFC). Initially formed by a partnership of the County and incorporated cities in the County, EDFC offers financial and technical assistance to local businesses.