



City of McMinnville

101 East Main Street. McMinnville, TN 37110
(931) 473-1200
mcminnvilletn.gov

STARTING A BUSINESS IN THE CITY OF MCMINNVILLE

STEP 1 CITY OF MCMINNVILLE & WARREN COUNTY BUSINESS TAX LICENSE

If your business is located inside the City limits of McMinnville, you must purchase a City of McMinnville Business Tax License and a Warren County Business Tax License. The City license is available at City Hall, 101 East Main Street, 3rd Floor, (931) 473-1200. The cost of the initial City license is \$15.00.

You must also purchase a Warren County Business Tax License. The County license may be purchased at the County Clerk's office located at 201 Locust Street, McMinnville, (931) 473-2623. The cost of the County's initial license is \$15.00.

Both City and County licenses must be renewed annually. If you have questions regarding your business license that you filed with the State, please call 1-800-342-1003.

STEP 2 CITY OF MCMINNVILLE COMMUNITY DEVELOPMENT DEPARTMENT

All City business license applications must be reviewed by the McMinnville Community Development Department to make sure that the proposed business is located in the proper zoning district. You may be required to obtain a building permit and/or a sign permit for your new business, both of which are handled in the Community Development office as well.

Additionally, prior to starting a business in the City of McMinnville, a prospective business owner must obtain a Certificate of Use and Occupancy. Certain areas and businesses in the city may fall under specific regulations based on zoning and location. Upon application for a Certificate of Use and Occupancy, the Community Development Department as well as the Fire Department will schedule an on-site inspection.

The Community Development Department is located at 101 East Main Street, 2nd floor, (931) 473-1204.

STEP 3 WARREN COUNTY HEALTH DEPARTMENT

If your business operations involved the purchase, processing or sale of food items, a permit may be required by the Warren County Health Department, located at 401 Sparta Road, McMinnville, TN 37110 or call (931) 473-8468.

STEP 4 WATER

All commercial enterprises are required to have backflow prevention devices attached to the water distribution system. If you are not sure if your location has this installed, any of the Water Systems will come out and check free of charge. Contact the applicable system for more information.

STEP 5 UTILITIES

Contact the appropriate utility provider to ensure the availability of water, sewer, gas, electric, telephone, and other required utilities.

Available Utilities:

- Charter Communication (Phone/TV/Internet) (888) 438-2427
- Ben Lomand Communications (Phone/TV/Internet) (931) 668-4131
- Frontier (Phone/TV/Internet) (931) 507-2532
- McMinnville Water Department (931) 473-7542
- McMinnville Electric System (931) 473-3144
- Middle Tennessee Natural Gas (931) 473-8494

Additional Services:

- McMinnville-Warren County Chamber of Commerce (931) 473-6611
- McMinnville-Warren County Industrial Development (931) 474-469
- Main Street McMinnville (Historic District) (931) 506-5335
- Warren County Water Utility District (931) 668-4175
- West Warren-Viola Utility District (931) 635-2762