



Town of Milton

Start a Business Process

Town Of Milton

“Start a Business” Process

The purpose of this document is:

To be a Road Map/ Guide for the process of starting a business in the Town of Milton.

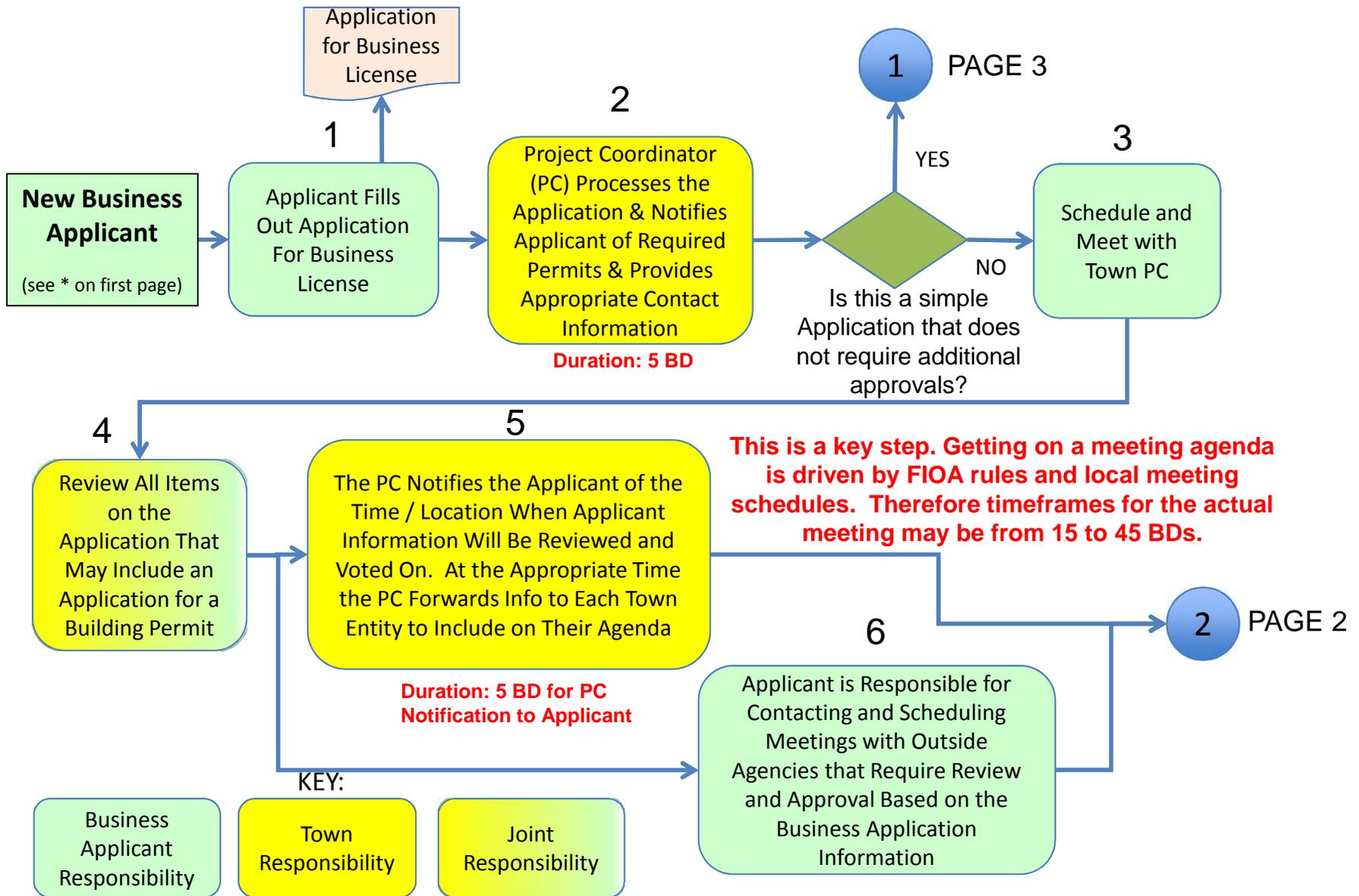
To help the New Business Applicant identify their responsibilities as well as the responsibilities of the Town of Milton.

To provide the New Business Applicant with a set of expectations as to the duration of the required steps to complete the process. Some of these step durations are not within the scope of responsibility of the Town of Milton are directly impacted by FOIA rules.

