



City of Pacific



A Guide

August 2025

to opening a business in Pacific, Missouri

Pacific City Hall

300 Hoven Dr, Pacific, MO 63069

636-271-0500

www.pacificmo.gov

EMAIL twilson@pacificmo.gov



Welcome to Pacific, MO!

Thank you for choosing the City of Pacific as a potential location for your business. We are here to serve you and make your "opening experiences" with the City as smooth as possible. Information from the City of Pacific, Franklin/St. Louis Counties and the State of Missouri is provided in this Guide, as well as many other helpful resources. The City can help with a range of resources to assist you, including property search, demographics, tax rates, financing options, local marketing opportunities and more. For detailed information, inquire with the Economic Development Director at City Hall, phone (636) 271-0500 ext. 216 or email twilson@pacificmo.gov.

Contacts

City of Pacific

300 Hoven Dr
Pacific, MO 63069
636-271-0500
City Hall is open M-F from 8am-5pm
www.pacificmo.gov

Board of Aldermen meetings are held on the first and third Tuesdays of each month at 7pm. Planning and Zoning meetings are held on the second and fourth Tuesday of each month at 7pm (as needed). Both are held at City Hall.

Public Works

314-486-1375

Police Department

(non-emergency) 636-257-2424
(Emergency) 911

Pacific Fire Protection District

910 W Osage St, Pacific, MO 63069
636-257-3633

Meramec Ambulance District

429 E Osage St, Pacific, MO 63069
636-451-5816

Current Mayor and Board of Aldermen Contact Information

Mayor Heather Filley

314-578-5143 hfilley@pacificmo.gov

Ward 1:

Karla Stewart- 636-283-0049
kstewart@pacificmo.gov

Rafael Madrigal- 510-691-4362
rmadrigal@pacificmo.gov

Ward 2:

Tyler Hoven- 636-667-5713
t.hoven@pacificmo.gov

James Cleeve- 636-686-0006
jcleeve@pacificmo.gov

Ward 3:

Scott Lesh- 636-393-8121
slesh@pacificmo.gov

Debbie Kelley- 636-751-7354
dkelley@pacificmo.gov



Pacific Area Chamber of Commerce

142 W St. Louis St, Pacific, MO 63069
636-271-6639
exdir@pacificchamber.com

Pacific Partnership (Downtown Mainstreet Organization)

director@pacificmo.gov

Utilities

City of Pacific is served by multiple utility companies.
This may not be a complete list of what is available.

AmerenUE

www.ameren.com or
800-552-1583

Spire (formerly Laclede Gas)

www.spireenergy.com or
800-887-4173

AT&T

www.att.com or
800-499-7928

Charter Spectrum

www.spectrum.com or
855-707-7328

Bays ET High Speed Internet

www.bays-et.com or
(636) 334-9353

City of Pacific Water and Sewer

636-271-0500 ext 215

Waste Connection

www.wasteconnections.com or
636-321-2100

Huffmeier Trucking

636-271-9855

Public Water District 3

hwww.franklincountywater.com/
636-742-5200

Regional Partners

US Small Business Administration (SBA) – The SBA provides financial, managerial, and technical assistance for entrepreneurs and businesses. www.sba.com

SCORE – St. Louis SCORE offers free business counseling, resources, and low-cost workshops. If you're starting a business, preparing for a loan, or have existing business issues or opportunities, SCORE mentors can help. stlouis.score.org

Missouri Division of Workforce Development – Offers job posting opportunities, technical training and workshops for employees. jobs.mo.gov/employer

St. Louis Economic Development Partnership – Provides an array of technical and financial incentives and assistance to companies and businesses of all sizes. www.stlpartnership.com

Missouri Department of Economic Development – Offers a variety of resources (training, data research, financial, etc.) aimed to help you start your business in Missouri. www.ded.mo.gov

Jefferson Franklin Community Action Corporation's Small Business Resource Center
Provides resources for existing and new businesses in the Jefferson and Franklin Counties. www.jfcac.org/sbrc.html

Location, Location, Location...

Before signing a lease or purchasing a building/site, make certain your intended use is compatible with the City of Pacific Zoning Code (found at www.pacificmissouri.com). In some cases, the type of business may require an amendment to that property's site-specific ordinance, or a Conditional Use Permit (CUP), each including a multi-step review and public hearing process that may take approximately 2-3 months in addition to the building permit process.

Before executing a lease (or contract) for a specific location, we recommend scheduling a preliminary review meeting with our Economic Development Director at twilson@pacificmo.gov or 636-271-0500 ext 216.

State and County Requirements

In addition to the requirements of the City of Pacific, the State of Missouri, St. Louis County, and Franklin County also have requirements that may apply to your business.

- **Missouri Department of Revenue** – Requires registration for various business taxes, including sales tax, vendor's use tax, consumer's tax, withholdings tax, unemployment tax, and more. www.dor.mo.gov/business/register or (573) 751-5860
- **Missouri Department of Health and Senior Services** – Provides regulations for long-term care facilities, day cares, etc. health.mo.gov or call 573-751-6400
- **Missouri Division of Liquor Control** – If you obtained a City liquor license, you will also need to apply for a State of Missouri Liquor License. www.atc.dps.mo.gov or (314) 877-0324
- **Franklin County Liquor License** - If you obtained a City of Pacific liquor license, you would also need to apply for a Franklin County Liquor License (after contacting the State). For more information call (636) 583-6355.
- **St. Louis County License Division** – If you obtained a City of Pacific liquor license, you would also need to apply for a St. Louis County Liquor License (after contacting the State). For more information call (314) 615-4217.
- **St. Louis County Department of Public Health** – If you are opening a new food establishment (restaurant, café, etc.), you will need to obtain all necessary permits from the St. Louis County Department of Public Health. Information can be found at www.stlouisco.com/HealthandWellness/Health/InstrOpenFoodEstablishment or by calling (314) 615-8900.
- **Franklin County Health Department** - Food service establishments located within Franklin County must have an inspection approval from the Franklin County Health Department. To schedule an inspection, call 636-583-7300.

New Business Checklist

The following checklist summarizes the steps that are encouraged and/or required in order to open a business in the City of Pacific. It is important to note this list is not exhaustive and other requirements may apply. The City of Pacific is available to assist you, so please call or come in to discuss your plans, if you have any questions. For those already familiar with the City's process, this checklist is still a good way to make sure you have covered all your bases. This document is intended to be a resource for personal use and does not guarantee the City will grant a business license.

- Have you received a copy of this Guide to Opening a Business in the City of Pacific, Missouri?
- Have you set up an in-person meeting with the Economic Development Director to review your location and its zoning classification?
- Have you confirmed that the zoning and available parking on site are suitable?
- If you are planning to build or make renovations to an existing building, have you obtained a Building Permit?
- Have you had your location inspected by the Pacific Fire Protection District?
- Have you applied for a Sign Permit?
- Have you applied for a Certificate of Occupancy (or Re-Occupancy)?
- Have you contacted/registered with required Federal, State and County government agencies?
- Have you applied for a Business License with City of Pacific?

CONGRATULATIONS!

You are now ready to open your business in Pacific, MO. Be sure to contact our Economic Development Director at twilson@pacificmo.gov with any questions or concerns. You can also find more information on our website at www.pacificmo.gov.

Thank you for choosing Pacific, MO!

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