

HOW DO I START A BUSINESS IN NORTH STONINGTON?

THE FIRST STEP IS TO CONTACT THE LAND USE OFFICE:

Juliet Hodge, Planning, Development and Zoning Official
Town Hall
40 Main Street, North Stonington
Monday – Friday, 8am-4pm.
860-535-2877 x27 Fax: 860-535-4554
jhodge@northstoningtonct.gov



The Town Planner serves as the Town's Economic Development Coordinator and Zoning Official and will help determine whether your proposed business is a permitted Use in the Zone that the business will be located, and will guide you through the appropriate application process. The Zoning Regulations (available on line) will indicate whether a Site Plan or a Special Permit is required for your particular business in a given Zone. Permit type may vary per Zone. For example, a Motor vehicle Dealership requires Site Plan approval in the Highway Commercial Zone, but requires a Special Permit to locate in the Economic Development Zone. Keep in mind that though some uses may be permitted in a particular Zone, if a particular parcel within that Zone happens to be in the Water Supply Protection Area, that use may be conditional or prohibited all together. (See Section 703 Water Supply Protection Regulations)

If your business is going to be conducted at home, you must apply for a **Home Occupation** which requires a Zoning Permit and is approved administratively by the ZEO. (See Section 1002.2)

If you are moving into an existing commercial, industrial, or office space, a **Change of Use** Application is required as well as a sign permit for any new signs. If you are moving into an existing space and the type of business will remain the same, then a Change of User Application must be filled out and approved by the ZEO. (See Section 1203)

Site Plan standards are outlined in Section 1100 of the Zoning regulations and include basic design criteria and applicable landscaping (Section 1103), lighting (Section 1110), parking requirements (Section 1104), and access management (Section 1105).

All signage related to the Business must comply with the **Signage** Regulations set forth in Section 312 of the Zoning regulations

BUSINESS TRADE NAME INFORMATION

Any person(s) conducting business under a name other than their own in the Town of North Stonington **shall** file a Trade Name Certificate with the Town Clerk. Each certificate will state the name of the business, full name of each person(s) conducting such business or authorized officer thereof, post-office address and acknowledged under oath prior to submitting to the Town Clerk. Your original trade certificate may be mailed along with a fee of \$5.00. You may request a certified copy for an additional \$3.00. Our mailing address is 40 Main St., North Stonington, CT 06359.

Filing of Trade Name Certificates **does not** protect the business name. To protect the business name you must register with the Secretary of the State. For additional information regarding starting up a new business, corporation or LLC, contact the Secretary of the State at (860) 509-6200 or (800) 540-3764 or visit their website: www.sots.state.ct.us

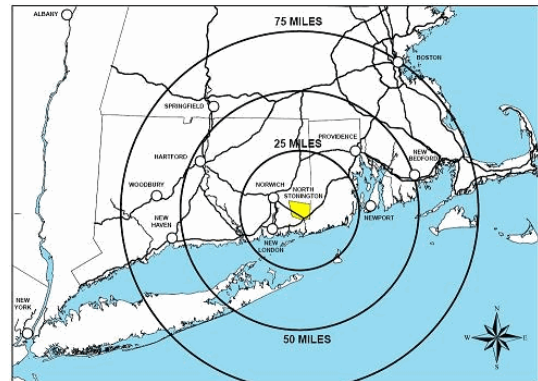
When opening a business you should also contact the CT Licensing Info Center at www.CT-CLIC.com or 1-800-392-2122 or emailing SmartStart@cerc.com.

ADDITIONAL RESOURCES:

THE ECONOMIC DEVELOPMENT COMMISSION (EDC)

PURPOSE: To promote North Stonington's economic development and the orderly growth of its business, farming and industrial resources as set forth by State and Town legislation.

OBJECTIVE: To promote, within its authority and ability, a climate conducive to the healthy economic growth of the community.



EDC is comprised of 8 members. It meets on the 3rd Thursday of each month at 5:15pm in the EDC Office located in Holly Green Shopping Plaza (same as the Recreation Department Office). The public is encouraged and invited to attend meetings.

Contact Information

Phone (860) 535-2877 x 31, Fax (860) 535-4554

SOUTHEASTERN CT ENTERPRISE REGION (SECTER)

Regional Economic Development Agency. Assistance with finding a business location/relocation, information on State Programs, seCTer loan programs and Grant opportunities, and access to counselors for the Statewide CT Procurement Technical Assistance Program (PTAP) to help businesses contract with the government.

Contact Information:

Nancy Cowser, Executive Director 860-437-4659 x 201

Ann Chambers, Director of Loan Programs 860-437-4659 x 204

Lisa Wood, Director of CT PTAP 860-437-4659 x 208

www.secter.org