



# CITY OF PICO RIVERA BUSINESS LICENSE CHECKLIST

- BUSINESS LICENSE**  
Revenue Division, City of Pico Rivera  
6615 Passons Blvd., Pico Rivera, CA 90660  
( (562) 801-4320
  
- PLANNING/ZONING\***  
Planning Division, City of Pico Rivera  
6615 Passons Blvd., Pico Rivera, CA 90660  
( (562) 801-4332
  
- BUILDING PERMITS**  
Building Division, City of Pico Rivera  
6615 Passons Blvd., Pico Rivera, CA 90660  
( (562) 801-4360
  
- HEALTH PERMIT**  
L.A. County Dept. of Environmental Health  
245 S. Fetterly Ave. Rm. 2014  
Los Angeles, CA 90022  
( (323) 780-2272
  
- FIRE DEPARTMENT**  
Fire Prevention Division, Los Angeles County  
6031 Rickenbacher Road  
City of Commerce, CA 90040  
(Office Hours: 8 am to 9:30 am)  
( (323) 724-3442
  
- WORKERS COMPENSATION INSURANCE**  
State Comp Insurance Fund  
125 W. Huntington Dr.  
Arcadia, CA 91007-3050  
( (626) 574-2600
  
- FRANCHISE TAXES**  
Franchise Tax Board  
100 N. Barranca St Ste. #600  
West Covina, CA 91791  
( (800) 852-5711
  
- L.A. COUNTY SHERIFF'S DEPARTMENT**  
Alarm/Fingerprints/Photo I.D., Pico Rivera Station  
6631 S. Passons Blvd.  
Pico Rivera, CA 90660  
( (562) 949-2421
  
- ALCOHOLIC BEVERAGE PERMIT**  
Alcoholic Beverage Control Board  
3204 N. Rosemead Blvd #103  
El Monte, CA 91731  
( (626) 927-1060

## PICO RIVERA MUNICIPAL CODE ARTICLE 1 – CHAPTER 5.08.010

### Title 5 – Business Licenses and Regulations

**5.08.010** License required. No person shall commence or carry on, either directly or indirectly, any business, profession or trade or occupation as defined in this article within the City of Pico Rivera, whether or not said person has a fixed place of business within the City or elsewhere, without first having procured a license as required by the provisions of this article, unless exempt therefrom as provided in this article, and without otherwise complying with all the terms and provisions of the Business License law. The commencement or carrying on of any such business or profession or trade or occupation without having first procured and maintained in good standing a Business License, as well as permit where required under this article, or without first complying with any and all regulations pertaining to said business as provided in this article, shall constitute a separate violation of this code for each and every day that said business, profession or trade or occupation is so carried on.

ADD-51, AMD-345 (PRIOR CODE 6200) Revised 4/26/95

- SELLERS PERMIT**  
State Board of Equalization  
12440 E. Imperial Highway #201, Norwalk, CA 90650  
( (562) 466-1694
  
- FICTITIOUS NAME STATEMENT (DBA)**  
L.A. County Recorder's Office  
12400 Imperial Highway, Norwalk, CA 90650  
(Office Hours: 8 am to 5 pm)  
( (562) 462-2213
  
- X-RAY MEDICAL & DENTAL BUSINESSES**  
Los Angeles County Health Department  
of Radiation Management  
2615 S. Grand Ave. Rm. 608, Los Angeles, CA 90007  
( (323) 240-8210
  
- FORM SS4 FEDERAL EMPLOYMENT**  
Internal Revenue Services  
9350 E. Flair Dr., El Monte, CA 91731  
( (800) 829-1040
  
- SMALL BUSINESS DEVELOPMENT CENTER**  
500 Citadel Drive Suite 213, Commerce, CA 90040  
( (323) 887- 9627

*\* Mobile Auto Detailing is subject to zoning approval by the Community Development Department.*



CITY OF PICO RIVERA

P.O. Box 1016, 6615 PASSONS BLVD.
PICO RIVERA, CALIFORNIA 90660-1016

Business License Application

MUST BE COMPLETED IN FULL • PLEASE PRINT OR TYPE

PLEASE CHECK APPLICATION STATUS: [ ] New Business [ ] Change of Location [ ] Change of Ownership [ ] Change of Business Name
[ ] Retailer [ ] Wholesaler [ ] Manufacturer [ ] Service [ ] Professional [ ] Contractor [ ] Specialty [ ] Other

Business Name/D.B.A.

