



City of Temple City
Community Development Department

BUSINESS LICENSE APPLICATION

BUSINESS INFORMATION

Business Name: _____
Corporation Name: _____
Business Address: _____
Mailing Address: _____
Business Phone: _____ Fax: _____
Email: _____ Website: _____
Business Description: _____
Leased Square footage: _____
Previous Use: _____

ADDITIONAL INFORMATION

Type of Ownership: Sole Proprietor _____ Partnership _____ LLC _____ Corporation _____
Federal ID Number/SSN: _____ State Employee ID Number: _____
State License: _____ Type: _____ Expiration: _____
Sellers Permit: _____ Employees _____

STORM WATER DISCHARGE COMPLIANCE

Sections 16000.3 and 16100.3 of the California Business and Professions Code and section 13383.10 of the California Water Code require some businesses to have a stormwater permit. All businesses must provide their SIC Code. Businesses in some SIC categories must provide additional information.

SIC Code: _____
WDID Application: _____ WDID Permit: _____
No Exposure Certification: _____ Notice of Non-Applicability: _____

BUSINESS OWNER INFORMATION (ATTACH LIST FOR ADDITIONAL OWNERS)

Name: _____ Title: _____
Address: _____
California Driver's License: _____ SSN: _____
Phone Number: _____ Email: _____
Name: _____ Title: _____
Address: _____
California Driver's License: _____ SSN: _____
Phone Number: _____ Email: _____

PROPERTY OWNER INFORMATION

Name/Management Company _____
Address: _____
Phone Number: _____ Email: _____
Signature: _____

DISABILITY ACCESS INFORMATION

UNDER FEDERAL AND STATE LAW, COMPLIANCE WITH DISABILITY ACCESS LAWS IS A SERIOUS RESPONSIBILITY THAT APPLIES TO ALL CALIFORNIA BUILDING OWNERS AND TENANTS WITH BUILDINGS OPEN TO THE PUBLIC. YOU MAY OBTAIN INFORMATION ABOUT YOUR LEGAL OBLIGATIONS AND HOW TO COMPLY WITH DISABILITY ACCESS LAWS BELOW:

DIVISION OF THE STATE ARCHITECT: www.dgs.ca.gov/dsa/home.aspx **DEPARTMENT OF REHABILITATION:** www.rehab.cahwnet.gov/ **CALIFORNIA COMMISSION ON DISABILITY ACCESS:** www.cdda.ca.gov

CONDITIONS OF AGREEMENT

A Business License is issued to the business owner providing a proposed use is permitted and all general requirements, applicable regulations, and conditions of approval are satisfied. A business must carry a valid Temple City Business License prior to operation. All approved Business Licenses are subject to any applicable requirements pursuant to the Temple City Municipal Code (TCMC). The Business License expires December 31st of each year. A courtesy renewal notice will be sent however, fees are still due even if the notice is not received. Failure to pay an annual license tax when due, the license collector shall add a penalty of ten percent of said license tax on the thirtieth day of each month after the due date thereof.

Initial here _____

Under the provisions of Section 3700 of the California Labor Code, I am required to carry Workers Compensation insurance for my employees at all times. I hereby certify that I will carry Workers Compensation insurance for my employees at all times.

Initial here _____

I understand that all business sites are required to abide by the requirements set forth in TCMC such as but not limited to the following: post no smoking signs (TMC Section 3-2C) at the business site, be free of chipped/stained paint, maintain adequate landscaping, be free of trash and debris, and maintain your business site in a clean and orderly manner. All businesses are subject to reevaluation by the City at any given time. Should the City make the findings that any given business is in violation of TCMC, a Community Preservation Officer carries the authority to issue a Notice of Code Violation or citation if deemed necessary regardless of business license status.

Initial here _____

I declare under penalty of perjury that the information contained herein is true and correct to the best of my knowledge and belief. As a condition for the issuance of the certificate applied for, I must agree to submit any additional information that may be required; conduct all phases of this business in accordance with regulations established for such business and to maintain all personnel, vehicles, and/or equipment that may be used in connection therewith, in conformance with all applicable laws, ordinances, and regulations.

Initial here _____

Signature: _____

Date: _____

Name (print or type): _____

Phone: _____

FOR OFFICE USE ONLY

Business License: \$	_____	Amount Received: \$	_____	Planning:	_____
Employee/Owner: \$	_____	Payment Type	_____	Building & Code:	_____
Background: \$	_____	Receipt:	_____	Business License:	_____
CAsp Fee: \$	_____	Date:	_____	Comments:	_____
Total: \$	_____	File/Resolution:	_____		_____



COUNTY OF LOS ANGELES FIRE DEPARTMENT FIRE PREVENTION DIVISION

5200 Irwindale Avenue #210

Irwindale, CA 91706

626-430-3050

Form 30 (5/25)