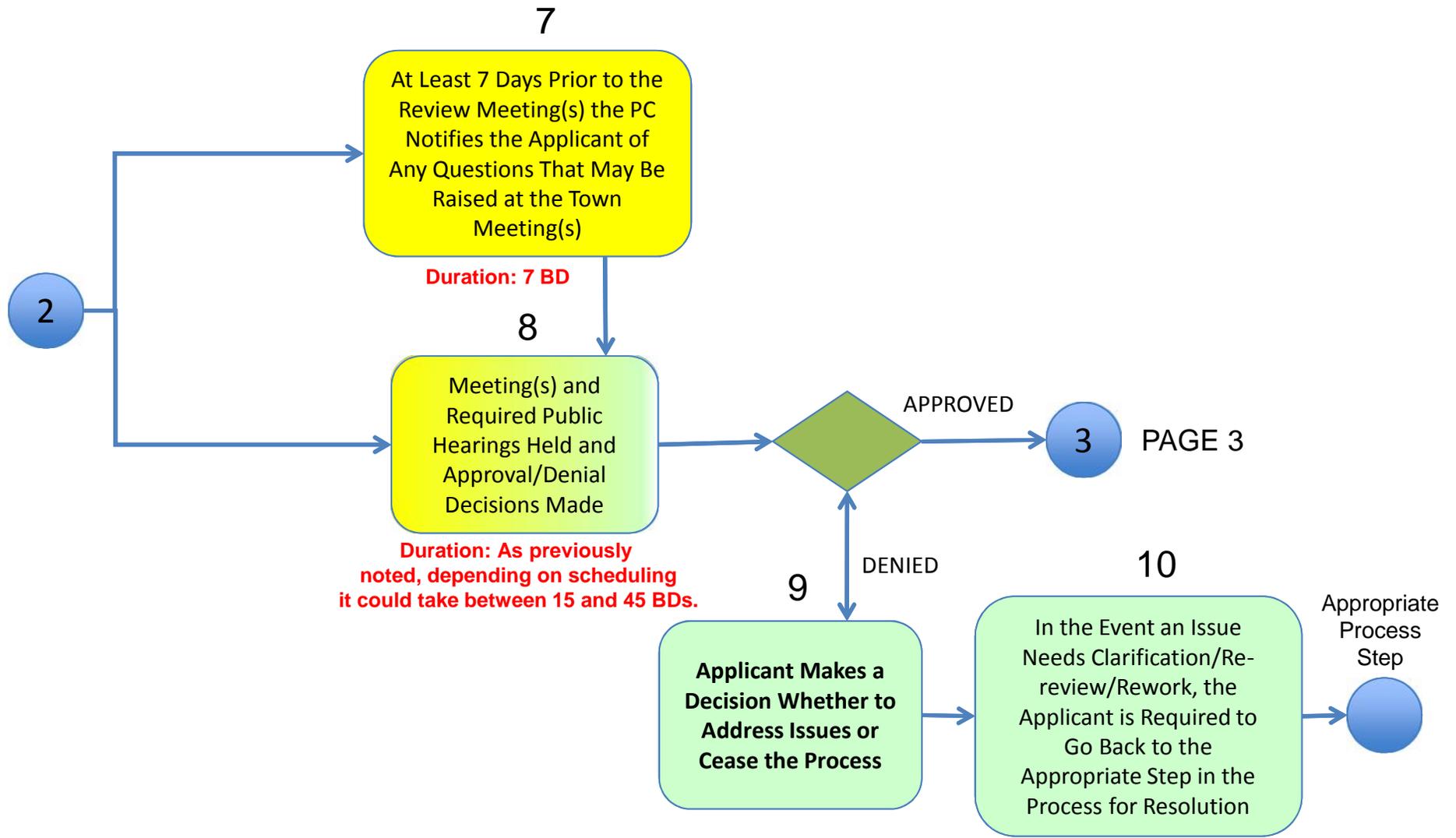
It is not intended to be a detailed instruction manual for starting a business in the Town of Milton.

***Prior to filling out an Application for a Business License, it is strongly advised that the Applicant call the Town Project Coordinator, PC (302-684-4110) for a pre-application conversation.**

