



This community celebrates and supports small business and the spirit of entrepreneurship. We recognize the challenges in navigating the process to open a new business and wish to offer assistance to help you on your journey.

Understanding and complying with codes and ordinances can be daunting. This guide is intended to help you start the process for a business in your chosen location. On the back of the brochure we have included some organizations that can help you with specific questions and information. Beyond this guide we can also provide access to resourcesthat can assist you.

Most of all, you need to know that there is a TEAM behind you. We encourage you to reach out to us with questions along the way. Together, we can help make this easier. Good luck on your new business journey!



- Cle Elum Downtown Association
CleElum Downtown.com

## **GUIDE FOR CONDUCTING BUSINESS**

IS MY BUSINESS A PERMITTED USE?

Contact the Cle Elum Planning Department to learn more about your building's zoning at 509-674-2262 or Planning@CleElum.gov.

IS MY BUILDING HISTORIC?

Find the Register of Historic Places on DiscoverCleElum.com or contact the city Planning Department at 509-674-2262 or Planning@CleElum.gov.

CAN I CHANGE THE USE OF THE BUILDING?

In many cases, you can! Contact the Cle Elum Planning Department to learn more about your building's zoning at 509-674-2262 or Planning@CleElum.gov.

DO I NEED A BUILDING PERMIT OR INSPECTION TO MODIFY MY BUILDING?

Before starting a project, contact the Cle Elum Building Department to understand reqirements for building modifications at 509-674-2262.

DO I NEED A BUSINESS LICENSE?

Yes! Every business, non-profit, and other organizations needs a business license. Visit DOR.WA.gov to get a license or add a city endorsement.

DO I WANT A SIGN FOR MY BUILDING?

Ensure that your sign meets city sign regulations before placing an order. Contact the Cle Elum Planning Department at 509-674-2262.



## **NEXT STEPS TO CONTACT**

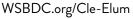






CleElumDowntown.com







KittitasCountyChamber.com



SCAN TO FIND OTHER RESOURCES OR VISIT **OUR WEBSITE AT** CLEELUMDOWNTOWN.COM