



# BUSINESS LICENSE APPLICATION

City of Oceanside  
Financial Services Department

**PLEASE INDICATE:**

- ☐ New Business
- ☐ Additional Location
- ☐ Change of Owners
- ☐ Change of Address
- ☐ Change of Business Name
- ☐ Add/Change Business Description
- ☐ Home Occupation
- ☐ No Longer in Business

Please make checks payable to City of Oceanside  
**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

**BUSINESS INFORMATION****License No.**

MAILING ADDRESS:

BUSINESS LOCATION:

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

Business Address: \_\_\_\_\_  
NUMBER STREET SUITE NO.

In care of: \_\_\_\_\_

Mail Address: \_\_\_\_\_  
NUMBER STREET SUITE NO.

Bus. Phone: \_\_\_\_\_

CITY STATE ZIP

Corp. Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

City Start Date \_\_\_\_\_ State ID \_\_\_\_\_

Health Permit \_\_\_\_\_ ☐ Sole Prop

Hrs. of Operation \_\_\_\_\_ Fed ID \_\_\_\_\_

ABC License # \_\_\_\_\_ ☐ Partnership

# Of Employees \_\_\_\_\_ Seller's Permit \_\_\_\_\_

Contractor #/Class \_\_\_\_\_ ☐ Corporation☐ LLC

Property Owner/Management Co: \_\_\_\_\_

Address of Owner/Management Co: \_\_\_\_\_

Phone Number of Owner/Management Co: \_\_\_\_\_

Business activity must be described in detail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_**OWNERSHIP INFORMATION**

Owner/Pres: \_\_\_\_\_

Owner/Pres: \_\_\_\_\_

Home Address: \_\_\_\_\_  
NUMBER STREET SUITE NO.Home Address: \_\_\_\_\_  
NUMBER STREET SUITE NO.

CITY STATE ZIP

Home Phone: (\_\_\_\_) \_\_\_\_\_ SSN: \_\_\_\_\_

CITY STATE ZIP

Home Phone: (\_\_\_\_) \_\_\_\_\_ SSN: \_\_\_\_\_

Birth Date: \_\_\_\_\_ DL# \_\_\_\_\_

Birth Date: \_\_\_\_\_ DL# \_\_\_\_\_

Issuing State \_\_\_\_\_

Issuing State \_\_\_\_\_

**Fees and Charges: Administrative Fees** \_\_\_\_\_**DECLARATIONS**

I certify that in the performance of any business activities for which this license is issued, I shall not employ a person in any manner so to become subject to the Worker's Compensation laws of California. If I should become subject to the Worker's Compensation laws I shall forthwith comply with the provision of section 3700 of the labor code. I further declare under penalty of perjury under the laws of California that the above information is true and correct to the best of my knowledge.

\_\_\_\_\_  
TITLE\_\_\_\_\_  
SIGNATURE\_\_\_\_\_  
DATE



# URBAN RUNOFF INFORMATION

City of Oceanside  
Water Utilities Department

The City of Oceanside is required, under new state regulations, to identify the potential effect that each business may have on water quality. All businesses are also required to comply with the City of Oceanside's Urban Runoff Management and Discharge Control Regulations (City Code Chapter 40), which prohibit the discharge of pollutants and non-storm water to City streets and storm drains. Water that flows on streets and into storm drains discharged to the nearest water body, without treatment. Typical urban runoff pollutants include oils, chemicals, building materials, dirt, vegetative waste, and trash. All businesses must complete and submit this form with their business license application, as well as implement the appropriate Best Management Practices to prevent such discharges. This form must be completed to receive your business license. Contact the Water Utilities Department at 760-435-5800 or log on to our website at [www.oceansidecleanwaterprogram.org](http://www.oceansidecleanwaterprogram.org) for further information.

## Reason for Submittal

☐ New Business

☐ Change of Information

## Site and General Information

Date: \_\_\_\_\_ Standard Industrial Classification (SIC) Code: \_\_\_\_\_

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

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

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Size of Facility (sq. ft.): \_\_\_\_\_ Type of Business: \_\_\_\_\_

Materials used in Industrial Process (Industrial Businesses Only): \_\_\_\_\_

Potential Urban runoff pollutants generated: \_\_\_\_\_

Expected non-rain water discharges (i.e. air conditioners condensation, excess irrigation, filter backwash, etc.): \_\_\_\_\_

Is this facility regulated under the Industrial NPDES permit (circle one)? Yes No Not Sure

## Brief Description of Business Activity

\_\_\_\_\_  
\_\_\_\_\_

What type of activities is your business conducting? Check any that apply...

