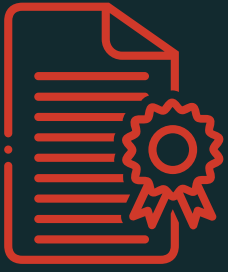


HOW TO START A BUSINESS IN Downtown Anniston



BUSINESS LICENSE

Required to start a new business in Anniston and must be renewed every January. The license fee is determined by the type of business and business classification. Contact the City of Anniston Finance staff for assistance in determining your business license classification before applying for a business license.

256-231-7716
or
256-231-7725

ZONING VERIFICATION

When starting a business, it is important to verify if an area is zoned for the type of business that you would like to start. To determine this, request a zoning verification letter, by e-mailing the following information to planning@anniston.al.gov: **property address, property owner, business name (if applicable), your name, your address, your company, and your number.** Once zoning has been verified, you will receive a verification letter via e-mail within one business day. Please contact Planning Secretary Jennie Emerson with any questions.



256-231-7720

BUILDING PERMITS

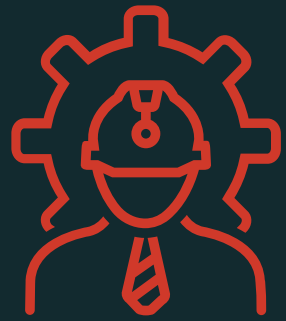
Required from the Building and Safety Division to ensure federal life safety standards. Building Permits cover everything from minor building improvements to new developments. If you are thinking of making any changes to your building or property, please contact the Building and Safety Division before doing any work or purchasing materials.



256-231-7724
or
256-231-7727

ENGINEERING DEPARTMENT

The Engineering Department will need to be contacted if the scope of a project includes land disturbance or any changes to sidewalks, parking lots, or streets.



256-231-7750

FIRE MARSHAL

The Fire Marshal's Office works within the Building and Safety Division to review plans for changes of use or for larger scope projects. All work on a fire protection system, except annual tests, requires a permit. Fire protection work includes sprinkler systems, alarm systems, and commercial kitchen hoods.



256-231-7650

HISTORIC PRESERVATION COMMISSION

The Anniston Historic Preservation Commission (AHPC) is responsible for preserving the charm and property values within Anniston's historic districts. Any applicant who wishes to improve the exterior of any building or structure within a historic district must submit a Certificate of Appropriateness for approval before work can begin. Contact the Planning and Development Department before beginning any work for guidance on the Certificate of Appropriateness process.



256-231-7720

FREQUENTLY ASKED QUESTIONS

Q: WHAT ARE YOUR OPERATING HOURS?

A: WE ARE OPEN FROM 8:00 AM TO 5:00 PM MONDAY THROUGH FRIDAY, EXCLUDING OBSERVED HOLIDAYS. PERMITS ARE ISSUED FROM 8:00 AM TO 4:30 PM.

Q: DO YOU ACCEPT CREDIT OR DEBIT CARDS AS PAYMENT FOR PERMIT AND INSPECTION FEES?

A: YES, WE ACCEPT CASH, CREDIT, OR CHECK AS FORMS OF PAYMENT.

Q: WHEN IS A BUILDING PERMIT REQUIRED?

A: A BUILDING PERMIT IS REQUIRED ON ALL NON-FEDERAL CONSTRUCTION, REMODELING, AND/OR REPAIR PROJECTS WHERE THE TOTAL PROJECT COST IS IN EXCESS OF \$1,000.00.

Q: WHAT IS THE COST OF A BUILDING PERMIT?

A: FOR PROJECTS TOTALING UP TO \$2,000.00, THE PERMIT FEE IS A FLAT \$16.00. FOR PROJECTS EXCEEDING \$2,000.00, THE FEE IS \$16.00 PLUS \$4.00 PER ONE THOUSAND DOLLAR INCREMENT, OR PORTION THEREOF, THEREAFTER. WHEN POWER NEEDS TO BE RECONNECTED TO A BUILDING AND ALABAMA POWER COMPANY REQUIRES AN INSPECTION, THERE IS A \$16.00 CHARGE FOR THE INSPECTION, REGARDLESS OF PROJECT COST.

Q: DO I NEED A PERMIT TO WORK ON MY OWN PROPERTY?

A: YES, IF IT'S \$1000 OR MORE. WHETHER IT'S THE OWNER OR A CONTRACTOR. (CONTRACTORS MUST BE LICENSED)

Q: WHAT TYPES OF WORK REQUIRE A PERMIT?

A:

- BUILDING CONSTRUCTION
- PLUMBING
- GRADING/EXCAVATING/FILLING
- RENOVATIONS/ALTERATION
- GAS
- FENCES
- ELECTRICAL
- HVAC
- DECKS/DRIVEWAYS



QUESTIONS?

CALL/TEXT MAIN STREET DIRECTOR, JACKSON HODGES, AT:

256-846-2044