

Contact Information*

Mayor	799-3604
Village Trustees	799-3604
Village Administrator.....	799-3604
Village Clerk.....	799-3604
Economic Development	799-3604
Building Inspection	799-3604
Police (non-emergency).....	799-5416
Fire (non-emergency).....	799-5534
Public Works –	
Henry County.....	937-3911
Rock Island County.....	794-9111
Water/Sewer	799-3604
Post Office.....	799-5357

* Area code 309



**Coal Valley,
Illinois
Business
Checklist**



Village of Coal Valley
900 First Street • Coal Valley, IL 61240
(309) 799-3604 • www.coalvalleyil.org

Welcome! This brochure/guide was designed to serve as a reference tool for business development. It contains Village of Coal Valley contact information, as well as information at the county, state, and federal levels.

Frequently Asked Questions

Is my property located within a Tax Increment Financing District (TIF)?

The Village of Coal Valley has one Tax Increment Financing District. See map on back of brochure for areas.

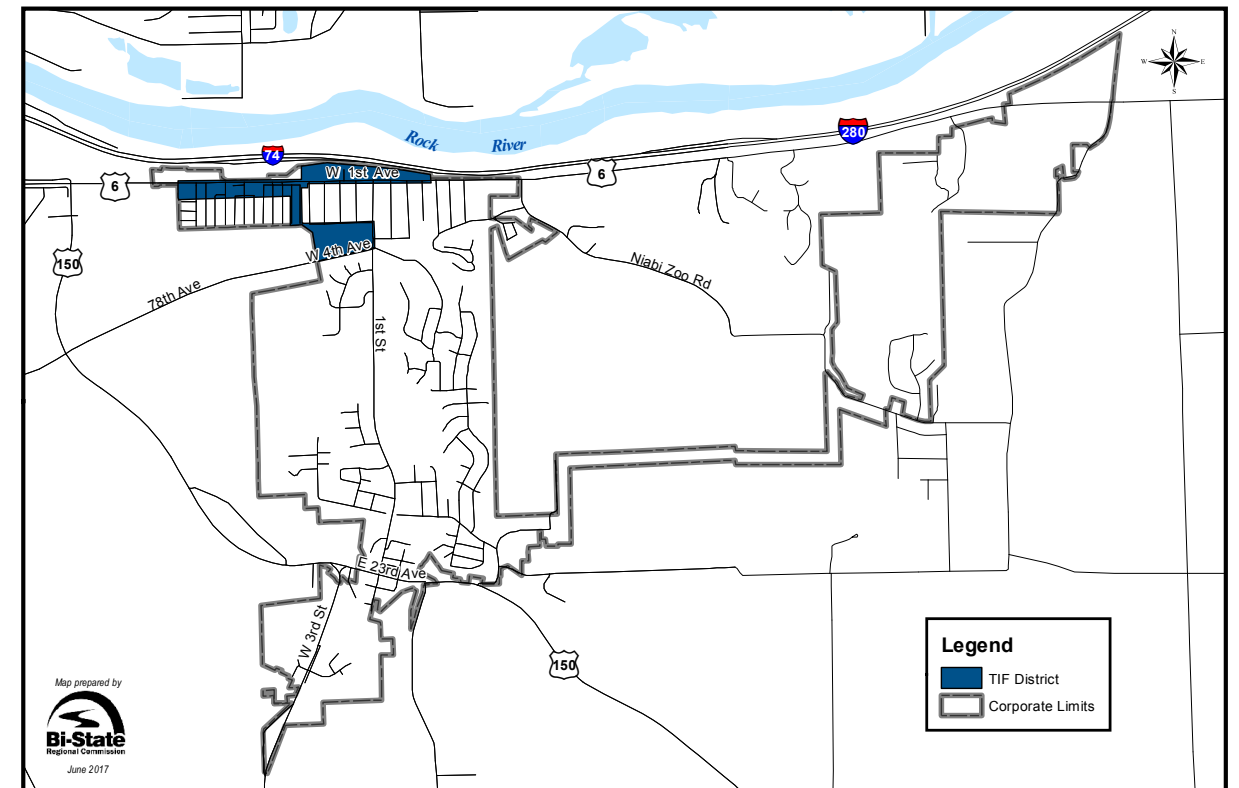
Does the village have incentive programs to assist small business?