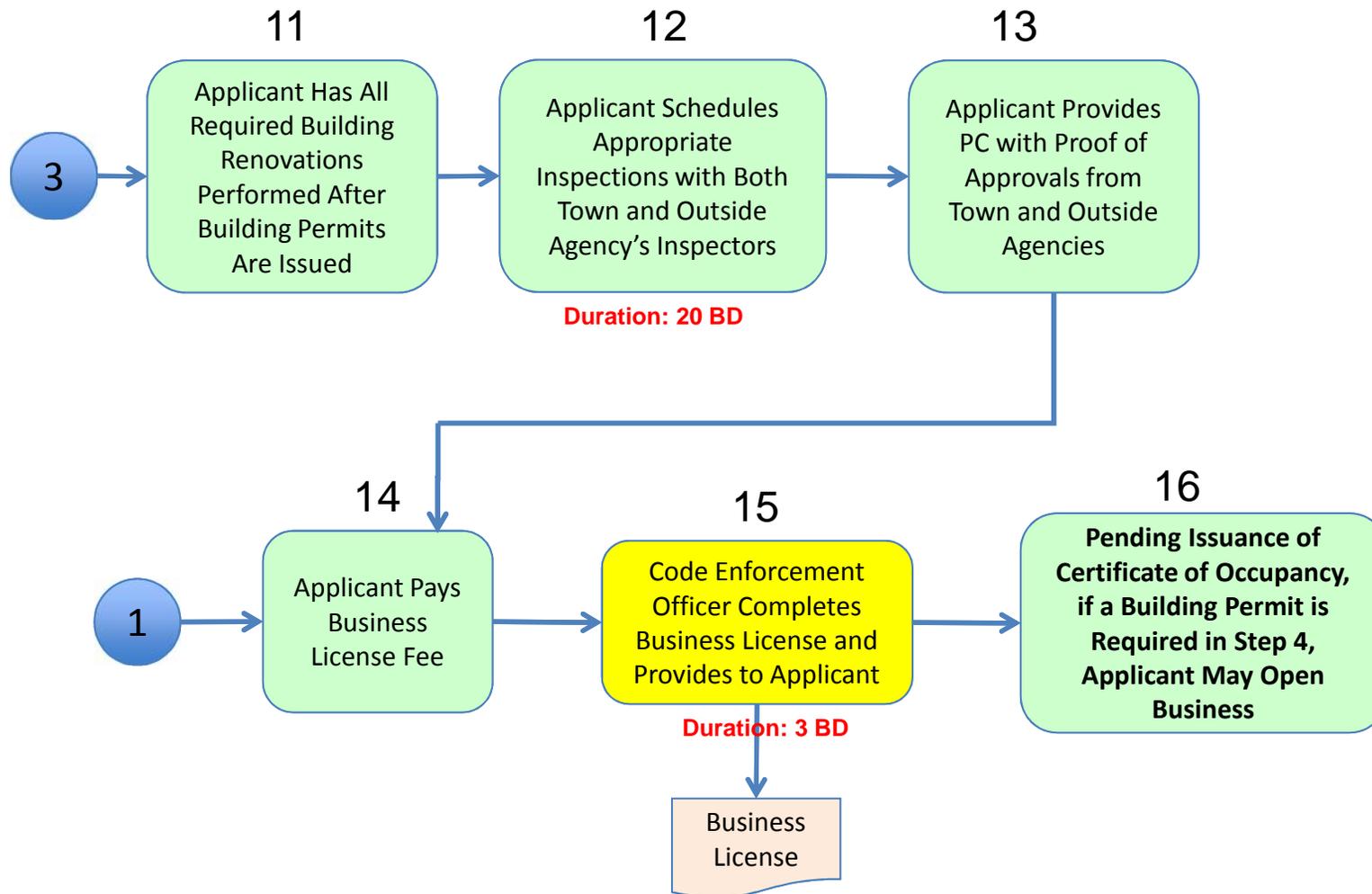
Town Of Milton "Start a Business" Process



Town Of Milton "Start a Business" Process - Cont'd



Town Of Milton “Start a Business” Process - Cont’d



Town Of Milton “Start a Business Process” - Cont’d

Entity	Contact Information
Town of Milton Web Site	http://milton.delaware.gov
Milton Town Hall	115 Federal St., Milton, DE 19968 P: (302) 684-4110 F: (302) 684-8999
Town Clerk	Kristy Rogers krogers@ci.milton.de.us
Town of Milton Project Coordinator	Robin Davis rdavis@ci.milton.de.us 302-684-4110 Mr. Davis is the Town Hall liaison to the Historic Preservation Commission, the Planning & Zoning Commission and the Board of Adjustment
Code Enforcement Officer	Michael Trotta mtrotta@ci.milton.de.us 302-684-4110
Planning & Zoning Commission	302-684-4110 http://milton.delaware.gov/committees/planning-and-zoning-commission/ Meetings scheduled on third Tuesday of each month at 6:30pm
Board of Adjustment	302-684-4110 http://milton.delaware.gov/committees/board-of-adjustment/ Meetings scheduled on fourth Tuesday of each month at 7 pm
Historic Preservation Commission	302-684-4110 http://milton.delaware.gov/committees/historic-preservation-commission/ Meetings scheduled on second Tuesday of each month at 7 pm