



# CITY OF PATTERSON

## MOBILE VENDOR BUSINESS LICENSE INFORMATION

1 Plaza Circle • PO Box 667 • Patterson, California 95363 • Office 209.895.8040 • Fax 209.895.8069

Dear New Business Owner,

Congratulations on your new business venture! Welcome to the growing and developing business community of the City of Patterson. The material in this packet provides information that may be useful to you during your application process for a business license for the City of Patterson.

The business license application must be processed and approved **before** any entity located within the City of Patterson can conduct business. The application must include the Commercial Recycling Compliance Surveys, Proof of Workers Compensation, and applicable fees payable in cash or check, to the City of Patterson Finance Department.

**Submitted in-person to:**

City Hall - 1st Floor (Finance Department)  
1 Plaza  
Patterson, CA 95363

**Mail to:**

City of Patterson  
PO Box 667  
Patterson, CA 95363

All businesses located within a local commercial facility (e.g., leased office space, retail store, warehouse, etc.) will need to meet requirements in effect by the City's Planning, Building, Fire, and Public Works departments. Building inspections will need to be scheduled as part of the application process.

All businesses operating from the owners' residences within the City of Patterson (including internet sales, professional services such as contractors and subcontractors, as well as all other allowable types of home-based businesses) are required to obtain and maintain a City of Patterson Business License and Home Occupational Use Permit.

All businesses, including *out-of-town* businesses, are expected and required to ensure they have all applicable permits and certifications that their business practice need to remain in compliance with the local, state, and federal laws and regulations.

All City of Patterson business licenses are valid from the date issued through the end of the fiscal year (June 30th), regardless of the issue date. Application fees are not prorated. Annual renewal notices are sent in June and due by July 31st. All licenses are considered current during the grace period of July 1 – July 31. If payment is not received during that time, the license will be considered delinquent and will incur a 10% late fee.

**Please Note:** Any licenses within City limits will be referred to Code Enforcement with outstanding fees on August 31<sup>st</sup>. If a contractor and/or outside of City limits, the business license will be inactivated.

**Please Note:** In the event your application is rejected you must contact the City Finance Department within 30 days of rejection date to request a refund of the business license application fee.

# Street, Sidewalk, and Itinerant Vendors and Mobile Food Preparation Vendors

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The Zoning Ordinance States:

- I. “Vendor” means any person, including any employee or agent of another, who sells, or offers to sell, food, beverages, goods or merchandise on any public street or sidewalk for a stand, motor vehicle or from his or her person, or one who travels by foot, wagon, motor vehicle, pushcart or any other method of transportation from house to house or street selling or offering to sell food, beverages, goods or merchandise.
- II. Vendors shall not impede access to the entrance of any adjacent building or driveway.
- III. Vendors shall not locate within fifteen feet of a fire hydrant, fire escape, bus stop, loading zone, driveway or driveway of a fire station, police station, and hospital or ambulance station.
- IV. Vendors shall not occupy any public sidewalk
- V. Vendors selling on behalf of service clubs or organizations may apply for a permit and the City Manager may grant exemptions from fees and regulations.

Please refer to Patterson’s Municipal Code for more information.

[Title 5, Chapter 5.1: VENDING ON STREETS, SIDEWALKS AND PRIVATE PROPERTY](#)

## Disability Access - SB 1186

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On September 19, 2012 Governor Brown signed into law SB 1186, Chapter 383, which adds a state fee of \$1 [on January 1<sup>st</sup>, 2018 Certified Access Specialist (CAsp) program fee increased to \$4], on any application for local business license or similar instrument or permit, or renewal thereof. The purpose is to increase disability access and compliance with construction-related accessibility requirements and to develop educational resources for businesses in order to facilitate compliance with federal and state disability laws, as specified.

Under federal and state law, compliance with disability access laws is a serious and significant 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 at the following agencies:

The Division of the State Architect [www.dgs.ca.gov/dsa/home.aspx](http://www.dgs.ca.gov/dsa/home.aspx)  
The Department of Rehabilitation [www.rehab.cahwnet.gov](http://www.rehab.cahwnet.gov)  
The California Commission of Disability Access [www.cdda.ca.gov](http://www.cdda.ca.gov)

# Proof of Workers' Compensation Insurance – AB 2883

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Legislation AB 2883, Chapter 205, provides that an applicant for insurance or renewal of a business license issued by a city or county must provide proof of valid current workers' compensation insurance or a current Certificate of Self-Insurance.

Failure to provide insurance will result in a stop order that prohibits the use of labor by the employer and acquires up to a maximum penalty total of \$100,000. Failure to observe stop order is a misdemeanor punishable by imprisonment in the county jail not exceeding 60 days or a fine not exceeding \$10,000, or both.

If you have any questions, please contact your insurance agent.

