



City of
Los Banos
At the Crossroads of California

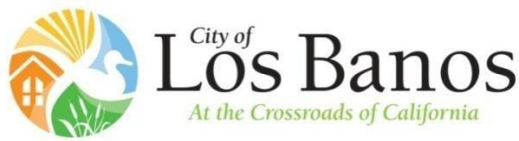
**Community & Economic
Development Department**
520 J Street, Los Banos, CA 93635
Phone: (209) 827-2432
Email: businesslicenses@losbanos.org
Website: www.losbanos.org

Out of Town Business License Application Submittal Requirements

- ☐ Completed Application
 - Specify Business License duration:
 - Annual – for a period of 12 months
 - Short Term – for a period of 3 months or 6 months; no more than one short term business license shall be issued in a 12 month period to the same licensee.
 - Temporary – for a period of 3 consecutive days or less; no more than 6 temporary business licenses shall be issued in a 12 month period to the same licensee.
 - If the applicant is not the property owner(s), the property owner(s) shall authorize submittal of application.
- ☐ Business License Operational Statement
- ☐ Business License fee – see attached fee schedule for applicable fees
- ☐ For Veterans – proof of Form DD-214 Certificate of Release or Discharge from Active Duty issued by the United States Department of Defense, for Sole Proprietorship only
- ☐ Articles of Incorporation/Organization or most recent Statement of Information (SI 550 or LLC12) filed with the California Secretary of State, if applicable
- ☐ Color copy of a valid State-issued Driver's License/Identification Card for each Business Owner listed on the Business License application, for Sole Proprietorship or General Partnership only
- ☐ Copy of a valid Fictitious Business Name Statement filed with the County Clerk's Office, if applicable
- ☐ Copy of a Seller's Permit, if applicable
- ☐ Copy of a Health Permit, if applicable
- ☐ Proof of Coverage under Industrial General Permit [i.e. document with Waste Discharger Identification (WDID) number], if applicable
 - See Attachment A. Businesses operating under specific Standard Industrial Classification (SIC) codes (generally those between 0211 and 5171) must obtain coverage under the State Water Resource Control Board's (SWRCB) General Industrial Stormwater Permit. For more information and specific requirements, visit www.waterboards.ca.gov.
- ☐ Other required individual licenses, permits, and/or registrations, if applicable

Note: *Staff may deem additional submittal information necessary. Paper applications with original business owner signature must be submitted to the address on the application. Make checks and money orders payable to: City of Los Banos. Incomplete or illegible applications will delay the processing and issuance of the business license. Once the Business License application has been reviewed, processed, and verified, the Business License will be mailed to the address listed on the application. Please allow at least two weeks from the date received in order to check the status of the Business License application.*

Page is intentionally left blank



OUT OF TOWN BUSINESS LICENSE APPLICATION

Submit Complete Application: 520 J STREET, LOS BANOS, CA 93635

Contact us by EMAIL: businesslicenses@losbanos.org PHONE: (209) 827-7000 ext. 2432

APPLICATION: (Check One) ☐ New ☐ Update: Business License # _____ Reason for update: _____

OPERATIONAL DURATION: (Check One) ☐ Annual ☐ Short Term (6 mos.) ☐ Short Term (3 mos.) ☐ Temporary (up to 3 consecutive days)

BUSINESS INFORMATION

Business Name			
Business Location (Physical address including suite #)		City/State/Zip	
Mailing Address (If different from above)		City/State/Zip	
Business Phone ()		Email Address	
Legal Structure Type: (Check one)	☐ Sole Proprietorship ☐ General Partnership ☐ Trustee ☐ Limited Partnership (attach Articles) ☐ Limited Liability Company (attach Articles) ☐ Corporation (attach Articles) ☐ Non-Profit (attach proof)		

BUSINESS OWNER INFORMATION (IF MORE THAN ONE OWNER, LIST ON SEPARATE SHEET OF PAPER)

First Name		Middle Name		Last Name	
Incorporated/Organized Legal Entity Name					
Address				City/State/Zip	
Cell Phone ()		Other Phone ()			
Email Address					
State Driver's License or ID No.				Expires	
Are you a Veteran of the United States Armed Forces? ☐ Yes ☐ No Were you honorably discharged? ☐ Yes ☐ No					

JOB SITE INFORMATION (ADDRESS(ES), WORK BEING DONE, BUSINESS SERVICES BEING PROVIDED, ETC.)