NOTICE TO PROSPECTIVE BUSINESSES STATEMENT OF INTENDED USE

Various processes and situations in commercial and industrial establishments can create fire and life safety hazards. In order to provide a reasonable degree of safety to life and protection of property, specific requirements have been established in the Fire, Building, and Life Safety Codes. To help us assess what particular laws apply to your business, please provide the following information:

PART I – Building Information

Business Name: _____

Business Address: _____

Number of Buildings: _____ Type of Construction: _____ Square footage: _____

PART II – Questionnaire

	YES	NO
1. Will you have over 500 square feet of <u>high-piled combustible storage</u> ? (> 12' or > 6' for High Hazard Commodities) See Part V of this form for more information.	☐	☐
2. Will you be storing more than 2500 cubic feet of miscellaneous <u>combustible materials</u> ?	☐	☐
3. Will you store, transport on site, dispense, use, or handle <u>hazardous materials</u> ? (FC Table 105.6.20)	☐	☐
4. Will you store, handle, use, apply, or dispense <u>flammable or combustible liquids or powder coating</u> ?	☐	☐
5. Will you store, handle, or use <u>compressed gases including liquefied petroleum gases</u> ? (FC Table 105.6.8)	☐	☐
6. Will you produce, store, handle, or transport onsite <u>cryogenic fluids</u> ? (FC Table 105.6.10)	☐	☐
7. Will you store, use, or handle <u>radioactive materials</u> more than 1 microcurie or any amount that requires a permit from The Nuclear Regulatory Commission?	☐	☐
8. Will you store or handle more than 25 lbs. of <u>pyroxylin plastics</u> or use any such material in a manufacturing process?	☐	☐
9. Will you melt, cast, heat treat, or grind more than 10 lbs. of <u>magnesium or other combustible metals</u> ?	☐	☐
10. Will your store or handle an aggregate quantity <u>aerosol product</u> in excess of 500 lbs. net weight?	☐	☐
11. Will you manufacture more than one gallon of <u>organic coating</u> per day?	☐	☐
12. Will you store, handle, sell, or use any <u>model rocket engines, pyrotechnic materials, or fireworks</u> ?	☐	☐

	YES	NO
13. Will you have a <u>refrigeration</u> system with >220 lbs Group A1 or 30 lbs of any other refrigerant?	☐	☐
14. Will you store or handle loose <u>combustible fibers</u> in excess of 100 cubic feet?	☐	☐
15. Will you install or operate a stationary <u>lead-acid battery system</u> with more than 100 gallons of liquid capacity?	☐	☐
16. Will you conduct fruit or crop ripening operations using <u>ethylene gas</u> ?	☐	☐
17. Will you <u>produce combustible dust</u> ?	☐	☐
18. Will you operate a <u>place of assembly</u> (drinking, dining, or gathering) with a single room occupant capacity of 50 or more people?	☐	☐
19. If YES to #18, Will you have <u>liquid or gas fueled vehicles or equipment</u> ; use <u>open flames or candles</u> ; or store, use, or handle <u>cellulose nitrate film</u> in an assembly occupancy?	☐	☐
20. Will you operate a <u>carnival or a fair, or an amusement, covered mall, exhibit or trade show building</u> ?	☐	☐
21. Will you use <u>dry cleaning equipment</u> ?	☐	☐
22. Will you operate an <u>industrial baking oven, or a power coating or spray finish booth or room</u> ?	☐	☐
23. Will you be conducting <u>welding, cutting, or other hot work operations</u> ?	☐	☐
24. Will you be using <u>open-flame devices including torches, candles, lanterns, or portable cooking appliances</u> ?	☐	☐
25. Will you conduct any form of <u>open burning, or create a bonfire, rubbish, or recreational fire</u> ?	☐	☐
26. Will you be conducting activities or creating a condition near a <u>hazardous fire area</u> (wildfire area) that could accidentally ignite a wildfire?	☐	☐
27. Will you have a <u>lumber yard or woodworking plant</u> which stores or processes 100,000 board feet of lumber?	☐	☐
28. Will you store <u>wood chips, hogged material, lumber, or plywood</u> in excess of 200 cubic feet?	☐	☐
29. Will you conduct any <u>fumigation or thermal insecticidal fogging</u> operations?	☐	☐
30. Will you operate an <u>auto wrecking, waste handling, or commercial rubbish handling facility</u> ?	☐	☐
31. Will you <u>remanufacture tires</u> or store over 2,500 cubic feet of tires or <u>tire byproducts</u> ?	☐	☐
32. Will you operate a <u>repair garage</u> or <u>fuel dispensing facility</u> for automotive, marine, or fleet equipment?	☐	☐
33. Will you perform <u>floor finishing</u> over 350 sq ft using Class I or II liquids?	☐	☐
34. Will you operate a <u>temporary sales lot</u> for the sale of Christmas trees or pumpkins?	☐	☐
35. Will you install or use any type of <u>temporary membrane structure, tent, or canopy</u> ?	☐	☐
36. Will you conduct any <u>motion picture, television, commercial, or related film production</u> ?	☐	☐
37. Will you be removing or using a <u>privately owned fire hydrant</u> ?	☐	☐

PART II – Questionnaire continued...

