

Enhanced Enterprise Zone (EEZ):
growjocomo.com/start-locate-grow/enhanced-enterprise-zone/

Johnson County Micro Loan Program:
growjocomo.com/start-locate-grow/financing

U.S. Small Business Administration:
sba.gov

Other Resources!

Getting mentored is a great way to gain some helpful advice to help develop your business.

- SCORE Mentoring is a free service offered to any aspiring or established owners of a U.S. based business. Partnering with you one-on-one, SCORE mentors support your success by providing experienced advice, consulting on best practices, and educating you on small business and topics. For more information visit score.org

Sidewalk Improvement Program!

The City Council approved an Ordinance that amended the existing Curb and Sidewalk Program and replaced it with the Sidewalk Improvement Program. The changes to the program are:

- ADA ramps and curb and gutter will be handled with the street maintenance program.
- The city will split into separate and unique 'zones'.
- Each zone will be inspected annually by the city for hazards or defects that may be affecting traffic.
- A tabulation will be put together and publicly bid for repair.
- In-zone repairs will be covered completely by the City.

Exceptions for adjoining property owners consist of:

- Out-of-zone repairs, or, out-of-program timeframe repairs (May-September) will carry a 50/50 cost share.
- Brick or stone sidewalks (if not listed on the National Register of Historic Places) will carry a 50/50 cost share; assuming the City's portion does not exceed the original cost to install concrete.



Warrensburg and Johnson County, MO

A GUIDE TO STARTING YOUR BUSINESS

Key To Success!

We are excited for you to do business in Warrensburg. We are here to help you navigate the process and connect you to the right resources along the way!



Getting Started!

Evaluate your business idea and develop your plan. Here are some resources to help you along the way:

- Use the free and confidential services provided by Johnson County Small Business Development Center (SBDC) at www.growjocomo.com
- For local in person support contact Johnson County SBDC at 660-747-0244. To evaluate your business idea visit missouribusiness.net/how-to-evaluate-a-business-idea/

Get Legal!

What's the name of your business? Things to consider:

- Check to see if your business name is available on the Missouri Secretary of State portal at www.bsd.sos.mo.gov
- Search to ensure that there is an available website and e-mail extension to go with your business name.

What is the structure of your business?

- It is important to consult an expert before this critical decision, but a good place to start your search is at sba.gov/business-guide/launch-your-business/choose-business-structure
- Form your entity. Create an account with the State of Missouri (local legal advice is recommended) at bsd.sos.mo.gov
- Obtain a Federal Employer Identification Number (FEIN) at irs.gov
- View sales tax and other tax registrations at dor.mo.gov/register-business/

Internships & Labor Resources!

How much support are you looking for to help run your business? Here are some resources to help expand your team:

- U.S. Department of Labor: dol.gov/
- Missouri Department of Labor: labor.mo.gov/
- HR Simple: hrsimple.com/ (contact the Chamber to borrow the most current printed publication of MO HR Manual.)
- Missouri Job Center: 660-530-5627 and jobs.mo.gov
- Missouri Intern Connect: Missouri Intern Connect exists to build a bridge between employers and tomorrow's workforce. mointernconnect.com/
- University of Central Missouri Career and Life Design Center: 660-543-4985
- University of Central Missouri Business Internships: The vision of the Harmon College Internship Office is to provide hands-on, applicable growth opportunities for Harmon College students to engage in their field of study and become a more hireable candidate through internships, class projects, and networking opportunities. Contact them by phone at 660-543-8432 or by email at dgill@ucmo.edu—Derrick Gill, Internship Coordinator.
- Hiring our Heroes: hiringourheroes.org/employers/
- Parker Dewey: Micro-Internships with Parker Dewey are seamless and take a minute to post. You can get on demand support from highly motivated college students and recent graduates looking to fulfill any roles or tasks you have available. It takes under five minutes to get started, there are no obligations, and as a mission-driven organization, there are never any fees if you decide to hire someone for an internship or full-time role.

Planning and Zoning!

Planning & Zoning is a division of Community Development which provides day-to-day support for the development and building community, as well as citizens of Warrensburg.