## Departments & Agencies to Contact

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### CITY OF PATTERSON PLANNING DEPARTMENT

**The proposed business must conform to the zoning standards for the location chosen for the business.**

1 Plaza Circle, 2<sup>nd</sup> floor  
Patterson, CA 95363  
(209) 895-8020

### CITY OF PATTERSON BUILDING DEPARTMENT

**Local business, except those requiring Home Occupational Use Permits, must schedule inspections through the Building Department. These inspections are in addition to any inspections required for building occupancy.**

1 Plaza Circle, 1<sup>st</sup> floor  
Patterson, CA 95363  
(209) 895-8030

### CITY OF PATTERSON PUBLIC WORKS DEPARTMENT

**Contact this department for any questions involving public works and environmental compliance requirements.**

1 Plaza Circle, 2nd floor  
Patterson, CA 95363  
(209) 895-8060

### STANISLAUS COUNTY CLERK-RECORDER'S OFFICE

**Contact this agency to register a Fictitious Business Name, if necessary, for business.**

1021 I Street  
Modesto, CA 95354  
(209) 525-6700

### STANISLAUS COUNTY DEPARTMENT OF ENVIRONMENTAL RESOURCES

**Contact this agency for approval for all food-related businesses, as well as for any businesses that generate hazardous waste.**

3800 Cornucopia Way  
Modesto, CA 95358  
(209) 525-6700

### CALIFORNIA STATE BOARD OF EQUALIZATION

**Contact this agency to obtain a Resell Number (Seller's Permit). Contact by phone to receive the application by mail or receive the application online on their website.**

(800) 400-7115  
[www.boe.ca.gov](http://www.boe.ca.gov)

### INTERNAL REVENUE SERVICE

**Contact this agency to obtain a Federal Tax Identification Number (Employer's Identification Number), if necessary.**

[www.irs.gov](http://www.irs.gov)

In accordance with the Municipal Code Section 5.04.090 License Tax, the rates of license fees to be paid by a person engaging in or carrying on any business or business enterprise in the city are fixed as listed under Title 5 on the following website:

<https://www.codepublishing.com/CA/Patterson/> .

Your business license renewal form includes the amount owing, based on the fees detailed in the Municipal Code, plus the Certified Access Specialist (CASp) fee of \$4.00 per Senate Bill 1186. More information on the CASp fee can be found at: <https://www.dgs.ca.gov/casp>

TITLE 5 BUSINESS LICENSE AND REGULATIONS MC FEES			
AVERAGE MONTHLY RECEIPTS		YEARLY GROSS < or =	LICENSE FEE PER ANNUM
\$0.00	\$ 3,000.00	\$ 36,000.00	\$ 40.00
\$ 3,000.00	\$ 6,000.00	\$ 72,000.00	\$ 70.00
\$ 6,000.01	\$12,000.00	\$144,000.00	\$ 100.00
\$ 12,000.01	\$16,000.00	\$192,000.00	\$ 120.00
\$ 16,000.01	OVER	\$999,999.00	\$ 140.00

- SCHEDULE 1** (Realtor, Miscellaneous Business Retailing, Printing, Publishing)
  
- SCHEDULE 2** ( Arts & Crafts, Professional & Personal Services)
  
- SCHEDULE 3** ( Wholesaling, Jobbing, Warehouse, Livestock and Poultry Feed)
  
- SCHEDULE 4** ( Contractors and Sub-Contractors)
  
- SCHEDULE 5** ( Manufacturing)

# **BUSINESS LICENSE INSPECTION CHECKLIST**

**Building Department** ▪ Office 209.895.8030 ▪ Fax 209.895.8039 ▪ [building@ci.patterson.ca.us](mailto:building@ci.patterson.ca.us)

In order to facilitate your business license inspection, please review the following general requirements and correct any deficiencies prior to your inspection date. This is a basic checklist and does not list all requirements as others may apply based on the nature of the business.

## **FIRE EXTINGUISHERS**

1. Provide at least one 2A 10BC extinguisher for every 3,000 square feet or portion thereof of the floor area. Travel distance to a fire extinguisher shall not exceed 75 feet.
2. Extinguishers shall be serviced annually and shall have a current service tag attached to it. Service shall be provided by a licensed service person. Please check fire extinguishers monthly and make sure employees understand how to use one.
3. A type K extinguisher shall be provided in commercial kitchens.

## **ELECTRICAL**

1. Extension cords shall not be used as a substitute for permanent wiring.
2. Power strips shall plug directly into the electrical receptacle. Do not link together or 'daisy chain' power strips together.
3. Appliance cords and extension cords shall be kept in good repair and without splices.
4. All electrical outlets, switches, and junction boxes shall be properly covered with cover plates and the electrical system should be safe from apparent shock and/or other electrical hazards.
5. Electrical panels shall have a minimum clearance of 30" wide, 36" Deep and 6"6" high that has a 36" wide access path to them.
6. Circuit breakers/fuses shall be labeled so as to identify the area protected and shall be clear of any tape, string, or wire.
7. No electrical cords extending through walls, ceilings, floors, under doors, or floor covering

## **HOUSEKEEPING & STORAGE OF COMBUSTIBLES**

1. The facility shall be maintained in a neat and orderly manner.
2. Both inside and outside shall be kept free from combustible litter and rubbish. Storage shall be neatly stacked and not block exits. Incoming stock shall not be stored in corridors or exit ways.
3. Compressed gas cylinders shall be properly secured to prevent falling and contents clearly labeled.
4. Combustible materials shall not be stored in a boiler room, mechanical rooms or electrical rooms.
5. Listed flammable storage cabinets are required for flammable liquid storage in excess of 10 gallons.

