

# 1<sup>st</sup> STOP CHECKLIST: DOCKING FACILITY/MARINA

## REQUIREMENTS & REGULATIONS

- [] Permission to build a docking facility or marina must be granted by the **U.S. Army Corps of Engineers** before the facility is built. For more information, contact the **Regulatory Branch** at **(202)761-8560**. Information can also be found on-line at [www.lrl.usace.army.mil](http://www.lrl.usace.army.mil). ***\*Remember to check local government agencies\****
- [] Generally, a marina is a “boat basin that has docks or mooring for seven or more watercraft” (**Ohio Revised Code (ORC) Section 3733.21**). For specific definitions, see ORC Sections 3733.21-3733.30. The ORC can be found in your local library or on-line at <http://codes.ohio.gov/orc>.
- [] Marinas are inspected and licensed by the **Ohio Department of Health**. Contact the **Marina Program** at **(614) 466-1390**. Information is also on-line at [www.odh.ohio.gov](http://www.odh.ohio.gov) ***\*Remember to check local government agencies\****
- [] If motor fuel will be sold, contact the **State Fire Marshal** at **(614) 752-8200** for specific information about rules governing the equipment, operation and maintenance of filling stations. Information is on-line at [www.com.state.oh.us/fire](http://www.com.state.oh.us/fire). ***\*Remember to check local government agencies\****
- [] The **Ohio Environmental Protection Agency (EPA)** also regulates motor fuel stations. For permit and regulation information, contact the Ohio EPA at **(800) 686-2330 or (614) 644-3020 for general inquiries or (800) 329-7518 for the Office of Compliance Assistance and Pollution Prevention**. The Ohio EPA is also on-line at [www.epa.state.oh.us](http://www.epa.state.oh.us). ***\*Remember to check local government agencies\****
- [] Information about required instructional signs for gasoline dispensing equipment can be found in **Ohio Revised Code (ORC) Sections 3741.13-3741.99**. The ORC can be found in your local library and on-line at <http://codes.ohio.gov/orc>
- [] Motor fuel dealers must pay a tax on motor fuel. You need a *motor fuel dealer’s license* from the **Ohio Department of Taxation**. Contact the **Motor Fuel Tax Section** at **(614) 466-3503**. Information is also available on-line at <http://www.tax.ohio.gov>.
- [] Weighing and measuring devices must be inspected. Contact the **Ohio Department of Agriculture’s Division of Weights and Measures** at **(614) 728-6290** or **YOUR COUNTY AUDITOR**. ***\*Remember to check local government agencies\****

## DOCKING FACILITY/MARINA CONTINUED

- [] If there will be a convenience store, contact the **Ohio Department of Agriculture's Division of Food Safety** at **(614) 728-6250** for permit information. Information is also on-line at [www.ohioagriculture.gov](http://www.ohioagriculture.gov). ***\*Remember to check local government agencies\****
- [] If there will be a restaurant, contact your **local health department**. ***\*Remember to check local government agencies\****
- [] If you will sell alcohol, you must have the appropriate permit. Contact the **Ohio Department of Liquor Control** at **(614) 644-2360** for more information. Information is also on-line at <http://www.com.ohio.gov/liqr/>. ***\*Remember to check local government agencies\****
- [] If you will sell any tobacco products, contact **YOUR COUNTY AUDITOR'S OFFICE** and the **OHIO DEPARTMENT OF TAXATION**. ***\*Remember to check local government agencies\****
- [] If you will sell lottery tickets, contact your regional Lottery Commission Office. Information is available on-line at [www.ohiolottery.com](http://www.ohiolottery.com). ***\*Remember to check local government agencies\****
- [] If you will make any retail sales, you must have a **VENDOR'S LICENSE** from **YOUR COUNTY AUDITOR'S OFFICE**. ***\*Remember to check local government agencies\****
- [] If you have questions about sales tax, contact the **OHIO DEPARTMENT OF TAXATION** at **(888) 405-4039** for **Business Tax Assistance**; **888-405-4089** for **Tax Registration**; or **(800) 282-1782** for the **Forms Request Line**. Information is also on-line at <http://www.tax.ohio.gov>.

**For more help, contact your local Small Business Development Center (SBDC).**

[www.ohiosbdc.ohio.gov](http://www.ohiosbdc.ohio.gov)

**\*REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES\***

**THIS CHECKLIST IS ABOUT STATE REQUIREMENTS.**

NAICS 4883/16