

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 (PDZO)

Town Hall

40 Main Street, North Stonington

Monday – Friday, 8am-4pm.

860-535-2877 x27 Fax: 860-535-4554

jhodge@northstoningtonct.gov



The PDZO 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 Overlay Area, that use may be conditional or prohibited all together. (See Section 703 Water Supply Protection Overlay Area)

If your business is going to be conducted at home, you must apply for a **Home Occupation**. Note: There are two types of Home Occupations – General and Commercial Services. Some are permitted administratively by Zoning Permit and some may require a Site Plan and review by the Planning & Zoning Commission. The ZEO will help you make the determination as to which standard applies. (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 as well as reference to applicable landscaping, lighting and parking requirements.

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

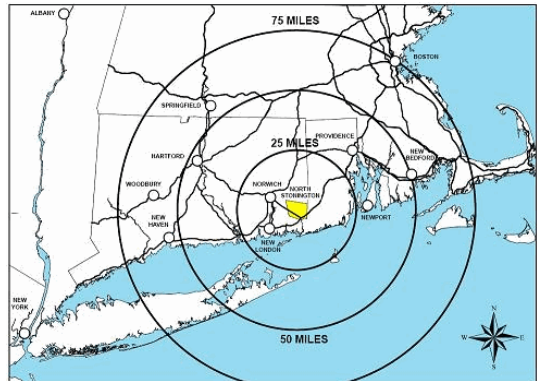
When opening a business you should also contact the CT Licensing Info Center at www.CT-CLIC.com or 1-800-392-2122 or emailing SmartStart@cerc.com.

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 in the Recreation/Economic Development Conference Room upstairs in Holly Green Shopping Plaza (entrance next to Chelsea Groton Bank). The public is encouraged and invited to attend meetings.

Contact Information

Juliet Hodge, Economic Development Official

Phone (860) 535-2877 x 27

jhodge@northstoningtonct.gov

Brett Mastroianni, EDC Chairman

brett@pawncct.com

REGIONAL ECONOMIC DEVELOPMENT AGENCY – SOUTHEASTERN CT ENTERPRISE REGION



(seCTer)

19B Thames St., Groton CT 06340

www.secter.org

For help with selecting a location for your new or expanding business, information on State and Federal incentive programs, funding options, and help with government contracting.

Nancy Cowser

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Ann Chambers

Director of Loan Programs

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Lisa Wood

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