YES NO

38. Is your building equipped with automatic fire sprinklers?

☐ ☐

If YES provide the following information: (*The following information can usually be found on the main sprinkler system riser for each system or the Fire Department Connection (FDC) or can sometimes be obtained from the property owner.*)

a) Date of last fire sprinkler system testing or maintenance as per CCR Title 19 (recorded on State Fire Marshal Forms AES 1-9): _____

b) Below is a list of common types of sprinkler systems. Complete the information for the type of system installed in your building:

♦ **CALCULATED:** _____ GPM/SqFt _____ Design Area (i.e. .3/3000)

♦ **PIPE SCHEDULE (non-calculated):** ____ Light Hazard ____ Ordinary Hazard ____ Extra Hazard

♦ **EARLY SUPPRESSION FAST-RESPONSE (ESFR):** _____ PSI ESFR K Factor _____

c) Is the sprinkler system electronically supervised? If YES, then:

☐ ☐

Fire sprinkler alarm monitoring company: _____

39. Is your building equipped with a standpipe system (fire hose or fire hose connections)? If YES:

☐ ☐

a) Type and location: _____
(Certification information can usually be found on labels on the main standpipe system riser for each system)

b) Date of last standpipe system testing or maintenance as per CCR Title 19 (recorded on State Fire Marshal Forms AES 1-9): _____

40. Is your building equipped with any other type of manual or automatic fire extinguishing system? (*Halon, Clean Agent, FM-200, Kitchen Hood System, Spray Booth*) If YES then:

☐ ☐

a) Type and location: _____

b) Date of last automatic extinguishing system testing or maintenance as per CCR Title 19 (recorded on State Fire Marshal Forms AES 1-9): _____

41. Is your building equipped with a manual or automatic fire alarm system? If YES, then: (*smoke detector, heat detector, or manual pull*)

☐ ☐

a) Date of last alarm system test: _____

b) Is the fire alarm system electronically supervised? If YES:

☐ ☐

Fire alarm monitoring company: _____

42. Maximum number of employees working at one time: _____

43. Hours of operation: _____ To _____

44. Describe the method of disposing of combustible or hazardous waste materials:

PART III – Intended Use Statement

1. **SUBMIT A LETTER:** Submit a signed, legible letter (preferably typewritten and on your company's letterhead) stating your intended use for the property. In the letter, describe the materials you will be storing and using on the property. Explain the method of storage (e.g., racks, pallets), storage dimensions, and where the materials will be located on the property. Describe how you will be using the materials. Provide details to any item(s) marked "yes" in Part II and explain any planned alterations to the building. **(See attached example).**
2. **SUBMIT SITE PLAN / FLOOR PLAN:** Submit a site plan drawn to a rough scale showing the property size and location, building size, and location on the property, both in square feet. Show all exit doors, fire extinguishers, fire hose cabinets, special fire or life safety systems, and any item(s) marked "yes" in Part II. **(See attached example).**

PART IV – Hazardous Materials Non-Handler Declaration:

HAZARDOUS MATERIALS NON-HANDLER DECLARATION (FORM 585)

- ☐ THIS BUILDING WILL USE HAZARDOUS MATERIALS IN EXCESS OF NON-REPORTABLE AMOUNTS.
- ☐ THIS BUILDING WILL NOT USE HAZARDOUS MATERIALS OR USES NON-REPORTABLE AMOUNTS.

A hazardous material may be broadly defined as any material that because of its quantity, concentration, or physical or chemical characteristics, poses a significant, present, or potential hazard to human health and safety, property, or to the environment. A hazardous material includes, but is not limited to, any substance or material which the handler or the administering agency has a reasonable basis for believing would be injurious to a person's health and safety or harmful to the environment if released into the workplace or surrounding areas.

By signing below, I declare that the above-named business, organization, or occupant will not handle a hazardous material or mixture containing hazardous material which has a quantity at any one time during the reporting year equal to, or greater than, a total weight of 500 pounds, or a total of 55 gallons, or 200 cubic feet at standard temperature and pressure for compressed gas.

Print Name and Title of Declarer: _____ Date: _____

Declarer Signature: _____ Fire Department Representative: _____

PART V – High-Piled Combustible Storage:

In Chapter 23 of the County of Los Angeles Fire Code, high-piled combustible storage is defined as: Storage of combustible materials [product and/or packaging] in closely packed piles (floor storage) or combustible materials on pallets, in racks, or on shelves where the top of storage is **greater than 12 feet in height**. High-piled combustible storage also includes certain high hazard commodities, such as rubber tires, 'Group A' plastics, flammable liquids, idle pallets, and similar commodities, where the top of the storage is greater than six feet in height.