The village can assist small businesses with reviewing eligibility for either a sales tax or property tax rebate.

Additional Incentives

Bi-State Regional Commission offers a Revolving Loan Fund (RLF) Program to provide gap financing for business startups or expansions that create or retain jobs. The RLF program targets businesses that cannot obtain full financing because of conventional interest rates and lending/exposure limits applied by local lending institutions. It is intended to provide the funds that complete the financial package by financing the “gap” created by these conditions. The program offers low interest loans to industrial, commercial, light manufacturing, retail and service industries for expansion and development purposes. Funds can be used towards the purchase of fixed assets (land, building, and equipment) and for working capital purposes. The loan is tied to job creation/retention with loan terms of \$7,500 per job (additional dollars per job may be considered with high paying job offering generous benefit packages).

In addition, the State of Illinois offers grants and loans. Information on these programs is available through the Department of Commerce & Economic Opportunity. Go to www.commerce.state.il.us/dceo/Bureaus for more information.





Business Checklist



It's easy to open your business in Coal Valley. The village staff and officials take the time to answer your questions and get you started. This list is designed to be a quick checklist to help you along the way.

Building Permits

A building or structure may not be erected, constructed, enlarged, altered, repaired, moved, improved, converted, or demolished unless a separate building permit has been obtained from the Inspection Division. Building permit fees are based on the valuation of the construction or renovation. For information about building permits call (309) 799-3604.

Change of Use or Type of Occupancy

The Inspection Division is responsible for the regulation of changes of use or occupancy. If the most recent use of the space was for a different type of commercial use, such as converting office space to retail sales, call (309) 799-3604 to discuss whether or not alterations, or zoning change may be required and to arrange an inspection to issue a Certificate of Occupancy.

Coin Operated Game Machines, Video Games, or Pool Tables

A business must apply for a license for coin operated game machines, videos, or pool tables. For applications and more information, contact the Village Clerk at (309) 799-3604.

Construction in Public Right-of-Way

The Public Works Department is responsible for the regulation and inspection of construction in the public right-of-way. For more information regarding construction, such as concrete flatwork or excavation in the public right-of-way, call (309) 799-3604.

Electrical Permits

The Inspection Division is responsible for the regulation and inspection of any installation, alteration, or change of electrical wiring in the village. All individuals need to obtain an electrical permit prior to conducting electrical work. For information about electrical permits, call (309) 799-3604.

Fire Inspection

In a proactive attempt to ensure the safety of structures, the Blackhawk Fire Department will conduct, upon request, a fire inspection of all commercial properties. For more information, call the Fire Chief at (309) 799-3604.

Fuel Tax

The Village of Coal Valley charges a user tax of \$.01 on retail and bulk purchases of motor fuel within the city. (For example, a trucking company with its own fuel tanks would be a bulk fuel user.) See the Village Clerk at the Coal Valley Village Hall for the appropriate forms or call (309) 799-3604.

Garbage Collection

The business is responsible for contracting with a private garbage collection firm to secure a dumpster or garbage pickup. There are several competitive companies that offer this service.

Gas and Electric Service

Electric and natural gas service is provided by MidAmerican Energy. Contact them by calling 1-800-329-6261. If the services have been turned off for one (1) year, contact the Inspection Division for a utility turn-on inspection at (309) 799-3604.

Internet and/or Cable

There are many internet providers in town to meet your needs with phone line, broadband, and wireless connections. Geneseo Communications is the local cable provider.

J.U.L.I.E.