BUSINESS IDENTIFICATION

Federal Tax ID				State Tax ID		
Seller's Permit No.				Health Permit No.		
Contractor's License No.		Clas		Expires		
WDID No. (SWRCB)		Other License/Permit No.		Expires		

BUSINESS OWNER DECLARATION: (Check One)

- ☐ I am the business owner and **will not** have employees; **or**
- ☐ I am the business owner and **will** have employees. I understand that valid Workers' Compensation insurance is required prior to conducting business/work.

BUSINESS OWNER ACKNOWLEDGEMENT

I hereby certify that the information provided on this application and all supplemental information is true and correct to the best of my knowledge and belief and acknowledge that the application, including all supplemental information, is signed under the penalty of perjury.

Primary Business Owner's Signature

Print Name

Date

Secondary Business Owner's Signature

Print Name

Date

NOTIFICATION: AREAS SHADED IN GRAY SHALL BE CONSIDERED PUBLIC INFORMATION PER THE CALIFORNIA PUBLIC RECORDS ACT AND CA. BUS. & PROF. CODE § 16000.1. If Applicant's business mailing address is a residential address, that address will be subject to public disclosure unless Applicant provides a different address(e.g. PO Box) where the Applicant consents to receive service of process. If a Different mailing address is not provided, a residential address may be subject to public disclosure.

Rev. 6.10.22

OFFICIAL USE ONLY

THE FOLLOWING DEPARTMENTS WILL BE NOTIFIED OF THE APPLICANT'S INTENTION TO OPERATE A BUSINESS AS DESCRIBED ON THIS APPLICATION. THE FOLLOWING APPROVALS MUST BE RECEIVED PRIOR TO ISSUING THE BUSINESS LICENSE PER LOS BANOS MUNICIPAL CODE SECTION 11-1.201.

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

Zoning District: _____ ☐ Use Permitted ☐ Use NOT Permitted

☐ Existing CUP ☐ Use Requires New CUP

☐ CUP Approved: _____ ☐ CUP Denied: _____

Signature

Title

Date

FINANCE DEPARTMENT

The following fee(s) apply to this Business License and must be paid for at the time of application filing:

Check All Applicable Fees:

- | | |
|--|--|
| ☐ Commercial – Annual (< 20,000 sf) \$ _____ | ☐ Home Occupation – Annual \$ _____ |
| ☐ Commercial – Annual (> 20,000 sf) \$ _____ | ☐ Home Occupation – Temporary \$ _____ |
| ☐ Commercial – Temporary \$ _____ | ☐ Home Occupation – Short Term (3 months) \$ _____ |
| ☐ Commercial – Short Term (3 months) \$ _____ | ☐ Home Occupation – Short Term (6 months) \$ _____ |
| ☐ Commercial – Short Term (6 months) \$ _____ | ☐ Home Occupation – Renewal \$ _____ |
| ☐ Commercial – Tenant Improvements \$ _____ | ☐ Home Occupation – Duplicate/Reprint \$ _____ |
| ☐ Commercial – New Construction \$ _____ | ☐ Home Occupation – Massage Therapist \$ _____ |
| ☐ Commercial – Renewal \$ _____ | ☐ Home Occupation – Taxicab/Limo Services \$ _____ |
| ☐ Commercial – Duplicate/Reprint \$ _____ | ☐ Home Occupation – Mobile Vendor (Public) \$ _____ |
| ☐ Commercial – ABC License \$ _____ | ☐ Home Occupation – Vehicle Tow \$ _____ |
| ☐ Commercial – Massage Establishment \$ _____ | ☐ Out of Town – Annual \$ _____ |
| ☐ Commercial – Massage Therapist \$ _____ | ☐ Out of Town – Temporary \$ _____ |
| ☐ Commercial – Taxicab/Limo Services \$ _____ | ☐ Out of Town – Short Term (3 months) \$ _____ |
| ☐ Commercial – Vehicle Tow \$ _____ | ☐ Out of Town – Short Term (6 months) \$ _____ |
| ☐ Commercial – Mobile Vendor (Private Property) \$ _____ | ☐ Out of Town – Renewal \$ _____ |
| ☐ Commercial – Mobile Vendor (Public ROW) \$ _____ | ☐ Out of Town – Duplicate/Reprint \$ _____ |
| ☐ Commercial – Special Event \$ _____ | ☐ Out of Town – Massage Therapist \$ _____ |
| ☐ Commercial – Pawn Broker \$ _____ | ☐ Out of Town – Taxicab/Limo Services \$ _____ |
| ☐ Commercial – Card Room \$ _____ | ☐ Out of Town – Mobile Vendor (Public) \$ _____ |
| ☐ Commercial – Psychic \$ _____ | ☐ Out of Town – Vehicle Tow \$ _____ |
| ☐ Commercial – Adult Entertainment (dancing venue, etc.) \$ _____ | |
| ☐ Commercial – Adult Entertainment (performer) \$ _____ | |
| ☐ Commercial – Adult Entertainment (videos, dvds, etc.) \$ _____ | |
| ☐ Commercial – Fire Reinspection (\$144.22/occurrence) \$ _____ | |
| ☐ Commercial – Building Inspection \$ _____ | |
| ☐ Commercial – Code Enforcement Inspection \$ _____ | |
| ☒ SB1186 State Fee (State mandated) \$4.00 | |
| ☐ Other: _____ \$ _____ | |
| ☐ Exempt: US Veteran | |
| ☐ Exempt: Other: _____ | |

