

Notice of Intent

Business License

On April 8, 2021 at 6:00 p.m. in City Hall, Holbrook City Council will be considering a proposed Business License with an annual fee of \$24.00. On April 22, 2021 at 6:00 p.m. City Council will vote on the proposed Business License. This report provides an explanation for the license fee.

1. Verification of proper zoning for the proposed business. Submittal of a business license application allows staff to verify that the proposed business is in compliance with the underlying zoning requirements for the location prior to opening.
2. Verification of building and fire code compliance. A review of the address allows staff to verify that there are no outstanding building or fire code violations that need to be addressed prior to the business opening.
3. Verification of proper licensing, such as a contractor's license, prior to issuance of a permit.
4. Verification of sales tax information both initially and annually to ensure information is kept up-to-date.
5. Verification of owner contact information initially and annually. Business permit information is used to contact the business owner in the event of an emergency, such as a break in or a water leak.
6. Open-Source check. An open-source check will be used to verify that there are no legal issues with granting the business license.