

DOING BUSINESS IN FLORENCE, AL CHECKLIST

ESTABLISHING A NEW BUSINESS

RELOCATING A BUSINESS

OPERATING A BUSINESS FROM HOME

ZONING - Consult the online [Zoning Map](#) and [Zoning Ordinance](#) or contact the Planning Dept. to verify zoning or the Building Dept. to verify permitted uses within a particular zone.

REZONING, SUBDIVISION, ANNEXATION - Consult with the Planning Dept. to determine rezoning, subdivision and annexation eligibility. To apply for one of these developmental actions complete a [Planning Commission Application](#).

CERTIFICATE OF OCCUPANCY - A Certificate of Occupancy is required for a business license and utilities. Contact the Building Dept. to schedule a [Certificate of Occupancy](#) inspection.

BUILDING PERMIT - New construction, remodel and certain renovations require a Building Permit. Complete a [Building Permit Application](#) and submit it to the Building Dept.

FIRE DEPARTMENT - Contact the [Fire Department](#) to schedule an inspection by a Fire Code Official.

SIGNAGE - A permit is required to erect, alter or relocate a sign. Submit a [Sign Permit Application](#) to the Building Dept.

UTILITIES - Florence Utilities application process includes electricity, gas, water/wastewater and garbage services. To obtain a deposit quote, complete a [Commercial Deposit Quote Form](#).

HEALTH PERMIT - The manufacturing, selling or distributing of products that can be consumed, require a health permit issued by the [Lauderdale County Health Dept.](#)

HOME OCCUPATION - Operating a business from a home, requires a permit. A [Home Occupation Permit Application](#) must be submitted to the Building Dept.

BUSINESS LICENSE - Doing business in the City of Florence requires a license. Submit a [Business License Application](#) to the City Clerk's Office.

LIQUOR LICENSE - To sell alcoholic beverages, an [Alcohol Beverage Application](#) must be submitted to the City Clerk's Office. [Steps](#) to obtain an Alcohol Beverage License are available online.

OUTDOOR SEATING - To use the side walk to support your business, contact the [Building Department](#). If approved, a lease will be required.

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