Total Amount Due: \$ _____ **Staff Initials:** _____

Notes:



520 J STREET, LOS BANOS, CA 93635

Contact us by Email: businesslicenses@losbanos.org or Phone: (209) 827-7000 ext. 2432

OUT OF TOWN BUSINESS LICENSE OPERATIONAL STATEMENT

It is important that the operational statement provide for a **complete** understanding of your business activities and how you plan on operating. Your business will not be allowed to conduct operations that are not specified in this statement. **Type or print legibly. Incomplete responses will delay the processing of the business license and may result in the denial of your application.**

1. Please provide the following information:

Business Name: _____

Business Owner(s): _____

Business Location: _____

2. Describe **in detail** the nature of the proposed business operations and activities, including all services offered and how they will be rendered. Attach additional sheet of paper, if necessary.

3. What equipment, materials, or supplies will be used and how will they be stored?

4. Provide the **six-digit** North American Industry Classification System (NAICS) code and corresponding description for your business operations. If multiple NAICS codes apply, then provide the one that most closely identifies with your main business operations. If needed, utilize the NAICS search tool at <https://www.naics.com/search/> to identify the code.

NAICS Code: _____ NAICS Description: _____

5. Provide all applicable **four-digit** Standard Industrial Classification (SIC) code and corresponding description for your business operations. If needed, utilize the SIC search tool at <https://www.naics.com/search/> to identify the code(s).

SIC Code: _____ SIC Description: _____

SIC Code: _____ SIC Description: _____

SIC Code: _____ SIC Description: _____

SIC Code: _____ SIC Description: _____

6. Will the business be required to obtain coverage under the State Water Resource Control Board's (SWRCB) Industrial General Permit? ☐ Yes ☐ No

If yes, submit proof of coverage under the Industrial General Permit and include the WDID number on the application.

7. Will the business handle or produce any hazardous materials? ☐ Yes ☐ No

If yes, list all materials and where they will be stored and list the name, address, and license number of the waste hauler. You may need to obtain a Health Permit from Merced County Health Department so check with them prior to submitting this application.

8. Will the business sell any products or materials? ☐ Yes ☐ No
If yes, submit a copy of a valid Seller's Permit for this business owner and location.
9. Will the business sell any used products including used merchandise, jewelry, electronics, automotive parts, and/or appliances? ☐ Yes ☐ No
If yes, specify the all types of used products. A Secondhand Dealer's License may be required; check with the Los Banos Police Department prior to submitting this application.
-
10. Will the business sell food and/or beverage products? ☐ Yes ☐ No
If yes, you may need to obtain a Health Permit from Merced County Health Department so check with them prior to submitting this application.
11. Will the business sell tobacco products or paraphernalia? ☐ Yes ☐ No
If yes, submit a copy of a valid Cigarette Retailer License for this business owner and location.
12. Will the business sell firearms, ammunition, gun powder, explosives, etc.? ☐ Yes ☐ No
If yes, a Local Firearms Dealer's License (LFDL) may be required; check with the Los Banos Police Department prior to submitting this application.
13. Will the business operations include door-to-door solicitation? ☐ Yes ☐ No
If yes, you must obtain a Solicitation Permit from the Community & Economic Development Department prior to conducting solicitation activities.
14. Will the business operations include any type of massage services? ☐ Yes ☐ No
Important: You must provide specific details about these services in Question #5. You may be required to register as a Massage Therapist and may need to obtain a Massage Establishment Permit from the Community & Economic Development Department.
15. Do you have a valid Contractor's License from the Contractors State License Board? ☐ Yes ☐ No
If yes, submit a copy of a valid Contractor's License for this business owner.
16. Will products be produced by the business? ☐ Yes ☐ No
If yes, what type of products and will they be produced on site or at a different location? Where? How?
-

