

DOING BUSINESS IN PEORIA AT A GLANCE

The city of Peoria wants your business to succeed and thrive. Whether you are starting, changing or growing your business, we want to make it easy. We encourage you to learn more about how we can assist you.

DOING CONSTRUCTION



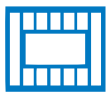
Obtain a Building/Site Permit



Obtain a Certificate of Occupancy



Change out equipment or fixtures



Add or remove interior walls/racks



Paint or update the exterior

PROMOTION AND EVENTS



Add signs to my storefront/windows



Put out signs for passerby traffic



Hold a grand opening event



Host a temporary or seasonal event



Host a food truck

PROPERTY UPKEEP



Maintain landscaping



Obtain an outdoor storage area



Ensure there is sufficient parking



Remove graffiti or blight



Add shopping carts to my business



Grease Device Maintenance



For more information, please contact:
Karen Calivas at 623-773-INFO (4636) or business@peoriaaz.gov
www.peoriaaz.gov/business

DOING CONSTRUCTION



Building/Site Permit

A permit is required for additions (walls and shelving), demolitions, and work within city rights-of-way.



Change of Occupancy

A change of business type (e.g., retail to office) may require a new certificate.



Addition or Modification

Structural, mechanical, electrical, and plumbing changes require a permit.



Add or Remove Wall

Alterations or changes to the walls within the business require a building permit.



Paint or Update the Exterior

Design Review approval is required for any work that changes the look of the building: www.peoriaaz.gov/planning.

PROMOTION AND EVENTS



Window Sign

No more than 25% of the total window area on each side of a building may be covered by signs.



Special Promotion Sign

Wall mounted banners, “swooper signs,” and A-frame or T-frame portable signs require a permit: visit www.peoriaaz.gov/planning for more information.



Grand Opening

A business may advertise with signs for up to 60 days upon opening of the business without requiring a sign permit.



Temporary Use Permit

An event such as a car show, carnival, or tent sale may require a permit.



Food Trucks

Hosting a food truck on your property may require a permit; call to confirm 623-773-7200.

PROPERTY UPKEEP



Maintain Landscaping

Vegetation ensures our community remains a place of beauty. Replace damaged or dying landscaping, and remove weeds on your property and in the rights-of-way (if applicable).



Obtain an Outdoor Storage Area

Excess business materials must be stored within an enclosed and approved area. Storage or shipping containers affect the use of your property. Call 623-773-7200 for information.



Ensure there is Sufficient Parking

Some businesses require more parking spaces than others; call to confirm 623-773-7200.



Remove Graffiti or Blight

Graffiti, illegal dumping, debris, and weeds must be removed from your property. Call 623-773-7162 with questions.



Add Shopping Carts to my Business

All carts are required to have locking mechanisms to prevent removal from the property.



Grease Device Maintenance

Fats, oils, grease (F.O.G.) will clog. Visit Water Services at Peoriaaz.gov or call 623-773-8473 for information.

Stormwater: Only rain in the storm drain. Visit Water Services at Peoriaaz.gov or email peoriastormwater@peoriaaz.gov or call 623-773-8475 for information.

Order Control: Peoria Business Owners with odor complaints can visit peoriaaz.gov and search “odor control” or visit www.peoriaaz.gov/government/departments/water-services/utilities/odor-reporting for ideas to combat odors.

While the information contained within is not all-inclusive of the many ways that we partner for success, we hope it serves as a snapshot of the city codes and ordinances that are in place to ensure our community forever serves as a point of pride.