☐ Manufacturing

☐ Distribution

☐ Office Work

☐ Showroom

☐ Retail

## 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 City Use Only

Business Lic#: \_\_\_\_\_ S.I.C.: \_\_\_\_\_ Business Type: \_\_\_\_\_ Industrial Type: \_\_\_\_\_

☐ Recorded By: \_\_\_\_\_



# HOME OCCUPATION REGULATION AGREEMENT

City of Oceanside  
Financial Services Department

License # \_\_\_\_\_

**A. Permit Required:** A home occupation in an A, O, MHP or R district shall require a business license, obtain by filing a completed application form with the Business License Office. A permit shall be issued upon determining that the proposed home occupation complies with the requirements of this section.

**B. Contents of Application:** An application for a home license shall contain:

- The name, address, and telephone number of the applicant.
- A completed description of the proposed home occupation, including amount and location of floor space occupied, provision for storage of materials, number and type of vehicles used, and provisions for parking.

**C. Required Conditions and Regulations for a Home Occupation:**

1. A home occupation shall be conducted entirely within a building (which the exception of a Horticulture Limited use), and the combination of the office, workspace and storage space shall occupy no more than 400 square feet of floor area (with the storage space not the exceed 200 square feet of floor area). No outdoor storage, or storage in required garage parking areas, shall be permitted. The amount and type of flammable, hazardous or toxic materials stored on-site, in conjunction with a home occupation, shall not be in excess of the amount normally found in the district.
2. The existence of a home occupation shall not be apparent beyond the boundaries of the site. No use shall create noise, dust, vibration, smell, smoke, glare, electrical interference, fire hazard, or other hazard or nuisance to any greater or more frequent extent than that usually experienced in a district under the circumstances where no home occupation exist. All noise shall comply with the City's Noise Control Ordinance (Chapter 38 of the Code of the City of Oceanside)
3. No signage shall be permitted.
4. No one other than the resident of the dwelling shall be employed on-site or report to work at the site in the conduct of a home occupation. This prohibition also applies to independent contractors.
5. No kilns exceeding 10 cubic feet in size shall be permitted, and a home occupation shall comply with the performance standard prescribed by Section 3026.



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6. No more than one truck with the maximum capacity of one ton incidental to a home occupation shall be kept on the site. No signage identifying the existence of the home occupation shall be permitted on the vehicle.
7. The number of parking spaces available to a dwelling unit housing a home occupation shall not be reduced to less than two. At the minimum, a two-car garage with minimum dimensions of 20 feet by 19 feet shall be provided for the parking of vehicles (two 10-foot by 19-foot parking spaces). Materials and goods shall not be stored, and no permanent work area work bench or structures shall be built, within the required garage parking area.
8. A home occupation shall not create pedestrian, automobile, or truck traffic in excess of the normal amount in the district.
9. The delivery of materials, goods, or products to and from the location of a home occupation shall be limited to the hours of 7:00 am. to 7:00 pm., with the exception of newspaper deliveries.
10. The size of delivery vehicles used in conjunction with the delivery of materials, goods, or products to and from the location of a home occupation shall be limited to a single unit truck with a maximum of 28-foot length and a maximum gross vehicles weight of 24,000 pounds.
11. No motor vehicle, beauty shop, barber shop, or retail sales shall be permitted, and a home occupation shall not include an office, sales room, or any other space open to any business visitors, customers, or clients, and there shall be no advertising of the address of the home occupation that results in attracting persons to the premises.

The license for a home occupation that is not operated in compliance with these regulations shall be revoked by the Business License Inspector, with the concurrence of the Building Director and the City Manager after 30 days written notice unless the home occupation is altered to comply.

