



Going into business in Winters?

Business has a vital role in maintaining the City of Winters' prosperity. The role of business is more important than ever in building and maintaining a strong and flourishing community. The City of Winters has become a dynamic community where quality of life comes first and employers and residents enjoy working, living and shopping. If you are planning to start a new or expand your existing business we're here to help.

Community Development Dept.
318 First Street
Winters, CA 95694
530-795-4910 ph
530-795-4935 fax
www.cityofwinters.org



Going into business in Winters?

RESOURCES—LICENSING

This brochure is designed to be a guide to the Business Licensing process to help save you time and money on your project.

DEPARTMENT RESPONSIBILITIES

The Community Development Department coordinates the City's development and assists projects through the development process.

Assistance includes:

- Identifying what types of City Permits are required for your project.
- Coordinating with other City departments for "pre-submittal" meetings that can be used for identifying any potential issues associated with your project.
- Tracking the progress of your project through the process.

If you would like more assistance, or need further information, please contact the Community Development Department at (530) 795-4910 x111.

The Community Development Department also provides information on land use, zoning, site development standards and general plan policies. Community Development also processes and analyzes development applications. Businesses should contact the Community Development Department to confirm their proposed use or expansion is consistent with the business site's zoning and to identify if any use permits and /or CEQA review are required.

The Building Department is responsible for ensuring compliance with all necessary code requirements. If you are unclear of building improvements and if permits are required for your new expanded business, please contact the Building Department at (530) 795-4910 x117.

The Public Works department provides major services for customers throughout the community. These services include water, wastewater, and solid waste. If your business involves a change of use (e.g. from office to restaurant) you may need to ensure there is adequate water and sewer service available at the site. For more information regarding design, maintenance and operations of these utilities contact Public Works at (530) 795-4910 x115.

The Economic Development Department provides economic assistance through programs and services designed to retain existing employers, encourage company expansion and attract new businesses to the community. For further information on the available types of programs and services, please contact Economic Development at (530) 795-4910 x118.

BUSINESS LICENSE

If you own or operate a business in Winters, you will need to obtain a business license. The Finance Department processes applications for business licenses. You may obtain a copy of the City's Business License application form on the City's website at www.cityofwinters.org on the Community Development Forms page or call the Finance Department at (530) 795-4910 x113.

CHAMBER OF COMMERCE

If you are a new business in the Winters area, you may also contact our Chamber of Commerce at (530) 795-2329 for more information relating to their services or visit their website at www.winterschamber.com.

RESOURCES

To assist people interested in going into business in the City of Winters, we have assembled the following information. It is not intended to be all-inclusive, but rather to be a helpful resource.

Small Business Administration

General assistance.
www.sbaonline.sba.gov
916-930-3700

Secretary of State

Incorporating your business.
www.ss.ca.gov
916-657-5448

Fictitious Business Name

Your bank may require this.
Yolo County Recorder
530-666-8130

State Resale Permit

Board of Equalization
www.boe.ca.gov
916-227-6700

Federal Employer Number

Internal Revenue Service
www.irs.ustreas.gov
916-974-5181

State Employer Number

Employment Tax Dist. Office
www.edd.ca.gov
916-464-3502

Worker's Compensation Insurance

Required if you have employees.
State Fund
www.scif.com
916-924-5100

Alcoholic Beverage License

www.abc.ca.gov
916-227-2002

Federal Tax Stamp Permit

Required if selling Alcohol
www.atf.treas.gov
415-947-5100

State Contractors Lic. Board

Required for contractors
www.cslb.ca.gov
916-255-3900

State Consumer Services Agency

Required for auto repair, electronics & appliance repair, or security & investigative services.
www.scsa.ca.gov
916-445-1254

Yolo County Environmental Health

Required if preparing or selling food.
www.yolocounty.or/org.health
530-757-5540



HELP FOR YOU ON THE WEB

The City of Winters website contains many forms and handouts to help you in planning your project.

Visit us at:

<http://www.cityofwinters.org>



WE'VE HELPED HUNDREDS OF APPLICANTS WITH THEIR PROJECTS.
HOW CAN WE HELP YOU?