



PERMIT APPLICATION CHECKLIST

THE FOLLOWING ITEMS ARE REQUIRED BY THE CITY FOR PERMIT ISSUANCE.

1. CERTIFICATE OF LIABILITY INSURANCE, ALONG WITH AN ADDITIONAL INSURED ENDORSEMENT NAMING THE CITY OF SANTA FE SPRINGS AND ITS OFFICIALS AS ADDITIONAL INSUREDS.
2. ALL INFORMATION FIELDS ON THE APPLICATION MUST BE FILLED OUT, OR THE APPLICATION MAY BE DEEMED INCOMPLETE.
3. PROVIDE A LOCATION MAP AND SITE PLAN.
4. CURRENT CITY OF SANTA FE SPRINGS BUSINESS LICENSE
5. CURRENT CALIFORNIA CONTRACTOR'S LICENSE
6. ESTIMATED CONSTRUCTION SCHEDULE
7. **TRAFFIC CONTROL PLANS:** ONE (1) PDF COPY SHALL BE SUBMITTED WITH THE APPLICATION PACKAGE AND IS REQUIRED FOR ALL STREETS. RESIDENTIAL AREAS MUST ADHERE TO CURRENT W.A.T.CH. MANUAL OR CURRENT CALIFORNIA MUTCD STANDARDS, SUBJECT TO APPROVAL BY THE CITY TRAFFIC ENGINEER.
8. ON SITE CONTRACTOR'S INFORMATION MUST INCLUDE A 24-HOUR ON-CALL CELL PHONE NUMBER.
9. TELEGRAPH ROAD CORRIDOR APPROVAL (COMMUNITY DEVELOPMENT DEPT/CITY ENGINEER)