

## Other Resources

### Tax Incentives

Tax incentives are available to businesses that locate & create new jobs in the Mt. Hope Enterprise Zone. The Tax Stabilization Program phases in taxes for new & expanding businesses over a five or ten year period.

**Contact: The Department of Community Development**

### Office of Economic Development

The Office of Economic Development helps with location selection, feasibility, market research, & business plans. The Town's Economic Development Commission works closely with the office to promote a stable, diversified economy, offer support, & provide resources to new & existing businesses.

**Contact: The Department of Community Development**

### Mosaico Business Development Corporation

Mosaico promotes economic development within Bristol's historic industrial park.

**Contact: (401) 253-2135 or [www.mosaicocdc.info](http://www.mosaicocdc.info)**

### East Bay Chamber of Commerce

The Chamber supports and promotes local businesses in the East Bay area. The RI SBDC & SCORE also offer free business counseling at weekly office hours.

**Contact: (401) 245-0750 or [www.eastbaychamber.org](http://www.eastbaychamber.org)**



## Important Contacts

### Bristol Town Clerk

Phone: (401) 253-7000

Hours: M-F 8:30-4:00

The Bristol Town Council meets every month on the second and fourth Wednesday.

### Department of Community Development

Phone: (401) 253-7000

Hours: M-F 8:30-4:00

### Wastewater Department

Phone: (401) 253-8877

### Fire Department Office

Phone: (401) 253-6912

### Historic District Commission

Phone: (401) 253-7000

Hours: T & Th 8:30-4:00

The HDC meets the first Thursday of every month. Items to be approved are due the third Tuesday of the prior month.

## A Planning & Permitting Guide for New & Expanding Businesses in Bristol, RI



**Town Website:**  
<http://bristolri.us>

**Town Hall:**  
10 Court Street  
Bristol, RI 02809  
P: (401) 253-7000

The Department of Community Development Office is located at **9 Court Street** (Across the street from the Bristol Town Hall).

## A Two-Step Guide to Planning & Permitting Your Business

### Step 1: Stop at the Department of Community Development to see what business use is permitted.

This department is located at **9 Court Street** & includes: zoning, planning, building, and historic district staff and can guide you on any permits or approvals that may be needed for your business. Check the Zoning Map and Permitted Use Table of the Zoning Ordinance to see if business use is permitted your location.

#### Important Websites:

<http://bristolri.us/293/zoning>  
<http://bristolri.us/35/commerce>

Some businesses may require a special use permit from the Zoning Board of Review. Depending upon the location and scale of your project, review and approval from the Planning Board or Technical Review Committee may be required.

### Step 2: Find and obtain needed licenses & approvals.

If you are making any renovations or remodeling a building, you will need a building permit through the **Building Inspector's Office (9 Court Street)**. Most renovations and new construction require a building permit and may also require electrical, plumbing, or mechanical permits. If you will be making renovations or

proposing new construction on a property located within a flood zone, you may need a flood hazard permit.

The Building Inspector's Office may refer you to the **Fire Department Office (4 Annawamscutt Drive)** for additional permits or plan approvals with remodeling or change of business use.

All new signs require a permit from the **Building Inspector's Office**. Specific signage regulations, such as size, number, and location, vary by zoning district and can be found in the Zoning Ordinance. Temporary signs, such as banners, are also regulated.

If your property is located within the Bristol Historic District, most exterior renovations, including signage, will require approval from the **Historic District Commission (9 Court Street)**. The HDC staff assistant is available on Tuesdays and Thursdays to walk you through the process.

Some businesses, such as restaurants, antique or second-hand dealers, and those businesses with sidewalk use (such as outside dining) require licenses from the **Town Council**. Check with the **Town Clerk's Office (10 Court Street)** to see if a license is required.

Some businesses, such as restaurants and hair salons, may need a discharge permit from the **Wastewater Department (Plant Avenue)**.

Please contact the Department of Community Development with questions.

**Welcome to Bristol!**

## Other Agencies

### Internal Revenue Service

To obtain a Federal Tax ID number

Contact: [www.irs.gov](http://www.irs.gov)

### RI Secretary of State

To register your corporation or LLC

Contact: (401) 222-3040 or

[www.sos.ri.gov](http://www.sos.ri.gov)

### Bristol County Water Authority

Information on water distribution systems

Contact: (401)-245-2022 or

[www.bcwa-ri.com](http://www.bcwa-ri.com)

### National Grid

To set up electric and natural gas

Contact: (800) 322-3223 or

[www.nationalgridus.com](http://www.nationalgridus.com)

### RI Department of Health

Information on health regulations and licenses—required for restaurants, hairdressers, barbers & physicians

Contact: (401) 222-2827 or

[www.health.ri.gov](http://www.health.ri.gov)

### RI Department of Environmental Management

Information on waste management, air & water pollution, and construction near wetlands

Contact: (401) 222-6800 or

[www.dem.ri.gov](http://www.dem.ri.gov)

### RI Coastal Resources Management Council

Information on construction near coastline and coastal wetlands

Contact: (401) 783-3370 or

[www.crmc.ri.gov](http://www.crmc.ri.gov)