

# Want to Open a Business

## Town of Buchanan Services

Here you will find everything you need to know about permits, business licenses, tax rates, and other government services.

For Services:

Visit: Buchanan Town Hall, 19753 Main Street

Water, Sewer and Garbage Collection -  [\(540\) 254-1212, ext. 1](tel:(540)254-1212)

Town Planning & Zoning -  [\(540\) 254-1212, ext. 3](tel:(540)254-1212)

Buchanan Downtown Revitalization Program -  [\(540\) 254-1212, ext. 4](tel:(540)254-1212)

Dominion Virginia Electric Service-  [\(888\) 667-3000](tel:(888)667-3000)

Verizon Phone Service -  [\(866\) 382-8182](tel:(866)382-8182)

Mail Services - U.S. Post Office -  [\(540\) 254-2178: 19698 Main Street](tel:(540)254-2178)

Cable Television - Shentel -  [\(877\) 743-8538](tel:(877)743-8538)

Volunteer Fire and Rescue Squad - Call: 911. Non-emergency -  [\(540\) 254-1331](tel:(540)254-1331)

## Town of Buchanan Taxes

Due by December 5th

Personal Property Taxes	\$0.32 per \$100.00
Real Estate Taxes	\$0.19 per \$100.00
Tools and Machinery	\$0.10 per \$100.00

## Business and Professional Operators License

Due February 15. Forms may be acquired from the Buchanan Town Hall at 19753 Main Street (540) 254-1212.

License – \$25.00 minimum, based on gross receipts.

License obtained from the Buchanan Town Hall, or, downloaded using the links below. Zoning approval is required first, as well as a Sign Permit from Buchanan Town Hall before placing any signs.

BUSINESS LICENSE -    [2023 BPOL Renewal.docx](#)

SIGN PERMIT - [Sign Permit.pdf](#)

OCCUPANCY TAX FORMS For B&B and Vacation Rentals - [Business License - Occupancy Tax forms.pdf](#)

**Transient Occupancy Tax**

4% Due on the 20th of each month. Forms may be acquired from the Buchanan Town Hall at 19753 Main Street (540) 254-1212.

**Permits & Utility Fees– From Buchanan Town Hall**

Zoning Permit	\$50.00
Sign Zoning Permit	\$50.00
Public Hearing for Zoning Request	\$150.00 plus legal expenses
Renter’s Water Deposit	\$200.00
Water Hook Up	\$2,200.00
Sewer Hook Up	\$2,500.00

**Water, Sewer & Garbage Fees**

Customer are billed monthly and bills are due upon receipt each month – Please set up your account at the Buchanan Town Hall at 19753 Main Street (540) 254-1212.

Renter’s Water Deposit – \$200.00

Property Owner Deposit – \$0.00

## Monthly Charges:

Water, Sewer and Garbage customers are billed monthly for services. Residential Customers are charged \$48.25 for the first 4,000 gallons of water, \$38.25 for sewer, and \$17.00 for garbage pickup. Commercial customers are charged \$50.25 for the first 4,000 gallons of water, \$38.25 for sewer and \$23.00 for garbage. Water and sewer usage over 4,000 gallons per month are charged additional fees.

Water and sewer usage over 4,000 gallons per month are charged additional fees. Out of Town water rates are 1.5 times the base in-Town rate for residential and commercial. Late fee for water, sewer and garbage is \$20.00. If your water is cut off due to lack of payment there will be a \$60.00 Reconnection Fee.

Dumpsters to be located and screened per Town Zoning Ordinance.

### **State Business Tax Forms**

Virginia Department of Taxation – [www.tax.virginia.gov](http://www.tax.virginia.gov)

Virginia Government Business One Stop – [www.bos.virginia.gov](http://www.bos.virginia.gov)

### **Botetourt Chamber of Commerce**

The Chamber offers a voice for issues that affect business both locally and regionally, innovative programming and networking opportunities, <https://botetourtchamber.com>;

### **Roanoke Valley Alleghany Regional Commission (RVARC)**

The Regional Commission helps local governments address regionally significant issues with planning designed to enhance our region's infrastructure, promote our region's economic growth, and improve and sustain our region's quality of life. [www.rvarc.org](http://www.rvarc.org)

### **Roanoke Regional Small Business Development Center**

The mission of the Roanoke Regional Small Business Development Center (RRSBDC) is to promote small business creation, growth, and development by providing professional business counseling at no charge to the client.

The RRSBDC also provides affordable training and informational resources. We assist small businesses, individuals purchasing or selling a business, not-for-profits, and aspiring business owners. We are able to offer these services at no or minimal cost due to the support of our sponsors.