## **ACCESSIBILITY**

The Americans with Disabilities Act (ADA) is a Federal civil rights law that prohibits the exclusion of people with disabilities from everyday activities, such as buying an item at the store. To meet the goals of the ADA, the law established requirements for existing facilities as well as for compliance when a facility is altered or a new facility is constructed. "Grandfathered provisions," that are often used by building code officials, do not exempt existing facilities. The following is a partial list of items that may be reviewed for ADA compliance:

1. Sales and Service Counters (Register Area)

- a. Retail stores where counters have cash registers and are provided for sales or distribution of goods or services to the public, at least one shall have a portion of the counter which is at least 36 inches in length with a maximum height of 36 inches above the finish floor. It shall be on an accessible route with an aisle width of 36 inches and have a 30"x48" area to accommodate a mobility device.
2. Accessible Parking
  - a. Contact Building Department with questions
3. Accessible Entrance
  - a. All grade level entrances may be required to be accessible
4. Fixed Seating and Tables
  - a. Disbursement
5. Doors at Entrances to Businesses
  - a. Max 32" clear
  - b. Max 5# of force
  - c. No round Knob, only levers
6. Shelves and Maneuvering Space
  - a. Max 48" above finished floor (AFF)
7. Restroom Facilities
  - a. Minimum of 1 unisex accessible restroom (contact Building Department)

Some locations meet the requirements of "Safe Harbor" as defined in the 2010 ADA guidelines or the current building code.

#### **PUBLIC WORKS REQUIREMENTS & ENVIRONMENTAL COMPLIANCE:**

1. Ensure that a Backflow Prevention Device is installed & successfully tested to prevent cross-contamination into the Public Water System. Public Works performs initial testing at the time of installation and annual test inspections. See attached information regarding Backflow Prevention Devices.
2. Ensure that a grease trap/interceptor is adequately sized for the type of business and that a maintenance program has been established to ensure that it is being maintained regularly. See attached information regarding Fats, Oils, and Grease (FOG) Program.
3. Maintain compliance with Stormwater Regulations. Ensure that you have the Best Management Practices (BMPS) for your business. See attached information regarding Stormwater BMPS.
4. Ensure that the facility has a water meter and that the business is signed up for utility services (Water, Sewer, and Garbage). Please contact the City's Finance Department at (209) 895-8040 for assistance.
5. Ensure that you have adequate waste disposal and recycling programs in place for your facilities.
  - a. If your business is generating 4 cubic yards or more of solid waste, your facility must have a recycling program. **Please complete and submit the AB 341 Compliance form to the Public Works Department.**
  - b. If your business is generating 4 cubic yards or more of solid waste, (Effective 2019) your facility must have an organic recycling program. **Please complete and submit the AB 1826 Compliance form to the Public Works Department**

#### **MISCELLANEOUS**

1. Decorations must be non-combustible or treated with a flame retardant.
2. Approved numbers or addresses shall be placed on all buildings. Numbers shall be a minimum of 6 inches high and clearly visible from the street. All commercial addresses shall be illuminated or provided with lighting to make them visible at all times.
3. Where a sprinkler system or other automatic extinguishing system or standpipe system is in place, such systems shall be serviced and maintained in operating condition. Do not attach anything to a fire sprinkler pipe or sprinkler heads. Do not paint over sprinkler heads.

4. Storage, walls and other fixtures shall not be higher than 18" from the bottom of fire sprinkler heads in a *sprinklered* building.
5. Hot water heaters shall be provided with seismic restraints or straps.
6. Furnaces and water heaters must have combustion air flow for the unit and proper clearance for the vents.
7. Current keys, with contact information, for installation in building Knox box.

#### **PERMIT REQUIREMENTS**

1. **Building permits** are required for any changes to the electrical, mechanical (heating/cooling), plumbing systems and accessibility. Addition, removal or modifications to walls or partitions requires a building permit. Rack systems over 5'9" require a building permit.
2. No additional uses shall be added to a business or adding subtenants without modification of the business license. A separate business license is required for additional businesses.
3. If your business needs any improvement or construction to open and those efforts encroach into the public right-of-way, you will need an **Encroachment Permit**. Contact Public Works at (209) 895-8060 for more information.

## Stormwater & Urban Runoff Pollution

### Overview

- The storm drain system is **NOT** connected to the city sewer system or the wastewater treatment plant. Any water that enters a storm drain flows directly to Salado Creek and then the San Joaquin River, UNTREATED.

