

## IMPORTANT NOTICE

City of Oceanside Financial Services Department

Oceanside City Code requires that any business have an approved business license prior to opening for business. Submitting an application for a business license and paying the fee does not constitute a business license approval.

The approval process takes approximately fifteen (15) days after submittal of a completed application. If your business requires Fire Department inspection, special City approval such as a Conditional Use Permit or Development Plan, or if your business is proposed for public property and is subject to lease consideration, this process could be longer.

You may want to defer signing a lease agreement, or purchasing a business site until you have checked with the Planning Department about the proper zoning of your proposed property.

Applicant Signature	
Date	



## **BUSINESS LICENSE APPLICATION**

City of Oceanside Financial Services Department

### PLEASE INDICATE:

- □ New Business
- □ Additional Location
- $\hfill\square$  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

	ROSINES	SINFORMATION	<u> </u>	ense No.	
MAILING ADDRES	S:		BUS	INESS LOCATIO	N:
Business Name:		Business Addre	ess:		
In care of:			NUMBER	STREET	SUITE NO.
Mail Address:		Bus. Phone:	CITY	STATE	ZIP
NUMBER STREET	SUITE NO.			Phone	<del></del>
City Start Date	State ID				
Hrs. of Operation	Fed ID				: : .
# Of Employees				ass	i i Colodianon
Property Owner/Management Co: _					- LLC
Address of Owner/Management Co					
Phone Number of Owner/Managem					
Business activity must be described					
Dubiness dearnly must be described	- III GOLGIII.				
	OWNERSHI	P INFORMATION	N .		
Owner/Pres:		Owner/Pres:			
Home Address:	SUITE NO.	_ Home Address		REET	SUITE NO.
<u></u>					
Home Phone: ()S	STATE ZIP	Home Phone: (	CITY	STATE SSN:	ZIP
		Birth Date:			
Issuing Stat	te		Issui	ng State	<del> </del>
Bid Amount: I	Fees:	Email:_			
	DECL	ARATIONS			
I certify that in the performance of an manner so to become subject to the Compensation laws I shall forthwith co of perjury under the laws of Cali	y business activities f Worker's Compensati mply with the provisio	or which this license ion laws of California n of section 3700 of	. If I should be the labor code	come subject to t . I further declare	he Worker's under penalty
TITLE	S	IGNATURE		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 <a href="https://www.oceansidecleanwaterprogram.org">www.oceansidecleanwaterprogram.org</a> for further information.

Reason for Submittal
Change of Information
and General Information
d Industrial Classification (SIC) Code:
Phone:
Title:
Type of Business:
strial Businesses Only):
ed:
conditioners condensation, excess irrigation, filter backwash, etc.):
al NPDES permit (circle one)? Yes No Not Sure
onducting? Check any that apply  ☐ Office Work ☐ Showroom ☐ Re
□ Office Work □ Showroom □ Re
<b>Declaration</b> laws of California that the above information is true and
Title Date
For City Use Only
Business Type: Industrial Type:



## Oceanside Fire Department

300 N. Coast Highway Oceanside, CA 92054 760-435-4101

### **Business License Guide**

A successful fire inspection is required in order to approve and finalize your Business License. <u>The fee for this inspection is \$152.00.</u> You will pay this fee along with your Business License fees.

We will need to view your place of business when you have everything in place and you are ready to begin business in your facility (all tenant improvements completed, office equipment and furniture installed, stock placed on shelving/racks, etc.)

<u>Please call for your Fire Inspection when your facility is completely ready to serve customers. Contact us at 760-435-4101.</u>
We can typically schedule your inspection within 24-48 hours from the time you call.

We are providing the following basic guidelines to assist you in the preparation of your place of business. There may be additional requirements based on the type of business and materials being stored or sold.

