

OCCUPATIONAL TAX LICENSES

Every person who is engaged in business, trade, a profession, or occupation in the City of St. Marys is required to have an Occupational Tax license. Fees are determined by the number of full and part-time employees of the business.

Businesses that have no physical location in the City of St. Marys, but are located inside the state of Georgia, will need to obtain a license from the county or municipality where your business office is located.

Businesses who are located outside the state of Georgia, with no physical location in Georgia, should obtain first a business license in the Georgia jurisdiction in which they conduct the most business. If that is St. Marys, you will need to complete the application and submit a copy of the GA state license if required.

VISIT US ON THE CITY
WEBSITE!

www.stmarysga.gov →

Departments → Planning &
Building → Occupational Tax
Licenses.

CITY OF ST. MARYS COMMUNITY DEVELOPMENT DEPARTMENT

418 OSBORNE STREET
ST. MARYS, GA 31558
(912) 510-4032

DIRECTOR: JEFFREY S. ADAMS, PHD



CITY OF ST. MARYS

COMMUNITY DEVELOPMENT DEPARTMENT

OCCUPATIONAL TAX LICENSES



418 Osborne Street, St. Marys, GA 31558

ST. MARYS COMMUNITY DEVELOPMENT DEPARTMENT OCCUPATIONAL TAX LICENSE PROCESS

The Application

Apply for Occupational Tax License, a business license, at the Community Development Department, located at City Hall or on-line at www.stmarysga.gov

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Is the business a home office with no intention of serving on-site customers, storing goods or working with materials or processes that are objectionable to neighbors?

No

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Is your intended business, its use, a permitted use in the zoning district you wish to locate? Please ask the Community Development Department if you don't know your

Yes

No

PC Review

If it is not, you may require a Special Use permit, which can be found on-line. Special Use permits are reviewed by the Planning Commission and approved by the City Council.

No

If the Special Use or COA is denied, you have the right to appeal the decision.

Denied

Yes

Council Review

The City Council meets every first and third Mondays in Council Chambers at 6:00PM. City Council will have the final review of any Special Use Permit and will hold specially scheduled meetings to hear any appeals of Planning Commission decisions.

Yes

Administrative Review

Applications are reviewed by the CDD, Building, Fire, Finance & Public Works Departments. You will be notified if more materials are need for the approval.

Yes

Yes

Congratulations!

Your Occupational Tax License is Issued!

You will be notified and you can pick it up from the Community Development Department.

Occupational Tax Licenses are renewed yearly.

The Community Development Department , 418 Osborne Street, St. Marys, GA 31558, would like to work with anyone who would like to open a business in St. Marys, as early in the process of forming their business. We have partners that can help start a business, expand or relocate a business. We are here to help.

Please contact us at www.stmarysga.gov or by calling 912.510.4035.