Business Address:

Mailing Address: Street City State ZIP

If different from above Street City State ZIP

Business Telephone No.: ( ) Emergency Telephone No.: ( )

Owner/Officer of Business: Title:

Home Address:

Home Telephone No.: ( ) City State ZIP

Home Telephone No.: ( ) Calif. Driver's Lic. No.:

Social Security No.: Date of Birth: No. of Employees:

Federal Emp. I.D. No.: State Sales Tax Permit No.:

Date You Started This Business in Pico Rivera: State Emp. I.D. No.:

Describe Nature of Business in Detail:

Prior Business at this Location:

Other Businesses at this Location Using Same Address:

Owner of Building:

Owner's Address and Telephone No.: ( )

This Business is Owned by an: (Please check one.) [ ] Individual [ ] Partnership [ ] Corporation [ ] Trust

If a Partnership, Corporation or Trust, provide the following on all principal officers. Please attach names of additional officers.

Name: Name:

Title: Title:

Home Address: Home Address:

Home Telephone No.: ( ) Home Telephone No.: ( )

Calif. Driver's Lic. No.: Calif. Driver's Lic. No.:

Complete the following when applicable:

State Contractor's No.: Class: Expiration Date:

Name and Address of Job Location:

General Contractor shall furnish a list of all Subcontractors to our office for each and every Building Permit. Failure of Subcontractors to obtain a Business License may hold up final inspection.

Office Use Only:

License No. Class Type Cycle

Open Date in District Exp. Date Received by

License \$ Cert. Of Occ./Home Occ. Payment Date & Receipt No.

CONTINUED ON REVERSE SIDE

# Business License Fee Schedule

## Chapter 5.12 Business, Professions and Trades (Based on Statement of Gross Receipts):

**Please LIST Estimated Gross Receipts (ALL ACCOUNTS ARE SUBJECT TO AUDIT) \$**

Annual Registration Fee	\$	50.00
New/Moved Processing Fee	\$	10.50
Plus: Gross Receipts from \$0 to \$500,000— @\$0.50 per \$1,000	\$	
Plus: Gross Receipts from \$500,001 to \$100 Million— @\$0.30 per \$1,000	\$	
Plus: Gross Receipts from \$100,000,001 to \$1 Billion— @\$0.26 per \$1,000	\$	
Plus: Gross Receipts from \$1,000,000,001 to \$5 Billion—@\$0.15 per \$1,000	\$	
Plus: Gross Receipts over \$5 Billion— @\$0.13 per \$1,000	\$	
Plus: Prior Year Adjustment (if applicable)	\$	
Penalty if Delinquent (10% for each 30 days of delinquency)	\$	
<b>TOTAL FEE</b>	<b>\$</b>	

## Chapter 5.12 Restaurants, Drive-In Restaurants, Take-Out Restaurants, Beer Bars (Based on Statement of Gross Receipts):

**Please LIST Estimated Gross Receipts (ALL ACCOUNTS ARE SUBJECT TO AUDIT) \$**

Annual Registration Fee	\$	100.00
New/Moved Processing Fee	\$	10.50
Plus: Gross Receipts in Excess of \$24,000— @\$0.50 per \$1,000	\$	
Prior Year Adjustment (if applicable)	\$	
Penalty if Delinquent (10% for each 30 days delinquency)	\$	
<b>TOTAL FEE</b>	<b>\$</b>	