It is very important to contact a fire inspector prior to consideration of storing high-piled combustible storage. Many of the permit requirements must be built into your building. If your building is not approved for high-piled combustible storage it may be cost prohibitive. For example, if you have a pipe schedule sprinkler system no high-piled storage is permitted until the system is calculated. A fire inspector can assist you with fire department requirements.

- ☐ **THIS BUILDING WILL NOT BE USED FOR HIGH-PILED COMBUSTIBLE STORAGE.**
- ☐ **THIS BUILDING WILL BE USED FOR HIGH-PILED COMBUSTIBLE STORAGE. "Permit Required."** Contact a Fire Inspector for permit requirements.
- ☐ **THIS BUILDING IS A SPECULATION BUILDING WITHOUT A TENANT AT THIS TIME.** The tenant will be notified to contact the Fire Department prior to the use of the building

Occupant Emergency Information

GENERAL INFORMATION:

Business Name: _____

DBA/AFA/FKA: _____ Effective Date: _____

Street Address: _____ Suite/Apt _____

City: _____ State: _____ ZIP+4: _____

____ new construction, name change, or ownership change: _____

____ a new occupant moving in and the previous occupant/business has moved out _____

____ sharing the above address with another occupant/business by the name of: _____

Mailing Address (only if different than above): _____

Phone: (____) _____ ext _____ Fax: (____) _____

Generic E-mail: _____ Number of employees: _____

Senior Person: _____ Title: _____

Describe Property Use: _____

Hazardous Material: _____

Notes/Special Concerns: _____

Thomas Guide: _____ Cross Street: _____

City License/Permit #: _____ Zone: _____ Fire Station #: _____

Water Company: _____ Phone: (____) _____

PROPERTY INFORMATION:

Landlord/Property Owner Name: _____ Phone: (____) _____

Address: _____

Contact Person Name: _____ Title: _____

Occupancy Code: ____ Roof Type: ____ SQFT: ____ Stories: ____ High Piled: ____ Fire Sprinklers: ____

Basement: ____ Target Hazard: ____ HM Handler: ____ FD Permit: ____

EMERGENCY CONTACT INFORMATION: (24 Hour number – usually home phone)

1st Person to contact: _____ Title: _____ Phone: (____) _____

2nd Person to contact: _____ Title: _____ Phone: (____) _____

Alarm Company: _____ Phone: (____) _____

FIRE EXTINGUISHER REQUIREMENTS

(This section to be completed by Fire Department personnel.)

Primarily Class A Fire Hazards (Ordinary Combustibles):

- ☐ Light Fire Hazard: Provide a minimum of (1) 2A10BC rated fire extinguisher mounted in an accessible, conspicuous area. One extinguisher is required for every 6,000 square feet and the travel distance to a fire extinguisher shall not exceed 75 feet from any point hazard involved. Mount in an accessible and conspicuous location.
- ☐ Ordinary Fire Hazard: Provide a minimum of (1) 2A10BC rated fire extinguisher mounted in an accessible, conspicuous area. One extinguisher is required for every 3,000 square feet and the travel distance to a fire extinguisher shall not exceed 75 feet from any point of the hazard involved. Mount in an accessible and conspicuous location.
- ☐ Extra Fire Hazard: Provide a fire extinguisher with a minimum Class A rating of 4. One extinguisher is required for every 4,000 square feet. Travel distance to a fire extinguisher shall not exceed 75 feet from any point from the hazard involved. Mount in an accessible and conspicuous location.

Class B Fire Hazards Present (Flammable/Combustible Liquids with depths .25" or less):

- ☐ Light Fire Hazard: Provide a fire extinguisher with a minimum Class B rating of 10 mounted in an accessible, conspicuous area. The travel distance to a fire extinguisher shall not exceed 50 feet from any point from the hazard involved. Mount in an accessible and conspicuous location.
- ☐ Ordinary Fire Hazard: Provide a fire extinguisher with a minimum Class B rating of 10 with an allowable maximum or 30 feet travel distance or a fire extinguisher with a minimum Class B rating of 20 with a maximum allowable travel distance of 50 feet from the hazard involved. Mount in an accessible and conspicuous location.
- ☐ Extra Fire Hazard: Provide a fire extinguisher with a minimum Class B rating of 40 with a maximum feet travel distance of 30 feet or a fire extinguisher with a Class B rating of 80 with an allowable maximum travel distance of 50 feet from the hazard involved. Mount in an accessible and conspicuous location.