- Urban runoff pollution flows to our rivers and into our groundwater through the drain system.
- 18 miles of storm lines that take water and debris straight from Patterson streets to our rivers and groundwater.



### Pollutants Include

- Oil and other automotive fluids
- Paint and construction debris
- Yard and pet wastes
- Pesticides and litter

### Tips

- Place drip pans under the spouts of liquid storage
- Grade and pave the waste receptacles and keep the lids closed, or install a small roof over the waste receptacle area.
- Do not hose out dumpsters! (if washing is required, dispose of wash water in sanitary sewer)
- Inspect dumpster routinely for leaks. Call vendor for replacement as necessary

\*\* Owners and operator of gasoline stations, auto repair shops, office parks and other commercial properties should be aware of the requirements of Stormwater Best Management Practices



## Cross-Connection Control Program

A cross-connection is a connection between the potable water supply and contaminate or pollutant, either from the distribution system or inside your home or business. Cross Connection must be eliminated to ensure your water supply is safe for you to drink.

### Key Terms

**Contaminate:** is an actual hazard to the public health through the poisoning or through the spread of disease.

**Pollutant:** is not an actual hazard to the public health, but does adversely affect the aesthetic qualities of the city water.

**Backflow:** occurs when water from the potable water gets reversed and water from the unprotected source flows back into the potable water system.

### Why does it matter?

In order for backflow to occur, two things must first happen:

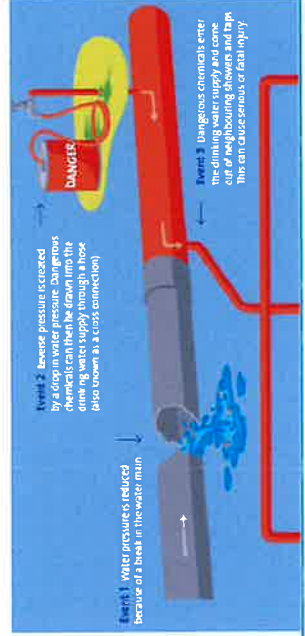
- there must be a link (cross connection between two systems (potable and non-potable).
- The resulting force must go towards the potable water supply (backflow).

### When and who are tested?

Every year businesses with a potential cross connection are tested, these businesses are but

**NOT** limited to:

- Medical offices
- Hazardous buildings
- Painting companies
- Printing companies
- Hospitals
- Automotive shops



# The City of Patterson

## Public Works Department

## Business License Information Brochure



Contact The City of Patterson Public Works Department if you have questions, concerns or comments about any of the programs in this brochure.

City of Patterson  
Public Works Department  
1 Plaza, 2nd floor  
Patterson, Ca. 95363  
Phone (209) 895-8060  
www.ci.patterson.ca.us



## Contaminación de Aguas Pluviales y Escorrentía Urbana

### Visión de Conjunto

- El sistema de drenaje de tormentas **NO** está conectado al sistema de alcantarillado de la ciudad ni a la planta de tratamiento de aguas residuales. Cualquier agua que ingrese a un drenaje pluvial fluye directamente a Salado Creek y luego al Río San Joaquín, SIN TRATAR.



- La contaminación de la escorrentía urbana fluye a nuestros ríos y a nuestras aguas subterráneas a través del sistema de drenaje.
- 18 millas de líneas de tormenta que llevan agua y escombros directamente desde las calles de Patterson a nuestros ríos y aguas subterráneas.

### Los contaminantes incluyen

- Aceite y otros fluidos automotrices
- Pintura y escombros de construcción
- Desperdicios de jardín y mascotas
- Pesticidas y basura

### Consejos

- Coloque las bandejas de goteo debajo de las boquillas de almacenamiento de líquidos
- Clasifique y pavimente los receptáculos de desechos y mantenga las tapas cerradas, o instale un techo pequeño sobre el área del receptáculo de desechos.
- ¡No mangle los contenedores de basura! (Si se requiere lavar, deseche el agua de lavado en el alcantarillado sanitario)
- Inspeccione el contenedor de basura rutinariamente para detectar fugas. Llame al vendedor para reemplazarlo según sea necesario.

\*\* Los propietarios y operadores de estaciones de gasolina, talleres de reparación de automóviles, parques de oficinas y otras propiedades comerciales deben conocer los requisitos de las mejores prácticas de gestión de aguas pluviales.



## Programa de Control de Conexión Cruzada

Una conexión cruzada es una conexión entre el suministro de agua potable y el contaminante, ya sea del sistema de distribución o dentro de su hogar o negocio. La conexión cruzada debe eliminarse para garantizar que su suministro de agua sea seguro para que pueda beber.

### Palabras Clave

**Contaminar:** es un peligro real para la salud pública a través del envenenamiento o la propagación de enfermedades. .

**Contaminante:** no es un peligro real para la salud pública, pero sí afecta negativamente a las cualidades estéticas del agua de la ciudad.