**I have read and understand the “Home Occupation Regulations” and agree to comply with all the regulations as stated. I understand that the Business License is subject to revocation if any of the “Home Occupation Regulations” are violated.**

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# ENVIRONMENTAL SURVEY FORM

City of Oceanside  
Financial Services Department

Complete all of the following information. Please Print:

**Name of Business (DBA)** \_\_\_\_\_

**Date** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**City of Oceanside Business License Number** \_\_\_\_\_

If you currently have permit with the San Diego County Department of Environmental Health, Hazardous Materials Division, you do not need to complete the remainder of this form. Please indicate your "UPFP" number:

**Unified Program Facility Permit (UPFP) #** \_\_\_\_\_

If you do not have a permit from the San Diego County Department of Environmental Health, Hazardous Materials Division, please answer the following questions:

1. Yes ☐ No ☐ Is your business type listed on the reverse side of this form?
2. Yes ☐ No ☐ Will your business dispose of Hazardous Substances\* in any amount?
3. Yes ☐ No ☐ Will your business dispose of Medical Wastes in any amount?
4. Yes ☐ No ☐ Will your business store or handle Hazardous Substances in quantities equal to or greater than 55 gallons, 500 pounds, or 200 cubic feet of compressed gas?
5. Yes ☐ No ☐ Will your business use an existing, or install an underground storage tank?
6. Yes ☐ No ☐ Will your business use or install Hazardous Waste Tank System?  
(Title 22, Article 10)
7. Yes ☐ No ☐ Will your business store petroleum in tanks or containers at our facility with storage capacity equal to or greater than 1,320 gallons?

\* The definition of a hazardous substance and acutely hazardous material can be obtained by contacting the Duty Specialist for the San Diego Hazardous Materials Division. If you have any questions regarding hazardous materials, permits, etc., you may contact the Duty Specialist at 619-338-2231.

If you answered "Yes" to any of the questions above, you will need a permit from the Hazardous Materials Division.

**Please return this form along with your Business License Application.**



# ENVIRONMENTAL SURVEY FORM

City of Oceanside  
Financial Services Department

## List of Businesses Which Require Review and Approval From the County Hazardous Materials Division

### AEROSPACE

Aerospace Industry  
Aircraft Maintenance  
Aircraft Manufacturing

### AUTOMOTIVE

Battery Manufacturing/Recycling  
Boat Yard  
Car Wash  
Dealership Maintenance/Paint  
Machine Shop  
Painting  
Radiator Shop  
Rental Yard Equipment  
Repair Preventive Maintenance  
Repair, Major Overhaul  
Transportation Services  
Wrecking and Recycling

### CHEMICAL HANDLING

Agricultural Supplier/Distributor  
Chemical Manufacturer  
Chemical Supplier/Distributor  
Coating/Adhesives  
Compresses Gas Supplier/Distributor  
Dry Cleaning  
Fiberglass/Resin Application  
Gas Station  
Industrial Laundry  
Laboratory  
Laboratory Supplier/Distributor  
Oil and Fuel Bulk Supply  
Pesticide Operator/Distributor  
Photographic Processing  
Pool Supplies/Maintenance  
Printing/Blue Printing  
Road Coatings  
Swimming Pool  
Toxic Gas Handlers  
Toxic Gas Manufacturing

### ELECTRONICS

Electronic Assembly and Sub-Assembly  
Electronic Components Manufacturing  
Printed Circuit Board Manufacturing

### METAL WORKING

Anodizing  
Chemical Milling/Etching  
Finish Coating/Painting  
Flame Spraying  
Foundry  
Lathes, Mills  
Machine Shop-Drilling/Lathes/Mills  
Metal Plating  
Metal Prepping/Chemical Coating  
Precious Metal Recovery  
Sand Blasting/Grinding  
Steel Fabricator  
Wrought Iron Manufacturing

### OTHERS AND MISCELLANEOUS

Asphalt Plant  
Acupuncture Office  
Biotechnology/Research  
Chiropractic Office  
Co-Generation Plant  
Dental Clinic/Office  
Dialysis Centers  
Emergency Generator Tank System  
Frozen Food Processing Facility  
Government Agency using Hazardous Materials  
Hazardous Waste Hauler  
Hospital/Convalescent Home  
Laboratory/Biological Lab  
Medical Clinic/Office  
Nitrous Oxide (NOx) Control System  
Pharmaceuticals  
Public Utility  
Refrigeration System  
Rock Quarry  
Ship Repair/Construction  
Telecommunication Cell Site  
Veterinary Clinic/Hospital  
Wood Furniture Manufacturing/Refinishing

The above list includes businesses which typically use, store, handle and dispose of hazardous substances. Any business not included on this list which stores, handles, uses, or disposes of hazardous substances may still require a permit from the Hazardous Materials Division. If you have any questions, contact the Duty Specialist at (619) 338-2231.