Special Hazard Protection (Grease and Combustible Metal):

- ☐ Commercial Kitchen Hood System – One Class K fire extinguisher shall be placed within 30 feet of all grease cooking operations in a commercial kitchen. Protection of a multiple deep fat fryer appliance installation shall be as per Fire Code 904.11.5.2. Mount in an accessible and conspicuous location. Care shall be used to insure that the K Class extinguisher and not the other type of extinguishers will be used in the event of a grease fire involving cooking equipment. Multi-purpose fire extinguishers may compromise the effectiveness of wet chemical kitchen hood extinguishing systems.
- ☐ Hazards involving the ignition of Class D combustible metals such as magnesium, titanium, zirconium, sodium, lithium, and potassium shall be protected as per NFPA 10 standard for areas where combustible metal powders, flakes, shavings, chips, or similarly sized products are generated. Travel distance to a fire extinguisher/fire extinguishing agent shall not exceed 75 feet from any point from the hazard involved. Mount in an accessible and conspicuous location.

See Fire Code Table 906.1 for additional specified areas for required fire extinguisher placement.

FIRE DEPARTMENT STAMP

(This section to be completed by Fire Department personnel.)

TO OBTAIN A STAMP FROM THE FIRE DEPARTMENT YOU MUST BRING THE FOLLOWING ITEMS TO THE JURISDICTIONAL FIRE PREVENTION OFFICE:

- THE STATEMENT OF INTENDED USE FORM 30, COMPLETELY FILLED OUT
PAGES 1-5 MUST BE COMPLETELY FILLED OUT/EVERY BOX MUST BE CHECKED EITHER YES OR NO
- A SIGNED LETTER FROM THE BUSINESS OWNER, OR AUTHORIZED AGENT **(SEE PAGE 4)**
A SAMPLE HAS BEEN PROVIDED FOR YOU ON PAGE 8
- SUBMIT ONE 8 1/2 X 11 FLOOR PLAN **AND** ONE 8 1/2 X 11 SITE PLAN OF THE BUILDING (SEE PAGE 4 – PART III - #2)
A SAMPLE HAS BEEN PROVIDED FOR YOU ON PAGE 9
- THE OCCUPANT EMERGENCY INFORMATION, COMPLETELY FILLED OUT **(PAGE 5)**

FIRE DEPARTMENT STAMP:

THE FOLLOWING PERMITS ARE REQUIRED:

PERMIT INFORMATION SHEETS WILL BE PROVIDED FOR REQUIRED PERMITS. (Permit Information Sheets are also available for viewing on our website. Go to www.fire.lacounty.gov, under Fire Prevention Division look for “Permit Requirements.”)

PERMITS WILL ONLY BE ISSUED BY A FIRE INSPECTOR. PLEASE CONTACT YOUR FIRE INSPECTOR TO SCHEDULE AN INSPECTION.

YOU MUST HAVE LISTED

(Sample Statement of Intended Use Letter)

1-What type of business are you doing

MUST BE TYPEWRITTEN

2-See attached plot plan

3-List what types of materials you are storing in the building

4-List where the materials are being stored (racks, shelves, floor, pallets, etc.)

a. How high is the item that you are storing the merchandise on?

5-If you have no alterations at this time, then type NO alterations at this time

a. If you do have alterations at this time, type YES alterations and list the alterations...

Big Ben Furniture company
1000 South Anyplace
Your City, CA 00000

April 26, 2002

To Whom It May Concern:

The following information is in answer to your request regarding the business operation to be conducted at the above address.

1. Operations conducted in the building are as follows:
 - a) Upholstery – manufactures loose cushions for wood and metal furniture as well as some fully upholstered furniture.
 - b) Plastic furniture – manufacturing plastic furniture out of extruded plastic tubing. Operations include cutting, thermoforming, and assembly.
 - c) Spray painting – painting of all necessary items. All spray painting is to take place in a spray booth.
 - d) Warehousing of wood and metal furniture components.
 - e) Monday through Friday 8 a.m.- 4 p.m.
2. See the attached floor plan and site plan.
3. Materials to be stored include the following.
 - a) Metal and wood furniture frames stacked upon themselves.
 - b) Wood furniture parts palletized.
 - c) Upholstery materials in racks 6 feet high.
 - d) Plastic tubing and furniture parts in racks 6 feet high.
4. Materials are stored both in racks, on pallets, and free-standing. The maximum height of storage is 10 feet.
5. No alterations are planned at this time.

