

**CHAPTER 17**  
**BUSINESS REGISTRATION**

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4-17-1: DEFINITIONS – Certain words and phrases used in this Chapter are defined as follows

ENGAGING IN BUSINESS - the practice of engaging in commerce with the object of gain, profit, benefit, or advantage.

FIRE CODE - the International Fire Code, as currently adopted by the City.

FIRE CODE PERMIT – A permit issued by the Idaho Falls Fire Department pursuant to the requirements of the Fire Code.

4-17-2: REQUIREMENT TO REGISTER BUSINESSES REQUIRING A FIRE CODE PERMIT: Any person, partnership, corporation, or other legal entity intending to engage or actually engaging in any business which requires a Fire Code Permit shall register with the Clerk. Registration shall be valid for a consecutive period of twelve (12) months. Separate registrations shall be required for each outlet, branch, location, or place of business within the City that requires a Fire Operational Permit.

4-17-3: REGISTRATION FORM: The Clerk shall prescribe a registration form. The registration form shall include, at a minimum,

- (A) the registered business owner’s name, email address, and residential and emergency phone numbers,
- (B) the name of the registered business,
- (C) the specific Fire Code Permit required by the registered business,
- (D) the form of the registered business (i.e. sole proprietorship, partnership, or corporation),
- (E) the street address of the registered business,
- (F) name, telephone number, and email address for the registered business’s contact person (if other than the business’s owner),
- (G) the zoning of the property on which the registered business will be conducted,
- (H) provide a copy of the registered businesses Certificate of Fire Insurance,
- (I) the registration’s expiration date, and
- (J) any other information deemed by the Clerk to be necessary to keep an accurate registry of businesses.

The Clerk shall also prepare a description of the businesses which require a Fire Operational Permit and shall publish the description on the City's website and maintain a copy for public inspection in the Clerk's office.

4-17-4: BUSINESS REGISTRATION FEE: All businesses required to register under this Chapter shall pay an registration fee in an amount set from time to time by Resolution of the Council at the time of registration.

4-17-5: RENEWAL: Prior to expiration of a business's registration, all businesses required to register under this Chapter must renew the business registration by confirming with the Clerk that the registration on file is current and pay a registration fee set from time to time by Resolution of the Council.

4-17-6: REGISTRATION NONTRANSFERABLE: No business registration issued pursuant to this Chapter shall be automatically transferred to a new owner. A new business registration shall be required in the event of a change in business ownership.

4-17-7: DUTY TO UPDATE LOCATION: In the event that a registered business relocates from its registered location, a business owner shall be required to contact the Clerk and update the business's registration with the new location. There shall be no fee imposed for updating a registered business's location.

4-17-8: EXEMPTIONS: The requirements of this Chapter shall not apply to any governmental entity.

4-17-9: FAILURE TO REGISTER: Any person or entity which

(A) fails to register a Business requiring a Fire Code Permit,

(B) provides a false statement contained in the registration, or

(C) otherwise fails to comply with the requirements of this Chapter

shall be guilty of a misdemeanor, punishable by a fine set from time to time by Resolution of the Council or imprisonment for not more than one (1) year, or by both such fine and imprisonment for any single violation. (Ord. 3296, 2-13-20)