

UTILITIES

Electric Service

Please note that there are two providers in the Rolesville area. Please call to confirm which company services your location:

Duke Energy Progress:866-582-6345
Wake Electric:800-474-6300
.....919-863-6300

Water & Sewer

City of Raleigh:919-996-3245

Natural Gas

Dominion Energy:877-776-2427

Garbage, Recycling, & Yard Waste

Town of Rolesville:919-556-3506



Small business development and entrepreneurship are important aspects of a thriving business community. The Town of Rolesville would like to welcome you and we look forward to cheering on your success.

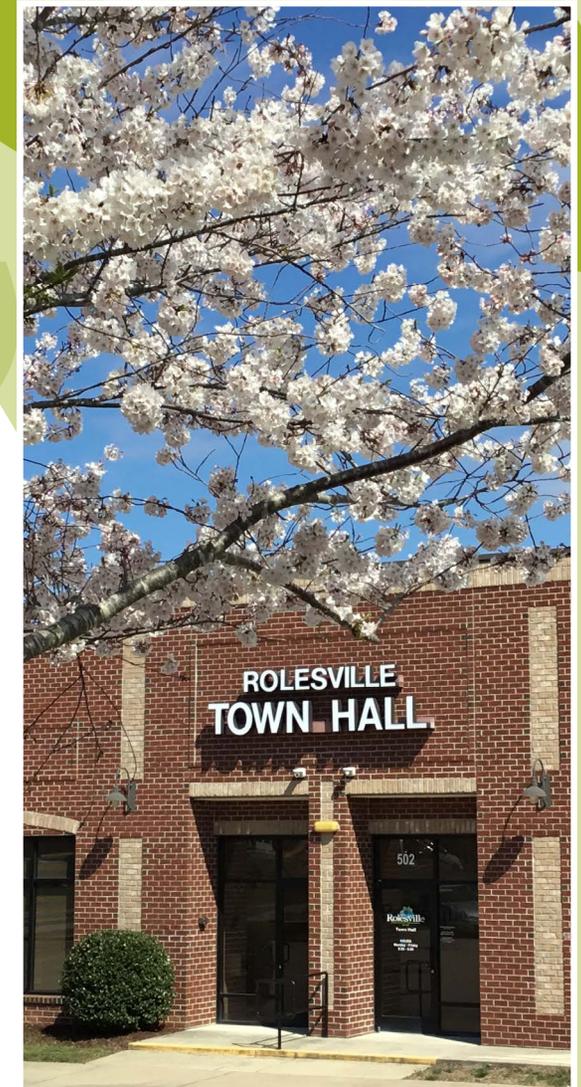


We know opening a business can be a challenging task and the Town of Rolesville is here to help.

Contact:
Mical McFarland
Community & Economic Development Manager
919.556.3506
Mical.McFarland@rolesville.nc.gov
www.RolesvilleNC.gov/business

Shelly Raby
Development Support Specialist
Planning Department
919.554.6517
Shelly.Raby@rolesville.nc.gov
www.RolesvilleNC.gov/planning

www.RolesvilleNC.gov



Starting a new Business in Rolesville

SOME THINGS TO THINK ABOUT AS YOU GET STARTED...

Business Registration

All new businesses are required to register with the NC Secretary of State's Office prior to conducting business in North Carolina. Go to www.sosnc.gov and search "Launching a Business".



Signage



To apply for a new sign (temporary or permanent), a feather sign or a banner, please visit our website at www.RolesvilleNC.gov and search "Signs" for detailed instructions. Please contact our Planning Department if you need additional assistance.

Using an existing building

The process for locating in previously occupied business sites starts with a Change of Tenant Application. Go to www.RolesvilleNC.gov and search "Change of Tenant" for the form. Upon approval, the application will be shared with the Fire Marshal's Office. They will contact you directly to schedule an inspection for compliance with the North Carolina fire and building code.

New construction or renovation

If you are planning on starting from the ground up or renovating an existing structure, you'll need to follow these steps.

STEP 1: PREDEVELOPMENT MEETING

Set up a predevelopment meeting to discuss the proposed project with Town Planning Staff by contacting the Planning Department at 919.554.6517.

STEP 2: SITE PLAN SUBMITTAL

A complete site plan application package is made by the business owner or representative in order for Town Staff to review the project for compliance with Town Code and regulations. The Planning Department Staff can assist you with specific questions regarding the plan submittal and review process.

STEP 3: BUILDING PLANS SUBMITTAL

The business owner or representative must submit a complete building plan application in order for Wake County to review the project for compliance with the North Carolina State Building Code. The Wake County Inspections Department will review the submittal and can assist with questions regarding the submittal and review process. Go to the Wakegov Permit Portal to set up an account and submit your plan.

STEP 4: PRECONSTRUCTION MEETING

After all approvals have been granted, please contact the Planning Department to schedule a preconstruction meeting.

STEP 5: BUILDING PERMITS & INSPECTIONS

All construction must be inspected as it is performed. Please apply for a permit on the Wakegov Permit Portal. The Town of Rolesville will issue the zoning and building permits. Once a permit is secured, Wake County Inspectors will perform the inspections. Inspections can be scheduled through the portal, or by calling 919-856-6060. Please contact the Planning Department if you would like assistance.

Wake County's Permit Portal:

<http://www.wakegov.com/permitportal>



Resources and Information

Business Link North Carolina (BLNC) is a free service for anyone seeking to start a small business in North Carolina. They offer one-on-one phone consultations to those in need of general support and are available to help you navigate topics like regulatory requirements, licensing stipulations, small-business training and more. Get in touch with a BLNC business counselor, toll free at **(800) 228-8443** or contact them online.

Small business resources are available on the Town of Rolesville's website at: www.RolesvilleNC.gov search "Small Business Resources".

WRAL TechWire provides a Start Up Guide for Emerging Entrepreneurs at: www.startupguide.wraltechwire.com

Wake Tech's Small Business Center: Go to www.waketech.edu and search quick links for "Businesses".



Be sure to check in with the **Rolesville Chamber of Commerce** at www.rolesvillechamber.org or call 919-562-7069 to learn how the Chamber can support your business.