Sincerely,

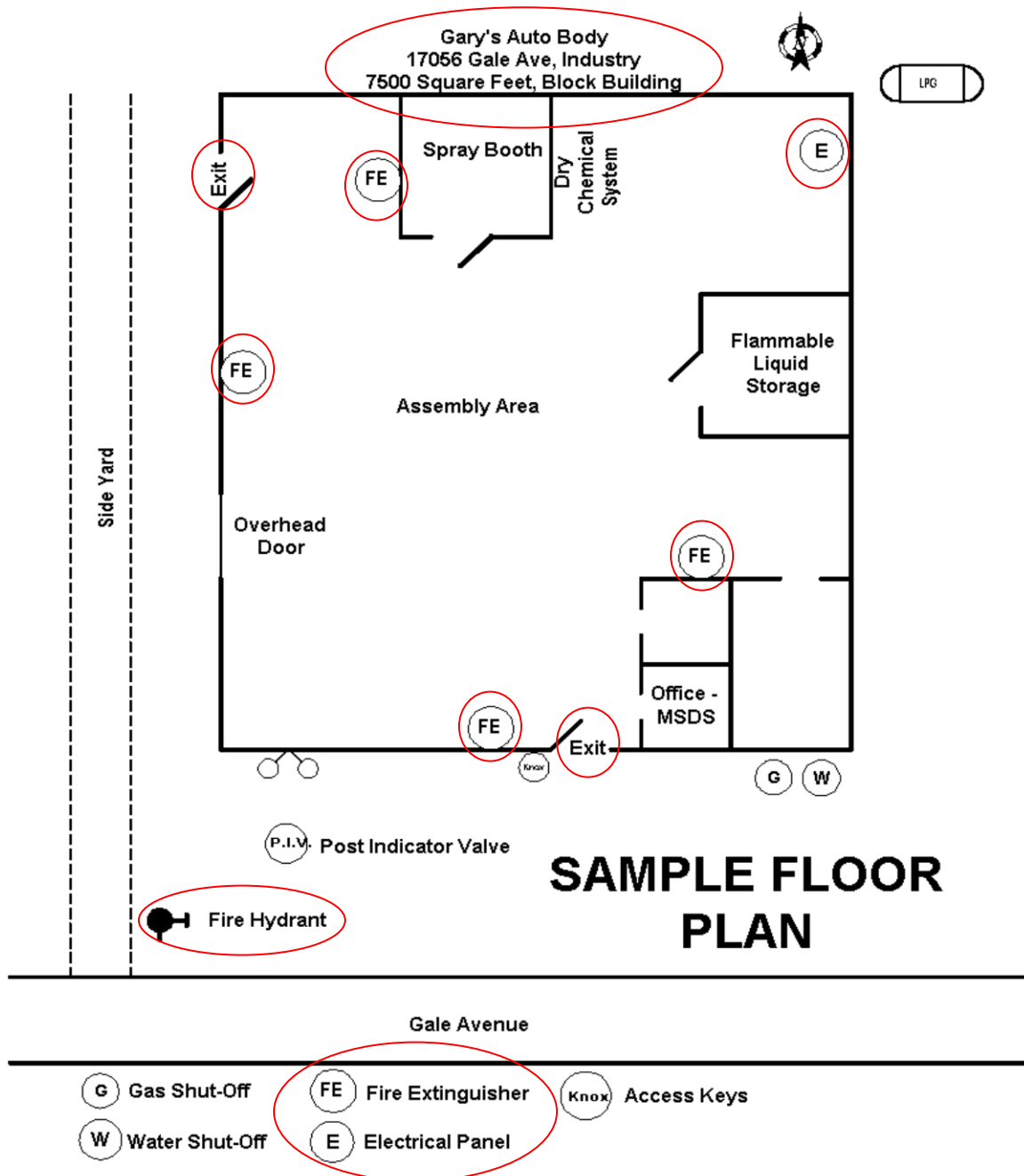
John J. Jones
President

JJJ:ab

County of Los Angeles Fire Prevention Division

Sample Floor Plan

Please submit an 8 1/2" x 11" site plan and floor plan for your site. The site plan needs to show the site layout, size, and location on the property: both in square feet, cross streets, parking, and storage areas. The floor plan needs to indicate how the interior floor plan will be used. If you are sharing the space with others, please indicate how the space will be divided. Show all exit doors, fire extinguishers, fire hose cabinets, and special fire, or life safety systems. This will be used for both the Use Permit requirement and Los Angeles County Fire Department requirement.



Sample Site Plan

Gary's Auto Body
170566 Gale Ave.
City of Industry, CA
Block Building
7500 S.F.



Business license application: supplemental NPDES/SB 205 form

For assistance and information on completing this form, visit the City's NPDES consultant's website at www.jlha.net/industrial or email igpleasehelp@jlha.net

part a. contact information

business name

facility address in city

name and title

mailing address

email address

phone number

part b. business activity information

describe activities at the facility that the business is **primarily** engaged in

State law requires the listing of Standard Industrial Classification (SIC) code(s) associated with primary industrial business activities

Common SIC codes are listed on the back of this form

Not all SIC codes are listed. Go to OSHA's SIC website for the complete list of 4 digit SIC Code(s)

www.osha.gov/pls/imis/sic_manual.html

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list the facility's primary SIC code

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if applicable, list other primary SIC codes

--	--	--	--

Did you list any of the industrial SIC codes below?

any SIC from	2011	to	4581	manufacturing, production, or transportation
	5015	5093	5717	wholesale trade of used auto parts, scrap and waste, or petroleum
	4911	4952	4953	electric services, sewerage services, or refuse systems
			0272	horse and other equine farms
any SIC from	0251	to	0259	poultry and eggs production
any SIC from	0211	to	0214	cattle, hogs, sheep, and goats livestock
			241	dairy farms
any SIC from	1011	to	1499	mining

☐ yes

☐ no

go to
part c

skip to
part d

part c. NPDES Permit coverage for industrial facilities

If you selected "yes" in part b above

The business facility needs coverage under the Statewide General NPDES Permit for Stormwater Discharges Associated with Industrial Activities (IGP)

If the industrial facility is covered under the IGP, list the facility's Waste Discharge ID (WDID)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

NPDES WDID #. For NEC and NONA facilities, list the NEC # or NONA #

If the industrial facility is not yet covered under the IGP

A provisional business license will be issued for 3 months. After this time the facility must be covered under the IGP.

Information on receiving coverage under the IGP for industrial facilities

IGP coverage is obtained with the State Water Board and is required before starting industrial operations. If industrial activities and materials are not exposed to stormwater, the facility may qualify for No-Exposure Certification (NEC). For information and enrollment instructions for the IGP and NEC:

call 1-866-563-3107

visit online at www.waterboards.ca.gov/water_issues/programs/stormwater/industrial.shtml

www.waterboards.ca.gov/water_issues/programs/stormwater/toolbox.shtml

part d. declaration

I certify under penalty and purgery of law that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

print name

signature

date

Common SIC codes

The tables below list common SICs. **They do not list all SICs.** Go to OSHA's website for the complete list of 4 digit SICs: www.osha.gov/pls/imis/sic_manual.html

Common NON-INDUSTRIAL SIC codes			
Retail trade		5211 to 5999	
Lumber and other building materials dealers		5211	
Paint, glass, and wallpaper stores		5231	
Hardware stores		5251	
Retail nurseries, lawn and garden supply stores		5261	
Variety stores (general merchandise)		5331	
Grocery stores		5411	
Retail bakeries		5461	
Motor vehicle dealers (new and used)		5511	
Motor vehicle dealers (used only)		5521	
Auto and home supply stores		5531	
Gasoline service stations		5541	
Apparel (clothes, shoes, hats) stores		5561 to 5699	
Furniture stores		5712	
Household appliance stores		5722	
Eating places (restaurants)		5812	
Wholesale trade (non-industrial)			
Wholesale trade of motor vehicles, supplies, and new parts		5012 to 5014	
Wholesale trade of furniture		5021, 5023	
Wholesale trade of lumber and other construction materials		5031 to 5039	
Wholesale trade of professional and electrical equipment		5043 to 5065	
Wholesale trade of hardware, plumbing, and heating equipment		5072 to 5078	
Wholesale trade of machinery, equipment, and supplies		5082 to 5088	
Wholesale trade of apparel		5131 to 5139	
Wholesale trade of groceries		5141 to 5149	
Construction: Building and trade contractors		1521 to 1799	
Building construction contractors		1521 to 1542	
Special trade building contractors (plumbing, HVAC, etc.)		1711 to 1799	
Services		7011 to 8999	
Power laundries		7211	
Coin-operated laundries and drycleaning		7215	
Dry cleaners		7216	
Beauty shops		7231	
Barber shops		7241	
Tax return preparation services		7291	
Miscellaneous services (massage, tanning, tattoo)		7299	
Photocopying and duplicating services		7334	
Commercial photography		7335	
Pest control services		7342	
Building cleaning and maintenance services		7349	
Heavy construction equipment rental and leasing		7353	
Equipment rental and leasing		7359	
Truck rental and leasing, without drivers		7513	
Car rental		7514	
Automotive body and paint shops		7532	
General automotive repair shops		7538	
Car washes		7542	
Welding repair		7692	
Health services		8011 to 8099	
Legal services		8111	
Child day care services		8351	
Accounting, auditing, and bookkeeping services		8721	
Finance, insurance, and real estate		6011 to 6799	
Insurance agents, brokers, and service		6411	
Real estate: Operators of nonresidential buildings		6512	
Real estate: Operators of apartment buildings		6513	
Real estate: Agents and managers		6531	