NEW/MOVED PROCESSING FEE	\$	10.50
AMUSEMENT GAMES, RIDES AND BOOTHS, Each	\$	50.00
APARTMENT, HOTEL AND MOTEL— Three to 10 Units	\$	75.00
For Each Additional Unit	\$	5.00
AUTO WRECKERS	\$	300.00
Plus Percentage per \$1,000 of Gross Receipts over \$500,000	\$	
* BILLIARD OR POOL HALLS-- For the First Table	\$	100.00
For Each Additional Table	\$	5.00
BOWLING ALLEY- For the First Alley	\$	50.00
For Each Additional Alley	\$	12.00
* CARNIVAL, CIRCUS OR RODEO per day	\$	150.00
CARNIVAL RIDES	\$	15.00
DELIVERY— Per Vehicle	\$	45.00
* ENTERTAINMENT ( <i>Adult</i> )	\$	500.00
* ENTERTAINMENT ( <i>Dancing/No Food</i> )	\$	500.00
* ENTERTAINMENT ( <i>Dancing/With Food</i> )	\$	300.00
JUKE BOX	\$	50.00
JUNK COLLECTORS	\$	100.00
Plus per Vehicle Operating in Pico Rivera	\$	75.00
* PAWNBROKERS— Plus Percentage of Gross Receipts over \$500,000	\$	300.00
* PRINCIPAL SOLICITORS/MOBILE VENDORS ( <i>Catering Trucks and Ice Cream Trucks</i> )	\$	250.00
Plus I.D. Card Each Year for Each Employee	\$	5.00
RUBBISH, WASTE and GARBAGE	\$	400.00
Plus per Vehicle Operating in Pico Rivera	\$	50.00
SECOND HAND DEALERS and JUNK DEALERS	\$	300.00
Plus Percentage per \$1,000 of Gross Receipts over \$500,000	\$	
THEATERS ( <i>Drive-in</i> )	\$	700.00
THEATERS ( <i>Walk-in</i> )	\$	500.00
TRAILER PARKS-- For the First 5 Spaces	\$	75.00
For Each Additional Unit Above 5	\$	8.00
VENDING MACHINES-- Each, Plus 1% of Gross Receipts	\$	1.00
WAREHOUSE/STORAGE	\$	50.00
Plus \$0.50 per \$1,000 of Cost of Operation	\$	
<b>TOTAL FEE</b>	<b>\$</b>	
* <b>Regulatory Permit Required</b>	\$	60.00
Certificate of Occupancy ( <i>From Planning Division</i> )	\$	125.00
Home Occupation ( <i>From Planning Division</i> )	\$	65.00
<b>TOTAL FEE</b>	<b>\$</b>	

I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO LET THE CITY KNOW OF ANY CHANGES, INCLUDING, BUT NOT LIMITED TO: ADDRESS, OWNER INFORMATION AND WHETHER THE BUSINESS IS ACTIVE OR INACTIVE. 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 AGREE TO SUBMIT ANY ADDITIONAL INFORMATION THAT MAY BE REQUIRED: CONDUCT ALL PHASES OF 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.

**DATE** \_\_\_\_\_ **SIGNATURE OF BUSINESS OWNER** \_\_\_\_\_

PLEASE RETURN THIS APPLICATION ALONG WITH YOUR FEES TO CITY HALL. MAKE ALL CHECKS PAYABLE TO THE CITY OF PICO RIVERA. THE AMOUNT TO BE PAID IS SHOWN ON THE ABOVE FEE SCHEDULE. IF YOU HAVE ANY QUESTIONS, CALL THE REVENUE DIVISION AT (562) 801-4320. THANK YOU FOR HAVING YOUR BUSINESS IN THE CITY OF PICO RIVERA.

# CERTIFICATE OF OCCUPANCY: SOME POINTERS

To expedite the Certificate of Occupancy review, please include the following information on the application:

## INDUSTRIAL USES

- Square footage of building
- Number of existing parking spaces
- Number of existing loading spaces
- Number of employees
- Hours of operation/days of the week
- Brief business operation description
- Outside storage description and location of storage

## COMMERCIAL USES

- Brief business operation description
- Number of employees
- Hours of operation/days of the week
- Square footage of building

As part of the review process, the Community Development Department will also conduct a site inspection to determine if the following improvements would be required:

## INDUSTRIAL USES

- Relandscaping of existing planters
- Block wall screening to conceal approved outside storage from public right-of-way and non-industrially zoned properties.
- Compliance to required parking and loading space provisions

## COMMERCIAL USES

- Relandscaping of existing planters

In the event that the noted improvements are necessary, occupancy of the building will not be delayed. However, the improvements must be completed within 30 days of building occupancy.

