



CITY OF WATERVILLE NEW BUSINESS FREQUENTLY ASKED QUESTIONS

1. **Whom do I call about zoning issues?**
 - a. Call the City Zoning Inspector at 419-878-8132
 - b. Zoning information is also available on the City website (waterville.org) under "Waterville Charter and Ordinances."
2. **Do I need a permit to:**
 - a. **Put up a sign or a banner?**
Probably. Call the City Zoning Inspector at 419-878-8132 with your specific question.
 - b. **Build a new building, an addition to my existing building or an accessory building such as a garage or a shed?**
Yes. Call the City Zoning Inspector at 419-878-8132 for more information.
 - c. **Build or expand a driveway or parking lot?**
Yes. Call the City Zoning Inspector at 419-878-8132 for more information.
 - d. **Install a fence?**
No. Fence permits are not required. However, there is a 36" maximum height restriction at intersection corners. Call the City Zoning Inspector at 419-878-8132 for more information.
3. **Does Waterville have an income tax?**
Yes, it is 2%. Call the City Tax Commissioner at 419-878-8102 for details.
4. **Whom do I call about health issues?**
Call the Toledo-Lucas County Health Department at 419-213-4100.
5. **Do I need a permit for plumbing, electrical or any other building construction work?**
You might, depending on the specifics of the work. Call the Lucas County Building Inspection Department at 419-213-2990
6. **Are there any special requirements in the older, historic part of Waterville?**
Yes, there are special zoning requirements in Waterville's Historic Overlay District. Call the City Zoning Inspector at 419-878-8132 to determine if your property is in the District and if the work you're planning will need a Certificate of Appropriateness.
7. **How do I sign up for:**
 - a. **Water and sewer service?**
Call the City of Waterville at 419-878-8101.
 - b. **Natural gas service?**
Call the Waterville Gas Company at 419-878-4972.
 - c. **Electric service?**
Call the Toledo Edison Company at 1-800-447-3333.
 - d. **Telephone/internet service?**
*You have three choices:
Call Buckeye TeleSystem at 419-724-9898.
Call CenturyLink at 1-800-769-0110.
Call Time Warner at 1-800-934-4181.*
 - e. **Refuse/Recycling Service?**
You are responsible for providing for your own refuse/recycling service. You may contact any private refuse/recycling service provider that you choose.
8. **Do I need a Vendor's License?**
You might, depending on the nature of your business. Call the Ohio Department of Taxation at 1-888-405-4089.
9. **Does Waterville have a Chamber of Commerce?**
Yes. Contact the Waterville Area Chamber of Commerce at 419-878-5188 or watervillechamber.com.
10. **I have other questions, whom do I call?**
Please call the City of Waterville at 419-878-8100. We will try our best to assist you.