540-632-1174 [www.RoanokeSBDC.org](http://www.RoanokeSBDC.org)

### **Virginia Economic Development Partnership (VEDP)**

VEDP is Virginia's statewide economic development partnership and world-wide marketing organization. Visit this site to download community profiles or to compare Virginia with other potential locations. [yesvirginia.org](http://yesvirginia.org)

### **Virginia Department of Business Assistance (DBA)**

DBA provides workforce training and financing for Virginia businesses. It also manages the online system for business registration and licensing called BUSINESS ONE STOP. This site has answers about taxation, licensing, growth, and development. [dba.state.va.us](http://dba.state.va.us)

### **Small Business Administration (SBA)**

SBA offers a variety of programs and support services to help navigate initial business applications and resources to help after you open for business, including financing, government contracting, and business advocacy. [sba.gov](http://sba.gov)

### **Virginia Western's Workforce Solutions**

Virginia Western's Workforce Solutions designs timely, customized training programs to address the ever-changing opportunities and challenges faced by employers. Based on results of Training Needs Assessments, we design and implement Custom Training Programs to update and improve the skills of your workforce, increase employee engagement, improve company performance and help you achieve organizational goals. Our training can be brought to your work site or you can bring your employees to our training facilities.

<https://www.viriniawestern.edu/workforce/training.php>

**The Advancement Foundation** - [www.roanokesmallbusiness.org](http://www.roanokesmallbusiness.org)

**Virginia Western Community College Entrepreneurship Education & Navigation** - [www.viriniawestern.edu/ramp](http://www.viriniawestern.edu/ramp)

**US Small Business Administration** - [www.sba.gov](http://www.sba.gov)

**Virginia Career Works - Blue Ridge Region** - <https://vcwblueridge.com/>

**Virginia Small Business Financing Authority** - [www.sbsd.virginia.gov/virginia-small-business-financing-authority/](http://www.sbsd.virginia.gov/virginia-small-business-financing-authority/)

**Virginia Community Capital** - [www.vacommunitycapital.org](http://www.vacommunitycapital.org)

**United State Department of Agriculture-Rural Development** - [www.rd.usda.gov](http://www.rd.usda.gov)

**Dabney S. Lancaster Community College** - [www.dslcc.edu](http://www.dslcc.edu)

**SCORE - Roanoke Chapter** - [Roanoke.score.org](http://Roanoke.score.org)

**Virginia Tourism Corporation** - [www.vatc.org](http://www.vatc.org)

**Visit Virginia's Blue Ridge** - <https://www.visitroanokeva.com/>

## **Buchanan Downtown Revitalization Program**

The Town of Buchanan is a Department of Housing and Community Development Commercial District Affiliate.

The Town uses the principles of the Main Street Program's strategy for revitalizing as a guide in its efforts. The four interconnected areas include:

**ORGANIZATION**- The Town of Buchanan Downtown Revitalization Program works to establish consensus and cooperation by building effective partnerships among all stakeholders including property owners, business owners, residents and the Town.

**DESIGN**– The Town of Buchanan Downtown Revitalization Program works to enhance the visual quality of downtown by addressing all design elements to create an appealing environment. From signage, to storefront facades, to interior restoration to product displays, first impressions count in increasing sales and the desirability of downtown as a place to live, shop and invest.

**ECONOMIC VITALITY** – The Town of Buchanan Downtown Revitalization Program works to strengthen downtown’s existing economic assets and fulfill its broadest market potential.

**PROMOTIONS** – The Town of Buchanan Downtown Revitalization Program works to create and market a positive image based on the unique attributes of the Downtown district. Working with our local businesses and area residents, the Town has established a comprehensive Calendar of events. The Town also offers a Cost Share Virginia Logos Grant for Town businesses, contact the Buchanan Downtown Revitalization Program or Town Manager at (540) 254-1212.

## Rehabilitation Tax Credits

**Information about State Rehabilitation Tax Credits:**

[https://dhr.virginia.gov/tax\\_credits/tax\\_credit.htm](https://dhr.virginia.gov/tax_credits/tax_credit.htm)

**Information about Federal Historic Preservation Tax Credits:**

<https://www.nps.gov/history/hps/tps/tax>

**Planning Successful Rehabilitation Projects:**

[www.nps.gov/history/hps/tps/tax/guidance.htm](http://www.nps.gov/history/hps/tps/tax/guidance.htm)

**National Trust for Historic Preservation:** [www.preservationnation.org](http://www.preservationnation.org)

## Western Region Preservation Office

(serving Southwest Virginia and the Lower Piedmont)

962 Kime Lane

Salem, VA 24153

[Map & Directions](#)

Phone: (540) 387-5443

Fax: (540) 387-5446

Contact:

Michael.Pulice [at] dhr.virginia.gov (*Michael Pulice*)

## Buchanan Receives 2019 Governor's Community Business Launch Grant



Governor Northam presents Town of Buchanan with Grant Check. Pictured left to right: 19th District Delegate Terry Austin, Secretary of Commerce and Trade Brian Ball, Governor Ralph Northam, Town Manager Jason Tyree, Buchanan Mayor Craig Bryant)

With the recent award (September 2019) of the Governor's Community Business Launch Grant and the new partnership with the Advancement Foundation to align with the

Gauntlet Business Program and Competition, there has never been a better time to start a new business in downtown Buchanan! New entrepreneurs are encouraged to take part in The Gauntlet Business Competition where you get great business guidance, meet mentors and have the opportunity to WIN cash and In Kind services to help start your new business in downtown Buchanan! For additional information about the Gauntlet Business Competition call the Buchanan Town Hall at (540) 254-1212 or call the Advancement Foundation at (540) 283-7062.