

A GUIDE TO DOING BUSINESS IN *Downtown Bastrop*



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Welcome to Bastrop, Texas!

We want your business to succeed in our community, and we're here to help connect you to the resources you need. The Bastrop Main Street Program has created this road map to make the process of starting your business as simple as possible by outlining the recommended steps and addressing some frequently asked questions. **Let's get started!**

1. Are you planning to operate as a "DBA"?

You can download a "Doing Business As" form at www.co.bastrop.tx.us under County Clerk. For questions while completing your forms, call 512.332.7234. The Bastrop County Clerk's office is located at 803 Pine Street, Room 112; their office hours are 8 am to 5 pm.

2. About those taxes...

You will need a Texas Tax Permit if you sell or lease tangible personal property or sell taxable services in Texas. To get more information and/or to apply for a permit, visit www.comptroller.texas.gov/taxes/permit.

3. Location, location, location

Where are you planning to locate your business? Is it a retail or service business? Does your business rely on high visibility? Or do you need office space?

The City of Bastrop recently underwent an extensive Form-Based Code process, which means that there are specific places in town for specific types of businesses. To ensure that the spot you've selected (or the one you're thinking about) complies, you'll need to visit the Bastrop Planning Department located in City Hall, 1311 Chestnut Street, 512.332.8840, open from 8 am to 5 pm.

4. Finding space

Looking for your perfect location? Contact us at 512.332.8996 to access our database of available space, which includes square footage, rental rates/listing prices, and other important data. For locations outside downtown, contact the **Bastrop Economic Development Corporation at 512.332.8870**. For more help, contact the **Bastrop County Board of Realtors at 800.873.9155**.

5. Permits, Signage and Approvals

Let's talk about the building you want to be in. The City of Bastrop has some requirements that impact your selected site. To get answers to your questions, talk with the Planning Department located in City Hall. Here are a few of the basics:

- Building Permits – If you're going to remodel an existing building or build a new building, you'll need a permit. Talk with the City Planning Department.
- Certificate of Occupancy – Anyone who is sited in a building needs a Certificate of Occupancy. The City Planning Department has those, too!
- Signage – Bastrop has a fairly strict sign code, so before you design your signage, talk to the City Planning Department so they can make sure your sign complies with the rulebook.

Let's eat!

For you foodies who are going to tempt us with delicious eats – whether it's a restaurant, a food truck or selling food items – you will need a food inspection and/or a food permit. Bastrop County is where you need to go and Julian Luna is the man to see. He's a busy guy, so it's best to call for an appointment: 512.581.7176, x 1944, or visit www.co.bastrop.tx.us/page/ds.environmental.

Business Resources: Contact our team!

The Entrepreneur Readiness Team is ready to assist you with other areas of your business to guide you along the path to launching your business. Here are some advisors in the region who can help you along the way:

Small Business Development Center: Business Plan Mentoring
SCORE of Austin: Business mentors
BIG Austin: Mentoring, training, and funding

Contact the Bastrop Chamber of Commerce for references for local accountants, attorneys, bankers, insurance agents, etc. Email info@bastropchamber.org or call 512.303.0558.



About Downtown Bastrop:

Downtown Bastrop offers a variety of retail, restaurants, business services, and events and activities. Highlights include:

Historic, well-preserved late 1800s buildings with plenty of charm and character

18 locally-owned and operated restaurants in the designated Culinary District

Unique boutiques, art galleries and artist incubators

Riverside recreation, with easy access to the nearby Colorado River

Regular events ranging from art walks to car shows to concerts.

What we do at Bastrop Main Street

Mission: To serve as a catalyst for the continued revitalization, preservation and economic health of our historic downtown area through collaboration with other organizations and use of community resources and volunteer insights, talents and energies within the Four Points: organization, design, economic restructuring and promotions.

Organization Committee – Focused on volunteer recruitment, training and fundraising efforts.

Promotions Committee – Create promotions and special events to bring people downtown.

Design Committee – Enhance and beautify the physical appearance of downtown.

Economic Restructuring – Revitalize by strengthening existing businesses and recruiting new ones.

Other services offered in Downtown:

In partnership with the Main Street Program, the Bastrop EDC offers up to \$10,000 in matching funds through the Business Incentive Grant (BIG) Program. Funds can be spent to make improvements such as exterior lighting, window repair, ADA accessibility, fire prevention, and more.

Contact the Bastrop Main Street Program for grant applications.

Get in touch!

We'd love to welcome you to the Downtown Bastrop community. Call us today to set up a consultation with our team members to personally answer your questions and help you launch your business here!

Call 512.332.8996 or email mainstreet@cityofbastrop.org.