

CITY OF SOUTH PASADENA  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

1414 Mission Street South Pasadena CA 91030 (626) 403-7240

CONCRETE WORK PERMIT APPLICATION

PERMIT #: \_\_\_\_\_

Sidewalk/Driveway/Pkwy \_PERMIT FEE: **\$ 181.00**  
INSP. FEE: **\$ 240.00**

Curb & Gutter\_ PERMIT FEE: **\$ 181.00**  
INSP. FEE: **\$ 240.00**

Curb Coring Permit: **\$200.00** /Inspection Fee: **\$190**

**Total Fee: \$ \_\_\_\_\_**

Job Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City Bus. Lic. # \_\_\_\_\_ State Lic. # \_\_\_\_\_ U.S.A # \_\_\_\_\_

A copy of the following items must be received at the Public Works Office before permit can be issued:

- Certificate of Liability Insurance Naming the City of South Pasadena as Additional Insured. (Limits \$ 1,000,000.00)
- Certificate of Workmen's Compensation Insurance.

Applicants agrees to the following conditions when applicant takes out permit:

1. Driveway approaches on public property must be P.C.C. Mix shall be six-(6) sack/cubic yard, with one (1) inch rock. No admixtures shall be allowed without permission from the City Engineer.
2. Curb, gutter and sidewalk shall be cut with concrete saw. Existing adjacent curb and gutter shall be removed to the nearest cold joint, if the joint is less than (5) feet away. Sidewalk shall be replaced to the nearest existing score lines.
3. Water meters and other structures shall be outside of driveway approach and at least two (2) feet clear from side of driveway approach. Curb drains shall be outside of the drive approach.
4. Underground Service Alert shall be notified prior to demolition / excavation, (800) 227-2600.
5. A licensed surveyor at the expense of the property owner shall replace property line prolongations and center line ties in the public right-of-way.
6. Expose any lighting conduit for inspection by the City Electrician.
7. In addition to CAL-OSHA barricading requirements, lighted barricades shall be placed per the City Engineer.
8. Materials shall be stored on private property or be hauled away.
9. Any overtime costs incurred by the City ( As related to the permitted work ) shall be paid for by the contractor.

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

Please schedule inspections 24 hour in advance at (626) 403-7240, the Engineering Department.

Appointments are available Monday thru Thursday from 8:00 a.m. to 4:00 p.m. and Friday from 8:00 a.m. to 3:00 p.m.

Driveway Approach Detail:

**\*\* FOR OFFICE USE ONLY\*\***  
**INSPECTION LOG**

Initial Inspection By \_\_\_\_\_ Date \_\_\_\_\_

Comments:

Form Inspection By \_\_\_\_\_ Date \_\_\_\_\_

Comments:

Final Inspection By \_\_\_\_\_ Date \_\_\_\_\_

Comments: