

## **I might need more than one license?**

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Some businesses require a specialized license in addition to the required business license. There may be additional fees and zoning restrictions with a specialized license. Listed below are types of specialized licenses. For more information contact City Hall at 529-5900.

### **Specialized licenses include:**

Adult Entertainment Establishment  
Adult Hotels  
Cereal Malt Beverage License  
Dances & Dance Halls  
Drinking Establishment  
Erotic Dance Studios  
Fireworks Sales  
Mobile Home Parks  
Mobile Ice Cream Vendors  
Pawn Brokers & Precious Metal Sales  
Pool Halls, Billiard Halls & Amusement Centers  
Private Clubs  
Refuse Haulers  
Retail Liquor Sales  
Taxicabs



## **City of Haysville**

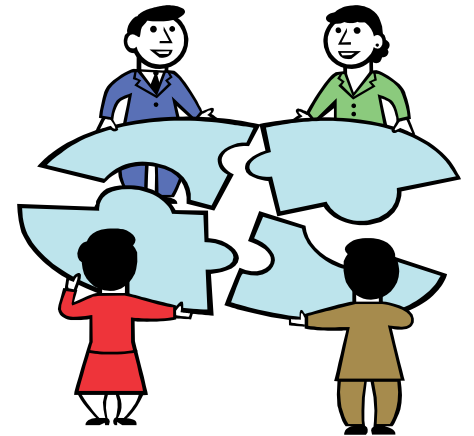
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City Clerk Department  
200 W. Grand  
Haysville, KS 67060  
Phone: 316-529-5900  
[www.haysville-ks.com](http://www.haysville-ks.com)

## **City of Haysville**

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## **Business Registration**



**Your guide to  
registering a business  
in Haysville**

# Business Registration

## Application



To begin the business registration process, simply come into the City Building and fill out the Business Registration Application. There is a fee of \$10.00 for new businesses that is renewable at the end of the calendar year (December 31) for \$5.00. It is important to fill out all of the information required on the application. The Police Department carries a list of all registered businesses with their square footage and combustible substances for officers or firefighters entering the business. For the same reasons, the name, home phone number and home address of the owner or manager is required.

If your business is not home-based and you require water service, that service will not be made available until the Business Application has been approved. If water is needed to clean the business, temporary water service is available for \$10.00 per week for up to two weeks.

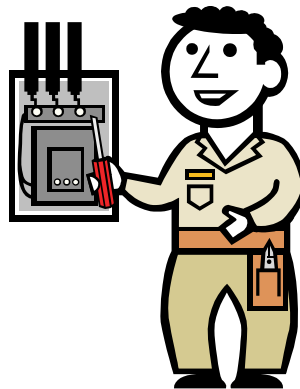
## Zoning Approval

Once you have submitted a completed application, along with necessary fees, the Planning/Community Relations Coordinator will review your application to verify that the proposed location of your business will allow for the type of business you would like to conduct.



You may want to contact the coordinator before purchasing or leasing property to make sure your business will be allowed. Do not assume that if a similar business is located nearby, that the property you are looking at is zoned the same. Many properties have asked for zone changes or have received protective overlays over the years.

## Inspector Approval



adopted building, plumbing, electrical, and mechanical code.

All commercial businesses and home daycares are required to have an inspection completed, prior to being issued a business license. The inspector will check to make sure the building conforms with the current standards of the Council

## Confidential Assistance

If you have questions and need confidential assistance you can contact the Community Development Director. The Director will be able to provide you with information on businesses in the area and statistical information that could be beneficial to where you are interested in locating. The Director can also get you in touch with Haysville Forward, Inc.; a private, community-wide, non-profit organization that assists companies who are considering Haysville for a business location or expansion. Haysville Forward, Inc. is a one-stop source for the latest information about doing business in Haysville. Our Economic Development Team is prepared to assist you with anything you need. Offices are located at 140 N. Main in the Vicker's Building or call 529-5909.

## To Schedule an Inspection

Public Works  
401 S. Jane  
Haysville, KS 67060

Phone: 316-529-5940  
www.haysville-ks.com