

Guide to Starting a Business in La Pine

If you are starting a new business in or relocating an existing business to La Pine, you may have questions about what is required in order to get started and what services are available to assist you.

Your first step in starting a business in La Pine Oregon begins with a business plan, research and preparation. If you would like to have personal assistance with this step, contact The Small Business Development Center [Central Oregon SBDC](#) at Central Oregon Community College can assist you with business planning and conducting market research. They can help navigate the registration process, create a business plan, explore financing options and assist with a breadth of other tasks related to starting your business.

Location, Location, Location

Information for Oregon business registration, business tax numbers, insurance, permits & licensing, hiring and employer obligations including, checklists and forms for every step can be found at the [Business Portal](#).

The City of La Pine web site provides information on business resources available in the community. The [Sunriver La Pine](#)



[Economic Development Office](#), in collaboration with EDCO can assist you with identifying available commercial/industrial sites and buildings, navigating the planning and

construction process, and identifying programs and resources to assist you in facilitating your project.

Economic Development for Central Oregon has a list of resources [EDCO Business Incentive Resources](#) where you will find information on incentives available, along with other economic development services.

The La Pine Chamber has a business resource section that also provides information on economic development services available. [La Pine Chamber](#)

The City of La Pine requires an annual business license for businesses operating and/or doing work within the city limits. If your business is located in the La Pine Rural Fire District, you will also need to complete a Fire District Inspection Checklist. If you have any questions, contact the city at (541) 536-1432 [Business License Program](#)

Construction or Renovation Projects

The City of La Pine Development Code regulates the types of uses that are permitted for all properties in the city limits. If you do not have a location for your business, you will need to know which zoning districts to search. If you have a location selected, you should ensure that the use that you are proposing is permitted before you sign a lease or purchase agreement. [La Pine Development Code](#)

Land Use Review

The first step in the process is to contact the planning department to discuss the proposed project and set up a time for a pre application review. [Land Use Fee Schedule](#) The land use review and approval process can take up to 120 days. The city can also discuss system development charges (SDC) at this time, as they may relate to your development.

Contact Information:

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Alexa Repko, La Pine Assistant Planning Director
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Deschutes County Building Department
(541) 388-6574 cdd-webmaster@deschutes.org

Jacob Obrist, La Pine Public Works Manager
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Jamie Kraft, La Pine City Recorder
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Patricia Lucas, Sunriver La Pine Economic Development Director
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Interior/exterior building renovations or new construction

Once you have selected your property and know that the proposed use is allowed, contact Deschutes County to determine what building permits are required. [Deschutes County Building Permits](#) The time required for the approval process can vary, depending on the project proposed.

La Pine Storefront Improvement Program

The La Pine Storefront Improvement Program offers grants on a reimbursement basis, as follows:

- 20% match required for grants up to \$5,000
- 50% match required for grants from \$5,001 - \$20,000

The storefront improvement program offered by the La Pine Urban Renewal Agency, partners with property owners and businesses to enhance the exterior of buildings clearly visible from the street by offering design and construction assistance. This partnership will help the La Pine Business District revitalize and become more inviting to customers and residents. Eligible businesses must be located within the downtown overlay zone area. Please contact the La Pine City Planning Department for the application and program details.

La Pine Forgivable Loan Program

The La Pine Forgivable Loan Program provides funds for buildings and/or equipment to eligible businesses that will be creating at least three full-time equivalent jobs within two years. Please contact the Sunriver La Pine Economic Development Director for an application and program details.

The flow chart below recaps the items explained above:

Steps

Resources

