



# CITY OF SOUTH PASADENA

## Public Works Department

1414 Mission Street - South Pasadena - CA. 91030

Phone (626) 403 7240 \_ Fax (626) 403 7241

### **ENCROACHMENT / STREET USE PERMIT FOR MOBILE FOOD VENDING AND CATERING**

Permit Number: \_\_\_\_\_

Permit Fees: Encroachment Basic: \$138.00

Surety Bond/Deposits: (as required) \$ \_\_\_\_\_

Owners Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tele: \_\_\_\_\_ fax: \_\_\_\_\_

Contractor: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tele: \_\_\_\_\_ fax: \_\_\_\_\_

City Bus. Lic. No.: \_\_\_\_\_ County Lic. No.: \_\_\_\_\_

**START:** \_\_\_\_\_  
(Date and Time)

**END:** \_\_\_\_\_  
(Date and Time)

**Location:** \_\_\_\_\_

**Description:** \_\_\_\_\_

\_\_\_\_\_

### ENCROACHMENT PERMIT REQUIREMENTS

- 1.) The permit fee shall be paid in the amount and frequency established by the City's Fee Resolution. The maximum term of the permit shall be twelve (12) months.
- 2.) Only one table is allowed. No chairs, umbrellas, planters, decorative lighting or other items allowed.

- 3.) No materials allowed on grass area of the parkway, except in the case of a waste receptacle.
- 4.) All provisions of the American Disabilities Act (ADA) and Title 24 are to be complied with in full.
- 5.) No overnight materials allowed.
- 6.) A \$1,000,000 liability insurance policy naming the City of South Pasadena as the additional insured must be provided and current during permit dates

Signed: \_\_\_\_\_ Name: \_\_\_\_\_

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

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**\*\* For Office Use Only \*\***

Approved    or    Denied    (circle one)    By: \_\_\_\_\_    Date: \_\_\_\_\_

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

Comments: \_\_\_\_\_

Final Inspection By: \_\_\_\_\_

Comments: \_\_\_\_\_