**Contraflujo:** ocurre cuando el agua del agua potable se invierte y el agua de la fuente desprotegida fluye de regreso al sistema de agua potable.

### ¿Por qué eso importa?

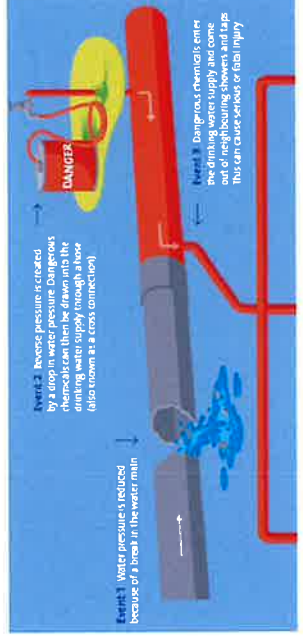
Para que se produzca un contraflujo, primero deben suceder dos cosas:

- Debe haber un enlace (conexión cruzada entre dos sistemas (potable y no potable).
- La fuerza resultante debe ir hacia el suministro de agua potable (contraflujo).

### ¿Cuándo y quiénes son probados?

Cada año se prueban las empresas con una posible conexión cruzada, estas empresas **NO ESTÁN** limitadas a:

- Consultorios médicos
- Edificios peligrosos
- Empresas de pintura
- Imprentas
- Hospitales
- Taller mecánico



## La Ciudad de Patterson

### Departamento de Obras Públicas

## Folleto Informativo para Licencia Comercial



Póngase en contacto con el Departamento de Obras Públicas de la Ciudad de Patterson si tiene preguntas, inquietudes o comentarios sobre cualquiera de los programas en este folleto.

Ciudad de Patterson  
Departamento de Obras Públicas  
1 Plaza, 2do piso  
Patterson, Ca. 95363  
Teléfono (209) 895-8060  
www.ci.patterson.ca.us

## Programa de Manteca, Aceite, y Grasa

### Información para negocios

Debe instalar un dispositivo de eliminación de grasa si sus aguas residuales contienen manteca, aceites, grasas, sedimentos, materia particular o cualquier otro material que pueda perjudicar el flujo de las aguas residuales.

**Trampas de grasa:** se instalan en el interior, a debajo del mostrador, generalmente se usan para establecimientos pequeños.

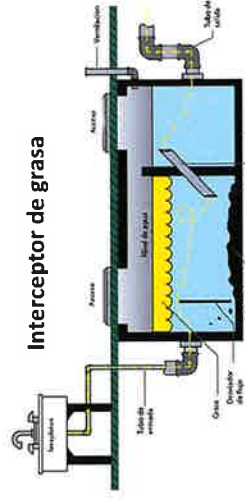
**Interceptor:** Caja grande de concreto dividida para eliminar la grasa y el desperdicio de comida al atrapar las cosas que flotan y las que se asientan en el fondo.

### Eliminación de Desechos de Grasa

- **Las trampas de grasa** pueden ser limpiadas por el restaurante o la instalación de servicio de alimentos, pero debido a su tamaño, **los interceptores** deben ser limpiados por un servicio de limpieza.

### Pasos para Lidar con la Eliminación de la Grasa

- Nunca deseches los residuos de grasa directamente en el alcantarillado.
- Contrato con una empresa de eliminación de grasa para recogida de grasa residual.
- Mantenga su trampa de grasa o interceptor de grasa regularmente.



### Trampa de grasa



## Reciclaje Orgánico

### ¿Quién debe participar?

Cualquier negocio que produzca 4 yardas cúbicas o más de desechos orgánicos por semana. A partir del 1 de enero de 2019, las empresas que crean 4 yardas cúbicas de desechos por semana..

### ¿Por qué reciclar?

En promedio, un restaurante dispone de más de 50 toneladas de productos orgánicos cada año! Estos materiales, cuando se mantienen fuera del vertedero, se pueden convertir en abono en algunos nuevos productos amigables con el planeta.

### Los beneficios de la participación

- Un programa integral de reciclaje que incluya desvío de desperdicios alimentarios ayudará a reducir su factura mensual de basura.
- Beneficia al medio ambiente: desvía los desechos de los vertederos y convierte los materiales orgánicos en subproductos útiles, como las enmiendas del suelo y el compost.
- Reduce las emisiones de gases de efecto invernadero y el lixiviado (escurrimiento líquido) causado por la descomposición de los residuos orgánicos del vertedero.
- Ayuda a que su empresa sea más ecológica y ayuda a la Ciudad de Patterson a cumplir sus objetivos de desviación de desechos.