Anytime you plan to dig, whether it's a small or a large construction, please call JULIE (Joint Utility Locating Information for Excavators) 48 hours prior to digging. JULIE will notify the owners/operators of underground facilities who are JULIE members of this planned digging activity, and the areas will be marked. Call 811.

Land Use Regulations

The Village of Coal Valley has zoning and land use regulations in place. If your property needs to be rezoned from residential use to commercial, so a business use can locate there, village staff can assist you with this process. A Zoning Variance is necessary when a proposed development cannot comply with the applicable zoning regulations. For example, problems such as exceptional

narrowness, inadequate depth, or irregular shape would be considered impractical conditions that may require a Zoning Variance.

A Special Use Permit is necessary when a resident wishes to use his/her property for a purpose that is not permitted in a particular zoning district. The procedures used to apply for a Special Use Permit, Zoning Variance, or Rezoning are all very similar. The primary difference is who reviews the application. Applications for a Special Use Permit are reviewed directly by the Village Council. An application for a Zoning Variance is reviewed by the Board of Zoning Appeals (BZA), with the BZA making the final decision. Rezoning applications are reviewed by the Planning Commission with the Village Council making the final decision. For more information on land use regulations or for applications please call the Village of Coal Valley at (309) 799-3604. The Zoning Ordinance is available online at www.CoalValleyil.org under "downloads."

Liquor License

Liquor licenses are required for businesses planning to sell alcohol, wine, or beer. The mayor is the liquor commissioner. For a liquor license application, see the Village Clerk at the Village Hall or call (309) 799-3604.

Mechanical Permits

The Inspection Division is responsible for the regulation and inspection of any design, construction, installation, quality of materials, location, operation, and maintenance or use of heating, ventilating, cooling, refrigeration systems, incinerators, and other miscellaneous heat-producing appliances. All individuals need to obtain a mechanical permit prior to conducting mechanical work. For information about mechanical permits, call (309) 799-3604.

Occupancy Limit

The occupancy limit needs to be visibly posted for most commercial uses. For more information, contact the Fire Chief at (309) 799-3604.

Ordinances

The Village of Coal Valley Code of Ordinances is available online. If you have questions about an ordinance, please contact the Village Clerk at (309) 799-3604.

Parking

For information about required parking for a business, please contact the Inspection Department at (309) 799-3604.

Plumbing Permits

The Inspection Division is responsible for the regulation and inspection of any installation, alteration, or change of plumbing in residential and commercial structures. All individuals need to obtain a plumbing permit prior to conducting plumbing work. For information about plumbing permits, call (309) 799-3604.

Police

Business Watch is a program that is based on the concept of Neighborhood Watch. It involves business owners getting to know each other and working together in an active role to reduce crime in the business community. Employees are training in various areas, such as reporting suspicious activity, shoplifting, and robbery prevention. For more information, please contact the Coal Valley Police Department at (309) 799-5416.

Property Taxes

The Village of Coal Valley is in Coal Valley Township. To learn what your property tax assessment would be, contact the township assessor or visit www.rockislandcounty.org/TaxSearch/disclaimer or hwww.henrycty.com/Departments/Assessments/Online-Mapping-and-Property-Inquiry for a property search.

Sales Tax

The amount of sales tax collected in the Village of Coal Valley is 6.25% for purchases of retail items and services. Call the Department of Revenue at 1-800-732-8866 for tax papers and other tax information.

Signs

A business should submit their new sign for review to the Inspection Division. Please call (309) 799-3604. The sign must comply with the Sign Ordinance, and a permit must be obtained from the Inspection Department.

Water and Sewer

The Public Works Department is responsible for operating many of the water and sewer functions within the village. Water service may be initiated or terminated at the Village Clerk's office at the Village Hall or by calling (309) 799-3604.

Traffic Counts

For a map of daily traffic counts visit the Illinois Department of Transportation at www.gettingaroundillinois.com or Bi-State Regional Commission at (309) 793-6300.