- Planning and Zoning staff administer the zoning regulations within the city limits.
- Warrensburg has 11 separate zoning districts, each with minimum lot size, building height, setback, landscaping, and other requirements.
- The official zoning map can be viewed or purchased at City Hall during business hours.
- The online zoning map can be viewed at warrensburg-mo.com/541/Zoning-Map
- If you have questions about a specific zoning requirement for your project, please contact Community Development at 660-747-9135.

Signage!

Warrensburg regulates the number, type, and placement of signs used to advertise your business.

- Contact Community Development to receive a Warrensburg sign permit application.
- These are also available online at warrensburg-mo.com/DocumentCenter/View/389/Sign-4Permit-PDF?bidId=



Local Support!

Johnson County Economic Development Center Small Business Development Center

The JCEDC concentrates its efforts on the economic development of Johnson County, Missouri, including cultivating entrepreneurship and innovation by supporting and developing the entrepreneurial ecosystem.

660-747-0244 | growjocomo.com

Warrensburg Main Street, Inc.

Warrensburg Main Street's mission is to promote, improve, and preserve the unique character and economic vitality of downtown Warrensburg while embracing our growing community.

660-427-3988 | warrensburgmainstreet.org

Greater Warrensburg Area Chamber of Commerce

The Warrensburg Chamber of Commerce empowers the community with opportunities that encourage involvement, develop leadership, and strengthen business. Its mission is to be a diverse organization dedicated to fostering connections, stimulating business, and cultivating community.

660-747-3168 | warrensburg.org

Community Development:

Business License & City of Warrensburg

102 S. Holden Street
660-747-9131

Planning and Zoning

Kristin Dyer—City Planner
102 S. Holden Street
660-747-9135

Inspections, Building and Code

Building Official, Building Inspector, and Permit Clerk
102 S. Holden Street
660-747-9135

Historic Preservation

Meetings: 4:00 p.m. on the fourth Wednesday of the month at the Municipal Center

Find A Location!

Where are you going to be located? How much space do you need? Are you leasing or buying? What is your budget? Consult with a local realtor or commercial property manager.

- For available buildings for sale or for lease visit growjocomo.com
- If you are doing business in the City of Warrensburg, consider meeting prior to finalizing your purchase or lease for a plan or site review. For more information call 660-747-9131 and ask for Community Development.
- Looking for a property in the downtown area? Contact Warrensburg Main Street at 660-427-3988.



Health Department

Johnson County
Community Health Services
723 PCA Road
660-747-6121

Fire Prevention

Jeremy VanWey—Division Chief
102 S. Holden Street
660-747-9136

Liquor License

County Clerk
660-747-6161
102 S. Holden Street

Liquor Control
Raytown, Missouri
816-743-8888
8800 E 63rd St #180,
Raytown, MO 64133

Get Licensed!

Once you have the location, you can apply for a City of Warrensburg business license. Every business is a little different so individual processes may vary.

- Visit the City Hall at 102 S. Holden Street, Warrensburg, Missouri 64093 or online at warrensburg-mo.com/35/Business
- Building Permits: Contact the Building Official if you or your landlord make any changes to the building you own or lease, or if new construction is proposed. A building permit must be obtained before construction can begin. Building permit application are submitted electronically through the City's online permit portal.
- Business License: Any business operating within the city limits of Warrensburg, including home occupations, is required to obtain a city business license. Those business pay a fee based on its gross volume of business. Certain occupations are listed specifically in the City's Code of Ordinance and are required to pay a flat fee.
- Food Related Business: Food related businesses are required to pass inspections from the Health Department before opening for business. For more information regarding food permits, contact Johnson County Community Health Services at 660-747-6121, stop by in person, or their website at johnsoncountyhealth.org/
- Retail Business: Retail locations require an approved city inspection before being open to the public. You can setup an inspection by calling the permit clerk at 660-747-9135 Business licenses may be obtained from the City Collector at City Hall.
- Liquor License: The application for a liquor license provides a checklist of items required to obtain a license within our municipality. For more information visit <https://www.warrensburg-mo.com/189/Liquor-Licenses>