

CHAPTER 111: REGISTRATION OF BUSINESSES

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§111.01 PURPOSE.

It is the purpose of this chapter to provide sufficient information relative to business establishments within the Village to enable the Village to provide better life, health and safety services to business establishments and better security for them, as well as provide a means to facilitate communication between the Village and the owners of such business establishments. (Ord. 93-11 passed 12/20/93; Am. Ord. 12-21 passed 9/17/12)

§111.02 DEFINITIONS.

For the purpose of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BUSINESS ESTABLISHMENT. Any commercial or business use.

PERSON. Includes any individual, corporation, association, partnership or any other legal entity. (Ord. 93-11 passed 12/20/93)

§111.03 REGISTRATION REQUIRED.

It shall be unlawful for any person to establish and/or operate a business establishment in the Village without first obtaining from the Village Administrator, a registration certificate for such business in accordance with the provisions of this Code. Each registration certificate issued by the Village shall expire on December 31. (Ord. 93-11 passed 12/20/93; Am. Ord. 12-21 passed 9/17/12) Penalty, see §111.99

§111.04 REGISTRATION FORM.

All owners of business establishments shall, on or before January 1 of each calendar year (the “due date”), register with the Village Administrator each business establishment on a form provided by the Village Administrator. A business that intends to commence any operations or any activity related thereto at any location within the Village shall register such business and location with the Village Administrator prior to commencement of any operations or any activity related thereto within the Village. The registration form shall include the following information:

- (A) Name of the business establishment.
- (B) Place of business establishment.

- (C) Owner of business establishment.
- (D) Owner's address and emergency telephone number.
- (E) Nature of business establishment.
- (F) Hours of operation of business establishment.
- (G) Municipal retailer's occupational tax number (sales tax registration number).
- (H) Federal employment identification number of Social Security number.
- (I) Nature of security system, if any, and the telephone number of the company providing the security service, as well as the name of the company.
- (J) Number of employees of the business establishment.
- (K) Type of owner of the business establishment - individual, partnership, corporation or other.
- (L) If the owner of the business establishment is in possession of the premises by virtue of a lease, the name, address and telephone number of the lessor.

(Ord. 93-11 passed 12/20/93, 01-33 passed 8/20/01; Amd. Ord. 12-21 passed 9/17/12)

§111.05 FEES.

The fee for a business registration certificate and each annual (i.e., for each calendar year) renewal thereof shall be \$125 plus the cost of inspections of the business premises. It shall be unlawful and a violation of this Code for any business to operate within the Village without having first obtained the required registration certificate and paying the respective fee(s) in compliance with this Code. The fees for the initial and annual fire department inspection shall be as follows for all businesses:

SQUARE FOOTAGE OF BUSINESS	COST OF FIRE DEPARTMENT INSPECTION
1 to 2,000 square feet	\$65
2,001 to 5,000 square feet	\$100
5,001 to 10,000 square feet	\$200
10,001 to 50,000 square feet	\$400
Over 50,001 square feet	\$800

(Ord. 93-11 passed 12/20/93; Am. Ord. 03-8 passed 4/21/03, 07-13 passed 5/21/07, 12-21 passed 9/17/12)

§111.06 INSPECTIONS.

- (A) An inspector of the fire protection district serving the property and the Village Building Inspector shall make or cause to be made such investigations as they deem necessary to determine that the applicant's proposed occupation and operation of the premises is in conformity with the provisions of the Village Code. No certificate shall be issued to an applicant whose proposed occupation or operations do not comply with the applicable provisions of the Village Code. In the event that a certificate is denied, the reasons for denial shall be submitted in writing to the applicant.

- (B) The above-described officials shall inspect as often as they deem necessary the operations and premises of any business establishment within the Village during normal business hours, to confirm that the occupancy and utilization of the premises is in conformity with the applicable provisions of the Village Code.

(Ord. 93-11 passed 12/20/93)

§111.07 REGISTRATION CERTIFICATE.

The Village Administrator shall, upon receipt of the registration forms and payment of any required fee(s) from the owner of the business establishment, supply to that owner, after the required inspection, a registration certificate which shall in turn be prominently displayed by the applicant upon the premises of the business establishment. (Ord. 93-11 passed 12/20/93)

§111.98 VIOLATIONS.

It shall be unlawful to own or operate a business establishment within the Village as herein defined without having registered such business establishment with the Village Administrator and/or without paying to the Village any and all required fee(s) and/or cost(s) related thereto in accordance with the provisions of this chapter. (Ord. 93-11 passed 12/20/93)

§111.99 PENALTY.

Any person violating any provisions of this Chapter shall, upon conviction, be fined not less than \$100.00 nor more than \$500.00 for each offense and shall be responsible for the Village's cost of prosecution, including but not limited to attorney fees, court costs and other costs and expense incurred by the Village thereto. A separate offense shall be deemed to have been committed on each day in which a violation occurs or continues. (Ord. 93-11 passed 12/20/93; Amd. Ord. 15-02 passed 3/16/15)

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