Following is a list of acceptable plant material

for you to choose from. Please be aware that where suitable, landscaping is minimally expected to include trees and ground cover.

It is also important to note that if you intend to do any interior building improvements or install industrial equipment, floor plans must be submitted and approved by the Building Division prior to occupancy. **Industrial equipment requires examination for safety by an independent testing agency. If your business uses industrial equipment, contact the Building Division for more information.**



## ACCEPTABLE LANDSCAPE PLANT MATERIAL

### GROUND COVER

- Ajuga Reptans
- Aptenia Cordifolia (Red Apple)
- Arctotheca Calendula (Cape Weed)
- Carissa Grandiflora "Green Carpet" (Natal Plum)
- Crassula Multicava
- Gazanias
- Hedera Helix "Hahnsii" (Hahn's Ivy)
- Trachelospermum Jasminoides (Star Jasmine)
- Vinca Minor (Dwarf Periwinkle)

### ACCENTS AND LOW/MEDIUM GROWING SHRUBS

- Agapanthus Africanus (Lily of the Nile)
- Alyssum Cruciferae (Border Accent)
- Buxus Japonica (Japanese Boxwood)
- Carissa Grandiflora "Tuttle" (Natal Plum)
- Conuolus Cneorum (Bush Morning Glory)
- Echium Fastuosum (Pride of Madeira)
- Hebe Buxifolia (Boxleaf Hebe)
- Hebe "Evansii"
- Hemerocallis LiLiaceae (Daylilly)
- Lavandula Vera (English Lavender)
- Nerium Oleander (Dwarf Variety)
- Pittosporum Tobira "Wheelerii"
- Podocarpus Macrophyllus "Maki"
- Raphiolepis Indica "Ballerina"
- Raphiolepis Indica "Clara"
- Raphiolepis Indica "Enchantress"
- Raphiolepis Indica "Pink Lady"

### TREES

- Acacia Baileyana (Bailey Acacia)
- Ceratonia Siliquia (Carob)
- Chorisia Speciosa (Floss Silk Tree)
- Cupaniopsis Anacardiodes (Carrotwood)
- Eucalyptus Globulus Comparta (Dwarf Blue Gum)
- Eucalyptus Rudis (Flooded Gum)
- Eucalyptus Sideroxylon (Rosea)
- Ficus Microcarpa retusa (Indian Laurel Fig)
- Geijera Parviflora (Australian Willow)
- Keolreuteria Paniculata (Golden Rain Tree)
- Lagerstroemia Indica (Crape Myrtle)
- Liquidambar Styraciflua
- Melaleuca Leucadendra (Cajeput Tree)
- Melaleuca Linarifolia (Flax Leaf Paper Bark)
- Nerium Oleander (Oleander)
- Olea Europaea "Mission" (Mission Olive)
- Phoenix Roebelenii (Pygmy Date Palm)
- Photinia Fraseri (Small Tree)
- Quercus Ilex
- Schinus Molle (California Pepper Tree)
- Schinus Terebinthifolius (Brazilian Pepper Tree)
- Sterculia Diversifolia (Bottle Tree)
- Tristania Conferta (Brisbane Box)

# CITY OF PICO RIVERA

## APPLICATION FOR CERTIFICATE OF OCCUPANCY

6615 Passons Blvd.

DEPARTMENT OF COMMUNITY DEVELOPMENT

(562) 801-4360

Address where Business will be conducted	Building Permit No.	
Name of Business Occupant	Business Phone	
Address of Home Office of Occupant, if different from above	Home Office Phone	
Owner of Business	Address	Phone
Owner of Building	Address	Phone
Type of Business		
Describe exact use of all portions of each building and lot:		
Previous use of building:		
Type of flammable or explosive liquids to be used, if any:		
I certify that I have read the statements contained in this application; that they are true and correct, and that I make this statement under penalty of perjury.		
Dated this _____ day of _____, 200 ____ in the City of Pico Rivera, State of California.		
Signature of Applicant _____		

<b>FOR DEPARTMENTAL USE ONLY</b>				
Use Zone	Occupancy Group	AQMD and Hazardous Disclosure Forms by		
Redevelopment	Date	Approved	Denied	By
Planning	Date	Approved	Denied	By
Public Works	Date	Approved	Denied	By
Fire Dept.	Date	Approved	Denied	By
Health Dept.	Date	Approved	Denied	By
Building	Date	Approved	Denied	By
Signature of Building Official				
Remarks:				

This is a Certificate of Occupancy for the above stated use when properly filled out, signed by the applicant and approved by the Building Official.