Para obtener más información sobre el programa de Reciclaje de Desechos de Alimentos y Orgánicos de la Ciudad de Patterson o para comenzar un programa en su restaurante o establecimiento de servicio de alimentos,

### Material Aceptable

Frutas  
Vegetales  
Productos lácteos  
Pan y granos  
Huesos  
Carne de ave  
Pescado y Marisco  
Granos de Café  
Cáscaras de huevo  
Recorte de la planta  
Toallas de papel sucias  
Platos de papel  
Cartones de leche

### Material NO Aceptado

¡Si no CRECE, entonces NO VA!  
Plástica  
Vaso  
Rieles  
Espuma de poliestireno  
No es biodegradable



## Reciclaje comercial y de unidades múltiples

### ¿Quién debe participar?

- Cualquier negocio que genere 4 yardas cúbicas o más de desechos por semana
- Comunidades multifamiliares con cinco o más unidades

### Organice los servicios de reciclaje

Las empresas que cumplan con el umbral deben colocar materiales reciclables separados por fuente en los contenedores o recipientes provistos por Bertolotti Disposal al 1 (800) 221-1257

### Tipos de material para reciclar

- Correo no deseado limpio y seco, periódicos, revistas, guías telefónicas y catálogos
- Cartón y aglomerado
- Plástico, botellas de vidrio y frascos
- Contenedores de metal y latas de aerosol vacías
- Bolsas de plástico agrupadas

### Tipo de material NO reciclable

- Vidrio roto
- Contaminado o mojado
- Perchas de plástico
- Juguetes de plástico
- Mangueras de jardín
- Neumáticos de goma
- Residuos peligrosos: pintura, baterías, anticongelantes, pesticidas, productos de limpieza, teléfonos celulares, electrodomésticos, etc..





# BUSINESS LICENSE APPLICATION

For street, sidewalk, and itinerant vendors & mobile food preparation vendors

(select all that apply)  New Application  Address Change  Owner Change  Name Change

Proposed Business Start Date \_\_\_\_\_ Ownership Type  Sole Proprietorship  Partnership  Corporation

Business Name \_\_\_\_\_ Business Phone # \_\_\_\_\_

Owner/Contact Person \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Nature of Business \_\_\_\_\_

Tax I.D. # \_\_\_\_\_ Number of Employees \_\_\_\_\_ Length of time & hours of business \_\_\_\_\_

Business Address _____	<i>(If different from Business Address)</i> Mailing Address _____
City _____ State _____ Zip Code _____	City _____ State _____ Zip Code _____

Vehicle License # \_\_\_\_\_ Vehicle Registration # \_\_\_\_\_ Number of Vehicles \_\_\_\_\_

Driver's License # \_\_\_\_\_ License Type \_\_\_\_\_ Expiration \_\_\_\_\_

Description of vehicle \_\_\_\_\_

**FEES:** The average **annual** gross receipts from business conducted **within the City of Patterson** are expected to be: *(please select the appropriate Schedule form the attached table and circle below.)*

SCHEDULE:  1  2  3  4  5 Annual Gross \$ \_\_\_\_\_

First Time Application Fee	<b>\$ 28</b>
Mobile Food Unit: \$250 First Year; \$100 Per Year Thereafter	
Ice Cream or Other Itinerant Vendor, No Food Prep: \$100 per Year	
Business License Fee (see attached fee schedule)	
SB 1186_ State Mandated Access Fund Fee	<b>\$ 4</b>
<b>TOTAL DUE</b>	

**UNDER PENALTY OF PERJURY,  
I DECLARE THE FOREGOING TO BE TRUE AND  
CORRECT.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

For City use ONLY		Customer #
DEPARTMENT	DATE	EVALUATION   RESTRICTIONS
Planning		
Building		
Fire		
Public Works		

Required Documentation
<input type="checkbox"/> Proof of Public Liability Insurance or Bond for minimum of \$500,000
<input type="checkbox"/> Proof of Vehicle Insurance, if applicable
<input type="checkbox"/> Health Department Certificate (attached - Sufficient if selling <b>pre-packaged items ONLY</b> )
<input type="checkbox"/> Health Department Route (Ice Cream or Other Food Vendor, <b>Required if ANY Food prep</b> )
<input type="checkbox"/> Letter of Approval from Property Owner, if applicable



# BUSINESS LICENSE APPLICATION

## WORKERS' COMPENSATION & SUPPLEMENTAL INFORMATION

### WORKERS' COMPENSATION DECLARATION

I hereby affirm, under penalty of perjury, **one** of the following declarations:

- I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided by Section 3700, for the duration of any business activities conducted for which this license is issued.
- I have and will maintain workers' compensation insurance, as required by Sections 3700, for the duration of any business activities conducted for which this license is issued.

My workers' compensation insurance carrier and policy number are:

Carrier \_\_\_\_\_

Policy Number \_\_\_\_\_

- I certify that in the performance of any business activities for which this license is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California. I further agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with the provisions of Section 3700.

Name \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Date \_\_\_\_\_

**WARNING:** Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to \$100,000, in addition to the cost of compensation, damages as provided for in section 3706 of the labor code, interest, and attorney's fees.

