Starting A Business
In East Greenville Borough

Resources to Help Your Business Grow & Succeed in East Greenville Borough

Regional Position & Connectivity

East Greenville is located in the Upper Perkiomen Valley region. Route 29 (Main Street) runs northwest/southeast through the center of the Borough, while nearby Route 663 in Pennsburg provides easy accessibility to the Northeast Extension of the Pennsylvania Turnpike. Southbound Route 29 carries travelers to King of Prussia, Route 422, the Schuylkill Expressway, and into Philadelphia. Route 663 north leads to Quakertown, while Route 663 south provides quick access to Route 73 and Pottstown.
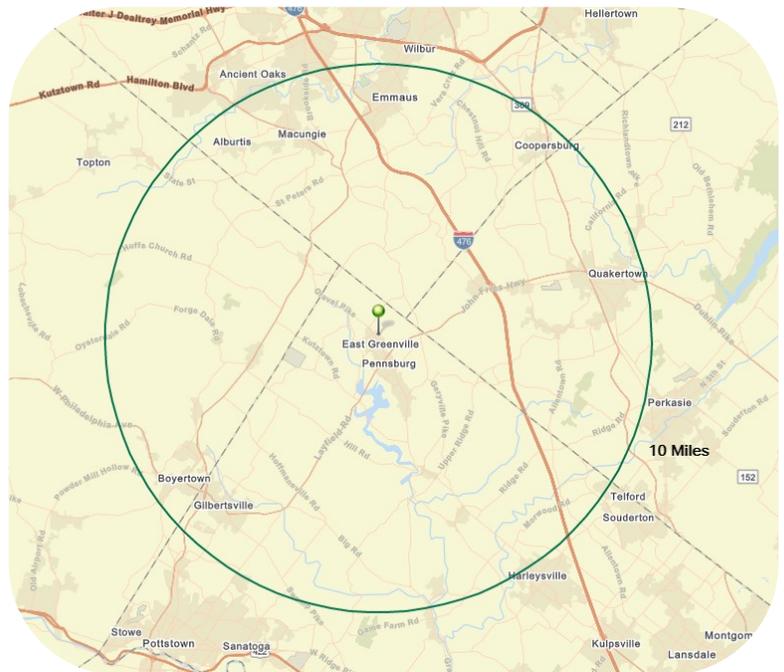
As You Make Your Plans

Talk with the Borough before you invest money in your business or finalize your plans. We can help you understand zoning regulations and what you will need to do to bring the business property into compliance with regulations and obtain your licenses. It is best to meet with us as early as possible in your planning process, so there are no surprises down the road that might keep you from opening your business.

Building Permits and Inspections

East Greenville Borough requires all properties to receive a Certificate of Occupancy and be inspected prior to opening. The inspections check for compliance with the Building Code and the PA Uniform Construction Code . Inspections are scheduled by calling the Borough Office at (215) 679-5194. More information and a building permit application is available on the Code Enforcement page at www.egreenville.org.

Zoning permits are required for the construction of any type of building, adding an addition or enlarging any building, and for the change of use of any building. A zoning permit application must be submitted with the required fee. The application must include a statement as to the proposed use of the building or land, accompanied by a plan, drawn to scale, showing the location of the buildings in relation to all abutting property and street lines, and must show all streets.

Registering Your Business

You must register your new business entity and name with the State of Pennsylvania and obtain a sales tax license. To get application forms contact the PA Department of Revenue at (717) 787-1064 or go to the PA Business One-Stop Shop website, **business.pa.gov**.

If you plan to hire employees, you will need to obtain an Employer Identification Number (EIN) from the United States Internal Revenue Service (IRS). For an application contact the IRS at (800) 829-4933 or apply online at **irs.gov/businesses/small**.

As an employer you will also have tax obligations such as tax withholding and unemployment compensation. To learn more and get the necessary forms, contact the PA Department of Revenue by calling (717) 787-1064 or visit **business.pa.gov**.

Businesses That Sell, Serve and/or Prepare Food

Businesses that sell, serve and/or prepare food items are classified as "food establishments" and must be licensed and approved by the Montgomery County Office of Public Health prior to opening. Contact their Environmental Field Services office by calling (610) 278-5117 to identify what you will need to do to comply with the health code and obtain your license. The Office of Public Health requires that you have a plan review completed with them before doing any remodeling or construction.

Additional Resources

- East Greenville Borough — (215) 679-5194 — **egreenville.org**

- PA Business One-Stop — **business.pa.gov**

- United States Internal Revenue Service (IRS) — (800) 829-4933 — **irs.gov/businesses/small**

- Montgomery County Office of Public Health — (610) 278-5117 — **montcopa.org/health**

- Montgomery County Commerce Department — **montcopa.org/commerce**

- Montgomery County Business Insight Tool — **montcoforward.org**

- Pennsylvania Small Business Development Centers — **pasbdc.org**

Frequently Asked Questions

Q. Does the Borough levy a tax on a business (outside of State and Federal)?

A. No.

Q. Does an East Greenville zip code (18041) mean that the property is located in the Borough?

A. Not always, sometimes the mailing address of a property is not the same as the municipality where the business is physically located. Call us to confirm that an address is physically located within Borough boundaries.

Q. Where can I find the zoning information for a property?

A. Call (215) 679-5194 ext.2 or visit Egreenville.org to see a zoning map.