Cert. No.

Date

Acct.

Amount

**-SUBMIT IN FIVE COPIES-**

**LOS ANGELES COUNTY FIRE DEPARTMENT  
HAZARDOUS MATERIALS INTENDED HANDLER REGISTRATION FORM**

**FIRE PREVENTION DIVISION  
HAZARDOUS MATERIALS SECTION RMPP UNIT  
6031 RICKENBACKER ROAD  
COMMERCE, CA 90040  
Telephone (323) 890-4000 Fax (323) 890-4035**

BUSINESS NAME \_\_\_\_\_  
CITY \_\_\_\_\_  
PRINT NAME OF OWNER \_\_\_\_\_  
CONTACT PHONE # \_\_\_\_\_

PERMIT SITE ADDRESS \_\_\_\_\_  
ZIP \_\_\_\_\_  
PRINT NAME OF AUTHORIZED AGENT \_\_\_\_\_  
DATE \_\_\_\_\_

1. Indicate with a check in the "Yes" box if the applicant or future building occupant will handle a hazardous material or a mixture containing a hazardous material.
- A. In a quantity at any one time equal to or greater than a total weight of 500 pounds, or a total volume of 55 gallons, or 200 cubic feet at standard temperature and pressure for compressed gas.
- Yes [ ] No [ ]

3. Indicate with a check in the "Yes" box if your proposed business site or modified existing site will be within 1000 feet of the outer boundary of a school.
- Yes [ ] No [ ]
4. Will the intended use of the building by the applicant or future building occupant require a permit for construction or modification from the South Coast Air Quality Management District (SCAQMD). SEE PERMITTING CHECKLIST FOR GUIDANCE.

Yes [ ] No [ ]

**Acutely Hazardous Material Identification**

2. Indicate with a check in the "Yes" box if the applicant, or future building occupant will handle a reportable quantity of an acutely hazardous material in the reportable threshold planning quantities (TPQ). Note: A list of acutely hazardous materials is attached.
- Yes [ ] No [ ]

I have read the Hazardous Material information guide and the SCAQMD Permitting Checklist. I understand under the Los Angeles County Code, Title 2, Chapter 2.20, Section 2.20.100 through 2.20.140 concerning the hazardous materials reporting.

Owner or Authorized Agent \_\_\_\_\_

**HAZARDOUS MATERIALS DEFINITIONS**

Hazardous materials are those chemicals or substances which exhibit physical or health hazards, whether the materials are in a usable or waste state.

**PHYSICAL HAZARD**- is a chemical which there is scientifically valid evidence that it is a (an):

Blasting Agent	Explosive	Oxidizer
Combustible Liquid	Flammable Gas	Pyrophoric
Compressed Gas	Flammable Liquid	Unstable (reactive)
Cryogenic	Flammable Solid	Water (reactive)

**HEALTH HAZARD**- is a chemical for which there is statistically evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur in exposed persons. The term "health hazard" includes chemicals which are:

Carcinogens	Highly Toxic	Radioactive
Corrosives	(including poisons)	Target Organ Toxins
Etiologic Agent	Irritants	

**A. PHYSICAL HAZARD DEFINITIONS**

**BLASTING AGENT**- is any material or mixture consisting of a fuel and oxidizer intended for blasting, not otherwise classified as an explosive, in which none of the ingredients is classified as explosives, provided that the finished product as mixed and packaged for use or shipment cannot be detonated by means of a Number 8 test blasting cap when unconfined. Materials or mixtures classified as nitrocarbonites by the Department of Transportation regulations shall be included in this definition.