### SUPPLEMENTAL INFORMATION

Please complete the following

Will the occupancy or "use" of the building be changing? (will your business be significantly different than the previous business in this location, if any?) Examples: A restaurant opening in a former clothing store location; a pet store in a former insurance office.

YES If yes, please explain

NO

Will you be upgrading/remodeling the building (building walls, putting in restrooms, etc.)?

YES If yes, please explain

NO

Will your establishment be serving or preparing food?

YES If yes, please describe what types of food (prepared from scratch, prepackaged, . . . et cetera)

NO



# Public Works Department

1 Plaza Circle | Patterson, California | Office 209.895.8040 | Fax 209.895.8069

## SB 1383 COMPLIANCE FORM

Please submit questionnaire within **15 days** to the Public Works Department

Business/Entity Name \_\_\_\_\_ Owner/Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ E-Mail \_\_\_\_\_

Mailing Address \_\_\_\_\_ Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

- 1 a.** Does your business produce two (2) cubic yards of solid waste per week?  YES  NO
- 1b.** Does your business generate more than 20 gallons of Organic waste per week?  YES  NO
- 2.** Is your facility a multi-family dwelling of five or more (5+) units?  YES  NO

If you answered "YES" to question 1a and 1b **AND/OR** question 2, please fill out the SB 1383 portion of this form. If you answered "YES" to question 3 below, fill out the AB 341 portion of this form. Return the completed form to the City of Patterson at city hall or e-mail to [solidwaste@ci.patterson.ca.us](mailto:solidwaste@ci.patterson.ca.us). If you answered "NO" to 1, 2 and 3 stop here and proceed to **number 12**

### Commercial Recycling

**3.** Which materials do you recycle?

- Clothing/Textiles  CRV Containers  Plastic  Glass  None
- Cardboard & Paper  Metal (non CRV)  Styrofoam  Lumber  Other \_\_\_\_\_

**4.** Recycled materials are:

- Co-Mingled  Source Separated

**5.** Recycled materials are transported by:

- Self-Haul  Non-Profit  Service Provider

### Organics Recycling & Composting

**6.** Which **organic** materials do you currently **recycle**?

- Food-Soiled Paper  Pruning Waste  Food Waste  Edible Food Waste
- Landscape Waste  Green Waste  None  Other \_\_\_\_\_

**7.** The **recycled organic** materials are:

- Co-Mingled  Source Separated

**8.** How often do you **recycle organics**?

- Daily  Weekly
- Monthly  Yearly

**9.** The **organics** are **transported/recycled** through:

- Self-Haul  Service Provider
- Non-Profit  Other \_\_\_\_\_

**10.** Which **organics** do you currently separate for **composting**?

- Food-Soiled Paper  Green Waste
- Landscape Waste  None
- Food Waste  Other \_\_\_\_\_
- Pruning Waste

**11.** The **organics** are **composted** through:

- Self-Haul  Service Provider
- Non-Profit  Other \_\_\_\_\_

**Please note:** Donating edible food waste to food banks and shelters is a preferred method of recycling/diverting edible food waste.

**12.** I, \_\_\_\_\_, certify that I am a duly authorized representative of the above named entity

*Please print first and last name*

for purposes of regulatory compliance reporting and that the foregoing is true and correct to the best of my knowledge.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Approved by: \_\_\_\_\_

Date \_\_\_\_\_



# NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM SB 205 COMPLIANCE FORM

City of Patterson

## INDUSTRIAL GENERAL PERMIT COMPLIANCE FORM

The City of Patterson is required under California Senate Bill 205 and other regulations to identify the potential effect that each business may have on water quality. SB 205 was enacted to protect California's water resources from stormwater pollution. Stormwater runoff can contain pollutants such as oil, grease, sediment, and chemicals. These pollutants can contaminate our drinking water, harm aquatic life, and damage our natural resources.

All businesses are also required to comply with the City of Patterson Storm Water and Urban Runoff Pollution Control Regulations (City Code Chapter 13.32), which prohibits the discharge of pollutants and non-storm water to City streets and storm drains. Per Senate Bill 205, all new and renewed business license applications from those in regulated industries must demonstrate enrollment with the National Pollutant Discharge Elimination System's Industrial General Permit. **Failure to do so may prevent issuance of the license.**

For questions regarding this form, please e-mail [emartinez@pattersonca.gov](mailto:emartinez@pattersonca.gov). For questions regarding enrollment and requirements of the Industrial General Permit contact the State Waterboards at (916) 464-3291 or [stormwater@waterboards.ca.gov](mailto:stormwater@waterboards.ca.gov).

Also, in close partnership with the Stanislaus County Department of Environmental Resources, the City is requesting that the following Questions be answered related to onsite Hazardous Materials Storage. For any further information regarding the Stanislaus County Hazardous Materials regulations, please visit their website at <https://www.stancounty.com/er/hazmat/pdf/hmd-business-brochure.pdf> or contact them by phone at (209) 525-6700.

