

THE SMALL BUSINESS RESOURCE GUIDE

was produced by Business For Downtown Hartford (BFDH) in partnership with the City of Hartford, Department of Development Services and the Hartford Business Improvement District.

ABOUT BFDH

Founded in 1989 as a grassroots organization of concerned businesses, Business for Downtown Hartford (BFDH) is a non-profit networking and advocacy group for the central business district.

BFDH is a merchants association, committed to developing programs and providing advocacy that will foster and promote the success of businesses in downtown Hartford.

The organization has made a substantial impact on Hartford's Municipal Code; bringing about progressive change to ordinances governing street vending, on-street parking, parking lots and garages in downtown Hartford.

PROGRAMS AND EVENTS

Ground Floor Hartford - Retail Open House
Park, Shop & Dine Gift Card
Business Networking Happy Hours
Downtown Roundtables
Downtown Dining and Shopping Guide
Candid(ate) Conversations
Hog River Roast
Annual Golf Classic



ADVOCATE | PROMOTE | DEVELOP

bfdh.org



BUSINESS FOR DOWNTOWN HARTFORD

31 Pratt Street, 5th Floor
Hartford, CT 06103
info@bfdh.org
(860) 249-1627
bfdh.org

CITY OF HARTFORD

Department of Development
Services
250 Constitution Plaza, 4th Floor
Hartford, CT 06103
(860) 757-6077
Hartford.gov/dds

SMALL BUSINESS RESOURCE GUIDE



BUSINESS PLANNING

A solid business plan is the first step toward success in your business venture. From obtaining funding to hiring employees to planning for expansion, a business plan can be your guide to keeping your business on track. Your business plan can keep you focused on your goals and keep you moving forward when faced with obstacles. For more information on how to structure your business entity and develop a business plan, please contact the following agencies:

University of Hartford Entrepreneurial Center

1265 Asylum Avenue, Hartford CT
860-768-5681
Hartford.edu/ec

Hartford Economic Development Corporation, Inc.

15 Lewis Street, Hartford CT
860-527-1301
HEDCOinc.com

SBA - U.S. Small Business Administration CT Office

280 Trumbull Street, 2nd Floor, Hartford CT
860-240-4700
sba.gov/ct

COMMUNITY AND SMALL BUSINESS DEVELOPMENT

The City of Hartford's Community and Small Business Development Division creates and initiates community-based strategies to build strong neighborhoods, enhance economic opportunities, and ensure a dynamic framework for quality growth and community development. The vision is to create a vibrant, prosperous and growing Hartford through exceptional community development, for families and commerce.

City of Hartford, Community and Small Business Development

250 Constitution Plaza, 4th Floor, Hartford CT
860-757-9040
Hartford.gov/dds

LOCATION AND ZONING

Finding a location that best suits your business needs is instrumental to your success. The best way to find a location is to contact a local commercial real estate agency. Before you purchase or sign any lease/rental agreement on a property, check the zoning of the property. Local zoning regulations play a significant role in determining where your business is permitted. Please contact a Planner at the City of Hartford to check the zoning district of a property to determine whether your proposed business is permitted.

Dept. of Development Services, Planning and Economic Development

250 Constitution Plaza, 4th Floor, Hartford CT
860-757-9040
Hartford.gov/dds

PERMIT INFORMATION AND BUSINESS REQUIREMENTS

Schedule a consultation with a City Planner to find out what type of permits are required for your business. A Planner will review your business proposal to determine what industry your business falls under, and if additional licenses are required in order to operate.

Dept. of Development Services, Planning and Economic Development

250 Constitution Plaza, 4th Floor, Hartford CT
860-757-9040
Hartford.gov/dds

Please contact the Fire Marshall's office for information related to assembly area and occupancy.

City of Hartford, Fire Marshall's Office

253 High Street, Hartford, CT
860-757-4500
Hartford.gov/fire

APPLYING FOR PERMITS

Once you have consulted with a City Planner, there are several offices where permits should be submitted.

ZONING PERMITS

Dept. of Development Services, Planning & Economic Development Division

250 Constitution Plaza, 4th Floor, Hartford CT
860-757-9040
Hartford.gov/dds

BUILDING PERMITS

City of Hartford, Licenses & Inspections Division

260 Constitution Plaza, Hartford CT
860-757-9200
Hartford.gov/dds-bp

SIGN PERMITS

Dept. of Development Services, Planning and Economic Development

250 Constitution Plaza, 4th Floor, Hartford CT
860-757-9040
Hartford.gov/dds

HEALTH PERMITS

City of Hartford, Health & Human Services

131 Coventry Street, Hartford, CT
860-757-4700
Hartford.gov/hhs

LIQUOR PERMITS

State of CT Dept. of Consumer Protection Division: Liquor Control

450 Columbus Blvd., Suite 901, Hartford, CT
860-713-6200
ct.gov/dcp