

Minimum Requirements to Obtain a Permit

The following are the minimum requirements to obtain a permit. Please read the specific permit description for more detailed specifications. City Business License and the insurance must be valid for at least thirty days after the completion date of work. For more detailed information contact the Public Works Department Engineering Division by calling (562) 801-4965 or visit us at City Hall located at 6615 Passons Blvd.

City Business License

City business license can be obtained through the Revenue Division located in City Hall at 6615 Passons Blvd, and can be reached at (562) 801-4321.

Insurance Requirements

- General Liability Insurance
- One million dollars (\$1,000,000) for contractors. The certificate must be original and bear the wet signature of the insurance agent. The business street address (no P.O. Box) and telephone number of the insurer must be provided.
- Endorsement on ISO Form CG 2010 11 8
- The endorsement must be original and bear the wet signature of the insurance agent. The endorsement must be on ISO Form CG 2010 11 85.
- The City of Pico Rivera shall be named as additional insured

Construction Permits

This permit is required for all type of construction work within the City public right of way. Contractors applying for a Construction Permit must have either a: Class A license, C-10, C-8, C-36 or a specialized license type for work performed, a valid City Business License, and a Certificate of General Liability Insurance.

- **Driveway Approach, Sidewalk, Disabled Ramps, Curb, and Gutter**

This permit is required for: driveway approach, sidewalk, disabled ramps, curb, and gutter on the public right-of-way. Contractors applying for this type of permit must have a Class A or Class C-8 license, a valid City business License, and the City approved insurance.

- **Sewer Connection**

Installation of sewer laterals, or any work to be done related to sewer connection, including trenching, traffic delineation, backfilling and compaction requires a Sewer Connection Permit. To obtain this permit the contractor must have a Class A, or Class C-42 license, a valid City Business License, and a Certificate of General Liability Insurance.

- **Utilities (Cable, Phone, Water, Electrical)**

A Utility company/contractor intended to do work on the public right-of-way must obtain a Utility Permit. The company/contractor must have valid City Business License, as well as the City approved insurance.

- **Street Improvement**

This permit is required for all work done in connection with street improvements, including but not limited to driveway construction, sidewalk construction, handicapped ramp construction, street light installation, traffic signal installation, landscaping, paving, sewer main installation/replacement, and storm drain installation/replacement. Contractors applying for permit under this category must possess a valid Class A license, a valid Business License, and City approved insurance.

Encroachment Permits

- **Temporary Encroachment**

Encroaching on the public right-of-way for construction purposes, such as erecting scaffolding to the temporary storage of construction materials, requires an encroachment Permit. Contractors applying for this type of permit must have any approved Class license, a valid City Business License and a Certificate of General Liability Insurance.

- **Roll-off Dumpster**

Owners or contractors must apply for an Encroachment Permit before installing a trash dumpster on the public right-of-way. Please contact NASA Services at (888) 888-0388 prior to pulling the permit.