BUSINESS OWNER ROAD MAP

Creating a Clear Path for Opening a Business

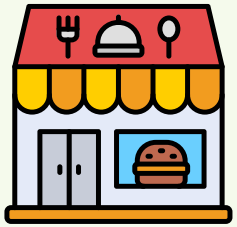
Step 1 - Start Here
Contact Community Engagement:
Share your business idea, ask questions, & learn next steps.

Step 2 - Know Your Space
Review with Community Engagement:
Building due diligence, understand possible permit requirements, costs and variations in timeline.

01

02





Step 5 - POB / CO Approval
Once fire inspection is passed, Planning Department will issue final POB approval and Certificate of Occupancy.

Step 6 - City Business License
Apply for City of York Business License. Pay business license fee.

03

04

05

06

Step 3 - POB Application
Submit POB application and application fee to Planning Department
Some projects may need permits and BAR approval before building improvements can start.

Step 4 - Fire Review
Pay fire inspection fee and schedule inspection. Make corrections if noted by Fire Department.



07



Step 7 - Open for Business
Community Engagement will help with: Ribbon cutting, promotion, & Main Street resources.

IMPORTANT POINTS

- **Know your space before leasing or buying.**
- **Start early and allow time for approvals.**
- **Requirements vary based on business type and location.**
- **Some projects need additional approvals.**
- **You must be fully approved before opening.**

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