

**Community Development**  
**Community Enrichment Program**  
**COMMON CONCERNS— BUSINESSES**



**Pennants and streamers are not permitted.**

**Garbage containers should be stored out of public view.**

**Banners require a no-fee Temporary Banner Permit.**

**Roof signs, flex wing signs, balloons, animated signs, or signs that flash on and off are not permitted.**

**Outdoor displays and/or dining may require a design review and a permit issued. Please contact our Permit Center to review any specific requirements for your location.**

**Hanging signs have minimum Requirements And require a permit**

**A-Frame signs and lawn signs are not permitted**

**Inflatable objects are not allowed.**

If your business is in a shopping center signage may be subject to a Master Sign Program, which can be reviewed online or at the City's Permit Center.

**Striving to enhance the quality of life for Brentwood residents and business owners.**

Visit our Permit Center for further information, sign and permit requirements or questions at 150 City Park Way, Brentwood (925) 516-5405



## Starting a business in the City of Brentwood

The city of Brentwood strives to enhance the quality of life for our business owners. The City requires that all businesses, professions, trades, vocations, enterprises, establishments, occupations or callings conducting business within the city limits of Brentwood to obtain a business tax certificate. *BMC 5.04.020*

To view the complete information on starting a business in the City of Brentwood, go to the **Community Enrichment** page on the City website.

### BUSINESS REFERENCES

#### City of Brentwood

- Home Occupation (925) 516-5405
- Business License (925) 516-5480
- Police—Pawn Broking, sale of used goods (925) 634-6911

#### Contra Costa County

- Environmental Health Licensing Dept. (925) 692-2500
- Business License for Unincorporated areas (925) 646-4230
- Business Resource Center (Private Industry) (925) 646-5377

#### State

- State Board of Equalization (916) 227-6600
- Dept. of Alcoholic Beverage Control (510) 622-4970
- Better Business Bureau
- Community Care Licensing—Social Services (Child Care and Group Homes) (510) 622-2602  
(510) 238-1000

#### Federal

- IRS, Federal Identification Number (800) 829-1040

### Banner Sign Requirements

- Requires a Temporary Sign Permit.
- Only one banner at a time, per establishment.
- Must be at the site business is located.
- Shall not be mounted on, or project into the public right-of-way.
- Shall only be displayed for a maximum of four time periods each calendar year. A period not running more than 30 consecutive days, with a break of at least 60 days before a banner is displayed again.
- Banners shall not exceed 50 square feet or 10% of building face, whichever is less.
- Banners shall not be illuminated.
- Banners shall be securely fastened on all sides to a permanent on-site structure such as a building, fence or wall.
- Banners shall be constructed of durable and weatherproof materials such as vinyl or woven nylon and shall be continuously maintained in good condition.
- Banner permit applications are available on the City's web site ([www.brentwoodca.gov](http://www.brentwoodca.gov)), under the Planning page.

For more information on networking opportunities with business organizations, consulting, the small business training program, loans and financial incentives, grant programs, or finding a new location for your business, please contact the City of Brentwood's Economic Development Division at (925) 516-5400

or visit the website at [www.brentwoodca.gov](http://www.brentwoodca.gov)

To be listed and possibly have your business spotlighted, check out the

**Better in Brentwood** website:

[www.betterinbrentwood.com](http://www.betterinbrentwood.com)

