

BUSINESSFirst

Redevelop an existing property or open a new business in an existing property with all the right tools!



Thank you for attending your first appointment. Please utilize this ***take-away*** guide to record notes, information and next steps for your project.

Permits: _____

Timeline: _____

Costs: _____

Forms to Complete: _____

Other: _____



Who do you need to contact when you leave?

Name: _____

Title: _____

Phone: 779-348-7158

Email: businessfirst@rockfordil.gov

Permits: _____

Timeline: _____

Costs: _____

Forms to Complete: _____

Other: _____



Who do you need to contact when you leave?

Name: _____

Title: Engineering Permit Clerk

Phone: 815-387-7660

Email: businessfirst@rrwrddst.il.us

Permits: _____

Timeline: _____

Costs: _____

Forms to Complete: _____

Other: _____



Who do you need to contact when you leave?

Name: _____

Title: _____

Phone: 815-921-2081

Email: businessfirst@rockvalleycollege.edu

Permits: _____

Check all Building Required:

Timeline: _____

Costs: _____

Forms to Complete: _____

Other: _____



Who do you need to contact when you leave?

Name: _____

Title: _____

Phone: 815-319-4350

Email: businessfirst@wincoil.us

Permits: _____



Check all Building Required:

- | | |
|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Structural | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Mechanical |

Timeline: _____

- | | | |
|---|------------------------------|-----------------------------|
| Fire Inspection Report Required: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the Local Sanitary District Required: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Well Water Satisfactory Sample Result Required: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Types of Food Service: _____

- | | | |
|--------------------------------------|-------------------------------------|-----------------|
| <input type="checkbox"/> Carry-Out | <input type="checkbox"/> Sit-Down | # of Seats ____ |
| <input type="checkbox"/> Catering | <input type="checkbox"/> Satellite | |
| <input type="checkbox"/> Bar Service | <input type="checkbox"/> Concession | |
| <input type="checkbox"/> Other | | |
| | | |

Required Documents for Review: (☒) What will be submitted

- | | |
|--|--|
| <input type="checkbox"/> Plan review Application | <input type="checkbox"/> Detailed Menu |
| <input type="checkbox"/> Equipment Plan & Schedule | <input type="checkbox"/> Plumbing Plan |
| <input type="checkbox"/> Mechanical Plan | <input type="checkbox"/> Finish Schedule |
| <input type="checkbox"/> Specification Sheet for all Equipment | |

Other: _____

Who do you need to contact when you leave?

Name: _____

Title: _____

Phone: 815-720-4100

Email: businessfirst@wchd.org

Let's start with the partners you may need to work with and what they do.

City of Rockford Community & Economic Development

779-348-7162

businessfirst@rockfordil.gov

425 East State Street, Rockford, IL, 61104

<http://www.rockfordil.gov/community-economic-development.aspx>

City of Rockford Construction & Development Services

779-348-7158

businessfirst@rockfordil.gov

425 East State Street, Rockford, IL, 61104

<http://www.rockfordil.gov/communiyt-economic-development/construction-development-services.aspx>

City of Rockford Land Use & Zoning

779-348-7158

businessfirst@rockfordil.gov

425 East State Street, Rockford, IL, 61104

<http://www.rockfordil.gov/community-economic-development/construction-development-services/land-use-zoning.aspx>

Rock River Water Reclamation District

815-387-7660

businessfirst@rrwrd.dst.il.us

3501 Kishwaukee Street, Rockford, IL, 61109

http://www.rrwrd.dst.il.us/?page_id=1888

IL Small Business Development Center

815-921-2081

businessfirst@rockvalleycollege.edu

EIGERlab, 605 S Fulton Ave, Rockford, IL 61103

<http://www.rockvalleycollege.edu/business/sbdc/index.cfm>

Let's start with the partners you may need to work with and what they do.

Winnebago County Building Department

815-319-4350

businessfirst@wincoil.us

404 Elm Street, Rockford, IL, 61101

<http://www.wincoil.us/departments/building>

Winnebago County Zoning Department

815-319-4350

businessfirst@wincoil.us

404 Elm Street, Rockford, IL, 61101

<http://www.wincoil.us/departments/zoning-and-planning>

Winnebago County Clerk's Office

815-319-4250

businessfirst@wincoil.us

404 Elm Street, Rockford, IL, 61101

<http://www.winnebago-countyclerk.com>

Winnebago County Health Department

815-720-4100

businessfirst@wchd.org

401 Division Street, Rockford, IL, 61110

http://www.wchd.org/index.php?option=com_content&view=article&id=242Itemid=732

WINGIS

Property Information (taxes, assessment, economic development tools, elected officials)

<http://ims.wingis.org/propertysearch.aspx>

There are Business District Associations (BDA) in many of our corridors.

Auburn Street Business District Association

815-963-7678

Bill Hoople

Miracle Mile Rockford

815-975-0466

info@miraclemileroxford.com

1643 N Alpine Rd, Suite 104, PBM 129, Rockford, IL 61107 (this is mailing address – there is no physical office)

<http://www.miraclemileroxford.com>

Geography: E State Street from Swedish American Hospital to Rockford College

Midtown Association

815-997-5888

secretary@midtowndistrict.com

218 7th St, Rockford, IL 61104

<http://midtowndistrict.com>

Geography: 7th Street and surrounding area

River District Association

779-207-0110

info@riverdistrict.com

102 North Main St, Rockford, IL, 61101

<http://www.riverdistrict.com>

Geography: Downtown

Southwest Ideas for Today and Tomorrow (SWIFTT)

815-965-3606

jdbove106@aol.com

1005 S Main St., PO Box 966, Rockford, IL, 61105

<http://www.facebook.org/rockfordswiftt>

Geography: South Main Street and surrounding area

Additional BDAS

779-348-7162

businessfirst@rockfordil.gov

There are additional BDA's on Broadway, 11th Street, and Auburn. Please contact City of Rockford Community & Economic Development for more information.

Submittals

- If you choose to proceed with redeveloping your property or opening a new business, there will be more plan submittals required. Depending on whether your property is in the City or County you must submit to the appropriate email. All emails can be found on page 7 and 8 of this document.

Thank You to Our Partners

Rockford Community Partners is proud to thank the following partners for participating in the creation of **BUSINESSFirst** and working together to ensure the most efficient and effective process to assist in the redevelopment of existing properties and opening a new business in an existing property.

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|--|--|
| 1. Alderman Joe Chiarelli & Tim Durkee | 12. Miracle Mile Rockford |
| 2. Bath & Body Fusion | 13. Northwestern Illinois Building & Construction Trades Council |
| 3. City of Peoria | 14. River District Association |
| 4. City of Rockford | 15. Rock River Development Partnership |
| 5. CMM & Associates | 16. Rock River Water Reclamation District |
| 6. Contemporary Hammer Works | 17. Rockford Area Association of Realtors |
| 7. Dickerson Nieman | 18. Rural on Tap |
| 8. First Midwest Group | 19. IL Small Business Development Center |
| 9. Gary Anderson & Associates | 20. Winnebago County |
| 10. Larson & Darby Group | 21. Winnebago County Clerk |
| 11. Midtown Association | 22. Winnebago County Health Department |



Working Together, Achieving Results