1. Will this business store or handle hazardous materials  $\geq$  55 gallons, 500 pounds, or 200 cubic feet?

**Yes No Unsure** (Check One)

2. Will this business generate hazardous waste? **Yes No Unsure** (Check One)

If Yes, provide EPA ID:

3. Will this business generate medical waste? **Yes No Unsure** (Check One)

See reverse for Frequently Asked Questions.

### Site and General Information

Date: \_\_\_\_\_ Business License#: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

### Industrial General Permit Coverage Determination

What is your Standard Industrial Classification (SIC) Code: \_\_\_\_\_

For help with SIC codes, visit [www.osha.gov/data/sic-manual](http://www.osha.gov/data/sic-manual)

If you have an active permit with the California Water Board, please skip to the Permit Information section below and complete the rest of this form. If you do not have a permit, check to see if your SIC code is listed on the California Water Board's website as potentially regulated. [www.waterboards.ca.gov/water\\_issues/programs/stormwater/sicnum.html](http://www.waterboards.ca.gov/water_issues/programs/stormwater/sicnum.html)

If your SIC code is listed on the California Water Board's website as potentially regulated and you do not have a permit, contact the California Water Board at (866) 563-3107 for more information regarding permit requirements.

### Permit Information

Regulated facilities must include their ID number below. Failure to do so may result in the withholding of the City tax certificate/business license until the applicant supplies proof of registration.

Industrial Permit ID # type (circle one): NOI NEC NONA      WDID #: \_\_\_\_\_

### Declaration

I declare under penalty of perjury under the laws of California that the above information is true and correct to the best of my knowledge.

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

#### For Office Use Only

Approve  Deny  Business Lic#: \_\_\_\_\_ SIC: \_\_\_\_\_ Recorded by: \_\_\_\_\_



# NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM SB 205 COMPLIANCE FORM

City of Patterson

## FREQUENTLY ASKED QUESTIONS

**Q: What is an NPDES Permit?**

A: An NPDES permit is a federal permit that regulates point source discharges of pollutants into waters of the United States. The Clean Water Act prohibits discharge of pollutants from point sources into waters of the United States unless regulated by an NPDES permit.

**Q: Do I need to fill this out every year?**

A: No, only if your business changes primary activities. Otherwise, the City having record of your SIC code and ID number (if covered by the permit) is sufficient to maintain compliance.

**Q: I need help with registering for the Permit.**

A: Please note that registration with the Water Boards is not managed or administered by the City, all registration is done through the State. Contact the State Waterboards at (866) 563-3107 or [stormwater@waterboards.ca.gov](mailto:stormwater@waterboards.ca.gov) for instructions on how to get your business covered under the Permit.

Other potentially useful resources:

SMARTS – Industrial Stormwater Reporting Help Guides

[https://www.waterboards.ca.gov/water\\_issues/programs/stormwater/smarts/industrial/indst\\_help\\_guides.html](https://www.waterboards.ca.gov/water_issues/programs/stormwater/smarts/industrial/indst_help_guides.html) IGP

Toolbox – [https://www.waterboards.ca.gov/water\\_issues/programs/stormwater/toolbox.html](https://www.waterboards.ca.gov/water_issues/programs/stormwater/toolbox.html)

**Q: Is there a fee?**

A: The City does not charge any additional fees for stormwater compliance registration. If your business is required to register, the State Waterboards may charge a fee depending on your stormwater discharge type (NOI, NEC, NONA). There is a nominal fee for inspections. Prior to inspection, you will receive a notice detailing the inspection process and fee.

**Q: What do the different permit types (NOI, NEC, NONA) mean?**

A: An NOI is a “Notice of Intent”, meaning that your industrial facilities may discharge to the storm drain. NEC is “No Exposure Certification”, meaning that your industrial facilities do not have any exposure to rainfall or could potentially drain to the storm drain. NONA is “Notice of Non-Applicability”, meaning your facility has no connection to a storm drain or is designed to retain all historical stormwater runoff. Please contact the State Waterboards for more information.

**Q: I need time to get my ID number. What should I do if I want to operate in the City in the meantime?**

A: The City cannot issue the business license until we have verified registration of your business.

**Q: What if I received this, but my business is only office or retail work?**

A: Ensure that you have the correct SIC Code for your business. Typically, retail services begin with 52xx through 59xx, while offices offering professional services or administration are grouped from 70xx to 99xx. These SIC Codes are not covered under the Permit so “No” can be circled and an ID number is not needed.

**Q: I have multiple types of business use at my location**

A: Include the SIC code that is most relevant to your primary activities. The Permit only applies to the portion of your facility that participates in those activities.

**Q: I cannot find a SIC code that applies to my business activities**

A: Most SIC groups have a “miscellaneous” section that covers unspecified business activities and can be used for any cases that aren’t covered elsewhere.

**Q: I do not know my Business License number.**

A: Please email the City of Patterson Business License Division at [finance@pattersonca.gov](mailto:finance@pattersonca.gov)