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1.	ACCE	
	Ш	Fire lanes are unobstructed and clearly marked.
		Address numbers of the building are in a contrasting color and clearly visible from the street. Commercial buildings
		require numbers 6 inches in height and industrial buildings require numbers 12 inches.
2.	EXITI	NG
		Exit pathways, exit doors and stairways are clear and unobstructed.
		Exit door(s) open easily without special knowledge of locks or bolts.
3.	GENE	RAL FIRE SAFETY
		Storage is kept at least 18 inches below sprinkler heads or 24 inches below ceiling.
		Combustible materials are kept at least 3 feet away from heat producing equipment.
		Trash dumpster is at least 5 feet away from any building overhang or opening.
		Flammable or combustible liquids are kept in original containers; U.L. approved safety cans or approved storage
		cabinets.
4.	FIRE I	EXTINGUISHERS
		A portable extinguisher with a minimum rating of at least 2A:10BC must be available within 75 feet of travel from all
		portions of the interior of the building.
		The date punched on the service card of extinguishers from a reputable Fire Extinguisher Company within 12 months.
5.	ELEC.	TRICAL
		Extension cords are not being used in place of permanent wiring.
		Electrical cords are in good condition and are not subject to damage by being placed under carpet, under doors,
		through walls or ceilings or stapled in place.
		Cover plates are on all outlets and light switches. Circuit-breaker panels are labeled and have blanks in place of
		missing breakers.
6.	GENE	RAL INFORMATION
		If you are making modifications to the building (putting in a hood system, paint booth, adding a wall, etc.) contact the
		Building Department at 760-435-3950 and the Fire Department 760 435 4101 to see if a permit is required.
		If you have an outside storage area, contact Code Enforcement at 760-435-3944.
		If you are handling, storing or disposing of hazardous materials such as waste oil, antifreeze, etc., you must submit a
		MSDS sheet to Fire Prevention and provide quantities for each chemical prior to your business license inspection.
		If your business emits a contaminant into the air, follow the Air Pollution and Control District (APCD) guidelines. 858-
		650-4700.
		If your building is sprinklered, the system must have a quarterly and annual inspection and a current five-year
		certification by a C-16 contractor. The sprinkler system must be monitored. Check with your landlord/property
		manager with questions.
		If you are a restaurant or food service provider, your hood suppression system must meet UL300 compliance. You
		can check with a licensed C-16 Hood System Contractor for verification. You must also have a "K" rated fire
		extinguisher within 30 feet of the kitchen.
		If you are operating a body shop, and installing a booth pull the appropriate permits with the Building Department
		(760-435-3950) and APCD (858-650-4700). Be prepared to conduct a test with a C-16 contractor and fire inspector to
		confirm that the spray booth and extinguishing system is operating properly.
		Please have a Knox box (a key box which only the fire department has access to) installed by the main entrance to
		your building or at each end of the multi-tenant strip mall to facilitate Fire Department access. Contact Fire Prevention
		at 760-435-4101 for more information.
		If you are operating a family daycare or residential care facility, please call Fire Prevention at 760-435-4101 if you
		have questions.
		·
Please	complet	e the following, a portion of which will be stored by the Oceanside Police Department for use in case of emergency. This
informa	tion sho	uld be updated as often as needed by contacting OPD dispatch, 760-435-4900 (24/7).
Name of Bu	usiness	Type of Business
Address		Email



## **ENVIRONMENTAL SURVEY FORM**

## City of Oceanside Financial Services Department

Compete all of the following information. Please Print:

Na	me of Bus	siness (C	DBA)
Da	ite		
Ci	ty of Ocea	nside Bı	usiness License Number
Ha		aterials [	permit with the San Diego County Department of Environmental Health, Division, you do not need to complete the remainder of this form. Please number:
	U	nified P	rogram Facility Permit (UPFP) #
•		-	ermit from the San Diego County Department of Environmental Health, 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?
	co qu	ntacting tl	on of a hazardous substance and acutely hazardous material can be obtained by the Duty Specialist for the San Diego Hazardous Materials Division. If you have any egarding hazardous materials, permits, etc., you may contact the Duty Specialist at 31.
•	ou answer aterials Div		to any of the questions above, you will need a permit from the Hazardous

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 Stop 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 Plan

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.