Common INDUSTRIAL SIC codes			
Manufacturing		2011 to 3999	
Food and beverage manufacturing or processing		2011 to 2099	
Apparel (clothing) production and fabrication		2311 to 2399	
Lumber and wood products manufacturing		2411 to 2499	
Furniture manufacturing		2511 to 2599	
Paper and allied products manufacturing		2611 to 2679	
Printing, publishing, and allied industries		2711 to 2796	
Commercial printing, lithographic		2752	
Chemicals and allied products		2812 to 2899	
Petroleum refining		2911 to 2999	
Rubber and plastic product manufacturing		3011 to 3089	
Plastic molding		3089	
Stone, clay, glass, and concrete manufacturing		3211 to 3299	
Basic metal product manufacturing		3312 to 3399	
Fabricated metal products, except machinery and transport		3411 to 3499	
Fabricated structural metal manufacturing		3441	
Sheet metal work		3444	
Machinery and equipment manufacturing		3511 to 3599	
Machine shops		3599	
Electronic and electrical equipment manufacturing		3612 to 3699	
Manufacturing (continued)		2011 to 3999	
Transportation equipment manufacturing		3711 to 3799	
Measuring, analyzing, and controlling instruments manufacturing		3812 to 3873	
Miscellaneous manufacturing, not elsewhere classified		3999	
Transportation (industrial), electric, and sanitary		4011 to 4581, 4911/52/53	
Railway transportation		4011, 4013	
Local and suburban transit		4111 to 4173	
Motor freight transportation and warehousing		4212 to 4231	
General warehousing and storage		4225	
Water transportation		4412 to 4499	
Air transportation		4512 to 4581	
Electric services		4911	
Sewerage systems		4952	
Refuse systems (refuse collection <i>and</i> disposal)		4953	
Wholesale trade (industrial)			
Wholesale trade of used motor vehicle parts		5015	
Wholesale trade of scrap and waste materials		5093	
Wholesale trade of petroleum: bulk stations and terminals		5171	

BUSINESS LICENSE FEE SCHEDULE

Below is a sampling of fees for commonly issued business licenses.
All licenses are issued for a calendar year, January through December.

MANUFACTURERS, PROFESSIONALS, RETAILERS, SERVICES, WHOLESALERS

Flat Fee	\$88.00
Processing Fee (one-time fee)	\$385.00
Processing Fee (Regulated - one-time fee)	\$629.00
Owners/Partners/Managers/Employees (per person)	\$10.00

HOME OCCUPATIONS

Flat Fee	\$78.00
Processing Fee (one-time fee)	\$163.00

AUTO REPAIR SHOP

Flat Fee	\$133.00
Processing Fee (one-time fee)	\$385.00

BUSINESSES BY VEHICLE

Flat Fee	\$90.00
Processing Fee (one-time fee)	\$34.00
Per Vehicle	
Per Owner/Driver (Sheriff's fee)	\$104.00

CONTRACTORS

Flat Fee	\$10300
Processing Fee (one-time fee)	\$34.00

INDEPENDENT SERVICE PROVIDER

Flat Fee	\$45.00
Background Investigation (if applicable)	\$104.00
Processing Fee (one-time fee, if applicable)	\$276.00

PRIVATE SCHOOLS / TUTORING INSTITUTIONS

Flat Fee	\$214.00
Processing Fee (one-time fee)	\$385.00

ADDITIONAL INFORMATION

Chamber of Commerce
5938 Kauffman Temple City
(626) 286-3101
www.templecitychamber.org

Los Angeles Economic Development Corporation
Resources for Business Assistance, Retention, Expansion
(213) 622-4300; www.laedc.org

Small Business Development Center
330 N. Brand St. #1200 Glendale, CA
(818) 552-3201; www.sba.go

Dept. of Human Resources and Development
State Disability and Employment Insurance
888 S. Figueroa St. #200 Los Angeles CA
(800) 480-3287; www.edd.ca.gov

Partners for Progress Work-Source Center (SASSFA)
10400 Pioneer Blvd., #9, Santa Fe Springs, 90670
(562) 946-2237; www.sassfa.org

VEDC
Small Business California Loan Program
5121 Van Nuys Blvd. 3rd Floor, Van Nuys
(818) 907-9977; www.vedc.org



City of Temple City

BUSINESS LICENSE INSPECTION LIST

PRIOR TO OPENING YOUR BUSINESS AN INSPECTION WILL BE CONDUCTED FOR THE BELOW ITEMS. BUSINESS LICENSE INSPECTIONS ARE CONDUCTED THURSDAYS BETWEEN THE HOURS OF 1 P.M. AND 3 P.M.

APPLICABLE INSPECTION REQUIREMENTS

1. Business License application is completed, with additional required paperwork submitted (if any) and fees paid.
2. If making improvements requiring building permits, such permits have been obtained, inspected, and finalized by the Building Inspector.
3. Permits for permanent signage has been issued, inspected, and finalized.
4. Previous signage and residue from the previous signage has been removed.
5. No Smoking Signs (TMC Section 3-2C) are posted at the business site. (Available for purchase at City Hall)
6. For businesses requiring a conditional use permit, conditions of approval have been met.
7. Banner Permit has been obtained (if banner is present).
8. Striped parking is easily visible.
9. Interior of the business site is furnished and ready to conduct business.
10. Trash enclosure is clean, maintained properly, and has no outdoor storage.
11. Properly maintained building façade i.e. no peeling, faded, or rusted paint.
12. Property is free of overgrown vegetation and weeds.
13. Window signage does not exceed 25%.
14. Business does not have flashing neon or LED signage.
15. New exterior lighting has been permitted.
16. Adequate landscaping at the business site.
17. Adequate lighting on sign (if necessary).
18. Business address is complete and viewable to the public and emergency vehicles.
19. Awnings are free of bird droppings, debris, and dust.