**COMBUSTIBLE LIQUID**-is a liquid having a flash point at or above 100 degrees F.

**COMPRESSED GAS**- is (1) a gas or mixture of gases in a container having an absolute pressure exceeding 40 psi at 70 degrees F (21.2 degrees C); or (2) a gas or mixture of gases in a container, having absolute pressure exceeding 104 psi at 130 degrees F (54.4 degrees C) regardless of the pressure at 70 degrees F (21.1 degrees C).

**CRYOGENIC FLUIDS**- are those fluids that have a normal boiling point below -150 degrees F.

**EXPLOSIVE**- is (1) a chemical that causes a sudden almost instantaneous release of pressure, gas and heat when subjected to sudden

shock, pressure or high temperature, or (2) any chemical other than a blasting agent, commonly used or intended to be used for the purpose of producing an explosive effect.

**FLAMMABLE GAS**- is a gas which is flammable in a mixture of thirteen (13) percent or less (by volume) with air, or the flammable range with air is wider than twelve (12) percent, regardless of the lower limit.

**FLAMMABLE LIQUID**- is any liquid having a flash point below 100 degrees F and having a vapor pressure not exceeding 40 psi at 100 degrees F.

**FLAMMABLE SOLID**- is a solid substance, other than one which is defined as a blasting agent or explosive, that is liable to cause fire through friction, or as a result of retained heat from manufacture or which has an ignition temperature below 212 degrees F, or which burns so vigorously or persistently when ignited so as to create a serious hazard. This includes finely divided solid materials which when dispersed in air as a cloud may be ignited and cause an explosion.

**OXIDIZER**- is a chemical, other than a blasting agent or explosive, that initiates or promotes combustion in other materials, thereby causing fire either of itself or through the release of oxygen or other gases.

**PYROPHORIC**- is a chemical that will spontaneously ignite in air at a temperature of 130 1/2 degrees F (54.4 1/2 C) or below.

**UNSTABLE (reactive)**- is a chemical which in the pure state, or as produced or transported, will vigorously polymerize, decompose, condense, or will become self-reactive under conditions of shock, pressure or temperature.

**WATER-REACTIVE MATERIALS**- are materials which explode violently, react, produce flammable, toxic or other hazardous gases or evolve enough heat to cause self-ignition or ignition of nearby combustibles upon exposure to water or moisture.

**B. HEALTH HAZARDS**

**CARCINOGEN**- a chemical is considered a carcinogen if (1) it has been evaluated by the International Agency for Research on Cancer (IARC) and found to be a carcinogen or potential carcinogen; or (2) it is listed as a carcinogen or potential carcinogen in the latest edition of the Annual Report of Carcinogens published by the National Toxicology Program (NTP).

**CORROSIVE**- is a chemical that causes visible destruction of, or irreversible lacerations in, living tissue.

**ETIOLOGIC AGENT**- is a micro-organism, or its toxin, which causes or may cause human disease, and is limited to those agents listed in CFR 42, PART 72.3.72.3.

**HIGHLY TOXIC MATERIALS**- are chemicals or substances classified as "Poison A or B" under Title 49 of the Code of Federal Regulations (CFR 49); or which have been assigned a health hazard rating of 3 or 4 when rated in accordance with Uniform Fire Code (U.C.) Standard Number 79.3.

**IRRITANT**- is a substance other than a corrosive which causes a reversible inflammatory effect on living tissue by chemical action at the site of contact.

**RADIOACTIVE MATERIAL**- is any material or combination of materials that spontaneously emits ionizing radiation.

**TARGET ORGAN TOXIN**- is a substance which causes damage (target organ effects) to particular organs or systems.

**For a complete list of "Acutely Hazardous Materials" or substances listed by the EPA as extremely hazardous, log on to:  
[www.epa.gov/swercepp/ehs/ehsalpha.html](http://www.epa.gov/swercepp/ehs/ehsalpha.html).**

