

# Starting a Business in Burgaw

If you are considering starting a business in Burgaw, take a few minutes to contact the Planning Department for information regarding zoning regulations, business privilege licenses, and sign permits.

All businesses that operate within the corporate limits of the Town of Burgaw are required to obtain a business privilege license, including landscaping businesses, construction companies, house cleaning services, etc. Certified professionals (i.e. accountants, doctors, attorneys, etc.) are exempt from this requirement according to state law.

If your base of operations will be located within Burgaw or its planning jurisdiction, you will also need a zoning permit for the site where your business will be based. The zoning permit ensures that the zoning district is appropriate for the use and that site issues such as parking, driveways, etc. will not have to be upgraded based on a change in use. If the business has changed, but the use hasn't, a zoning permit is transferred to you at no charge. However, you will have documentation of zoning compliance and will receive information on any conditions of the permit.

If you would like to operate your business out of your home, please contact the planning department for a \$10 home occupation permit that outlines the restrictions on home occupations. These restrictions safeguard the residential character of the town's neighborhoods, while providing for residents' ability to operate legal home-based businesses.

## Zoning Regulations

The Town of Burgaw has several zoning districts that allow a variety of commercial and office uses, but there are some restrictions. Contacting the planning department will help you target areas of town when looking for an office or storefront and will protect you from entering into a lease on a property that is inappropriate in terms of zoning. Zoning regulations include issues such as the type of use, number of parking spaces, and signs allowed.

## Building and Fire Inspections

It is also helpful to speak with the building inspector prior to leasing a building. He can provide information on any structural changes that will need to occur before you can occupy a building. He can also let you know if any impact fees will need to be assessed.

## Business Privilege License

When you apply for your zoning permit, the planning department will also have you apply for a business privilege license, if applicable.