**REFERRING BUILDING AND SAFETY DEPARTMENT USE ONLY**

**CITY OR AREA** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_ **FAX** \_\_\_\_\_

**COUNTY FIRE DEPARTMENT USE ONLY**

**DIVISION** \_\_\_\_\_ **BATTALION** \_\_\_\_\_ **STATION** \_\_\_\_\_ **ID#** \_\_\_\_\_

**DATE RECEIVED** \_\_\_\_\_ **RMPP REQUIRED** \_\_\_\_\_



**COMMUNITY DEVELOPMENT DEPARTMENT  
COUNTY OF LOS ANGELES  
FIRE DEPARTMENT  
PREVENTION BUREAU  
FIRE PREVENTION DIVISION**

**STATEMENT OF INTENDED USE**

Certain types of commercial or industrial establishments create greater fire and life safety hazards than others due to the business conducted or material stored, processed, or handled. To provide a reasonable degree of safety to life and property, special requirements have been established in the Fire and Building Codes, and the California State Codes.

All businesses must provide the Fire Prevention Division with the following information:

**PART I**

1. Submit a brief outline of the operation.
2. Submit a plot plan. Show the property size and location, building size and location on the property; show all the main door exits, fire extinguishers, and fire hose cabinets. Show any items marked “yes” in Part II.
3. Describe materials to be stored, how it is packaged, etc.
4. Explain the methods of storage, (racks, pallets, etc.) and storage height.
5. Are any building alterations planned? If so, describe.

**PART II**

- |  | <b>Yes</b>               | <b>No</b>                |
|--|--------------------------|--------------------------|
| 1. Will you produce dust or loose combustible fibers?            | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Will you be installing dust collection equipment?             | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Will you be applying flammable finishes?                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Will you be installing a spray booth?                         | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is your building equipped with automatic fire sprinklers?     | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is your building equipped with automatic fire detection?      | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Will you have explosives or blasting agents on your property? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Will you be welding or cutting?                               | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Will you have compressed gases?                               | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Will you have dip tanks or salt baths?                       | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Will you store flammable or combustible liquids?             | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Will you be dispensing flammable or combustible liquids?     | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Are acids or alkalis being used or stored?                   | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Are chemicals of a hazardous nature used or stored?          | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Will you be cooking food?                                    | <input type="checkbox"/> | <input type="checkbox"/> |

**PART II, continued**

	<b>Yes</b>	<b>No</b>
16. Will you be using flame producing devices or torches?	<input type="checkbox"/>	<input type="checkbox"/>
17. Are radioactive substances used or stored?	<input type="checkbox"/>	<input type="checkbox"/>
18. Will there be any LPG stored or used?	<input type="checkbox"/>	<input type="checkbox"/>
19. Will you be doing any woodworking?	<input type="checkbox"/>	<input type="checkbox"/>
20. Will you be processing or machining magnesium?	<input type="checkbox"/>	<input type="checkbox"/>
21. Will you be dealing with large amounts of waste material?	<input type="checkbox"/>	<input type="checkbox"/>
22. Are you using industrial baking or drying ovens?	<input type="checkbox"/>	<input type="checkbox"/>
23. Will you be operating a refrigeration system with more than 20 pounds of refrigeration?	<input type="checkbox"/>	<input type="checkbox"/>
24. Will any public assembly take place on your premises in excess of 50 persons, not including employees?	<input type="checkbox"/>	<input type="checkbox"/>

**PART III**

1. Number of employees \_\_\_\_\_
2. Hours of operation: From \_\_\_\_\_ to \_\_\_\_\_
3. Describe the method of disposing of combustible or hazardous waste materials:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PART IV HIGH STOCK – mark the appropriate box:**

- This building will not be used for high-piled combustible storage, as defined in Article 9 of the County of Los Angeles Fire Code. Stockpile heights will not exceed 12 feet in solid stacks. Twelve (12) feet on racks or pallets, or six-feet when consisting of highly combustible or flammable material such as rubber, plastic, flammable liquid, etc.
- This building will be used for high-piled combustible storage and will conform to the requirements of Article 81 of the County of Los Angeles Fire Code.
- This building is a speculation building without a tenant at this time. The tenant will be notified of the Fire Department requirements for high-piled combustible storage and will contact the Fire Department for proper permits prior to occupancy.

**PART V**

Property Owner's Name \_\_\_\_\_ Business Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Tenant's Name \_\_\_\_\_ Business Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