17. Will you have any employees? ☐ Yes ☐ No
If yes, how many?
Full-Time: _____ Part-Time: _____

18. Will you have any independent contractors? ☐ Yes ☐ No
Important: Each independent contractor must apply for their own separate business license.

I hereby certify that the information provided on this application and all supplemental information is true and correct to the best of my knowledge and belief and acknowledge that the application, including all supplemental information, is signed under the penalty of perjury.

Primary Business Owner's Signature

Print Name

Date

Secondary Business Owner's Signature

Print Name

Date

Page is intentionally left blank

City of Los Banos
Community and Economic Development
Complete Fee Schedule

License/Permit/Entitlement Type	Basic Fees	State Fees	Additional Fees	Notes	Total Fee
Business Licenses					
<i>Commercial</i>					
Commercial Business License Annual Initial Year (less than 20,000 sqft)	\$ 162.52	\$ 4.00		Additional fees may apply	\$ 166.52
Commercial Business License Annual Initial Year Big Box Store (20,000+ sqft)	\$ 1,218.28	\$ 4.00		Additional fees may apply	\$ 1,222.28
Commercial Business License Short Term/6 Months	\$ 124.50	\$ 4.00		Additional fees may apply	\$ 128.50
Commercial Business License Short Term/3 Months	\$ 97.80	\$ 4.00		Additional fees may apply	\$ 101.80
Commercial Business License Temporary (up to 3 days)	\$ 71.09	\$ 4.00		Additional fees may apply	\$ 75.09
Commercial Business License Tenant Improvement			\$ 26.71	One time fee	\$ 26.71
Commercial Business License New Construction			\$ 115.12	One time fee	\$ 115.12
Commercial Business License Renewal	\$ 130.00	\$ 4.00		Additional fees may apply	\$ 134.00
Commercial Business License Delinquent Fee	\$ 65.00		\$ 81.26	Not to exceed 50% of license fees (all fees excluding state fee)	\$ 146.26
Commercial Business License Reprint/Duplicate Fee	\$ 10.00				\$ 10.00
Commercial Business License Fire/Building Reinspection			\$ 144.22	Per occurrence - 3rd+ inspection	\$ 144.22
Commercial Business License ABC (not a bar/tavern)	\$ 162.52	\$ 4.00	\$ 26.71	Annual	\$ 193.23
Commercial Business License ABC (bar/tavern)	\$ 162.52	\$ 4.00	\$ 26.71	Annual	\$ 193.23
Commercial Business License Massage Therapist	\$ 162.52	\$ 4.00	\$ 150.56	Annual	\$ 166.52
Commercial Business License Massage Establishment	\$ 162.52	\$ 4.00	\$ 182.18	Annual	\$ 166.52
Commercial Business License Taxi/Limo Service	\$ 162.52	\$ 4.00	\$ 232.49	Annual	\$ 166.52
Commercial Business License Card Room	\$ 162.52	\$ 4.00	\$ 141.82	Annual	\$ 308.34
Commercial Business License Psychic	\$ 162.52	\$ 4.00	\$ 44.39	Annual	\$ 210.91
Commercial Business License Vehicle Tow	\$ 162.52	\$ 4.00	\$ 44.39	Annual	\$ 210.91
Commercial Business License Special Event	\$ 162.52	\$ 4.00	\$ 53.87	Annual	\$ 220.39
Commercial Business License Mobile Vendor Private Property	\$ 162.52	\$ 4.00	\$ 70.91	Annual	\$ 237.43
Commercial Business License Mobile Vendor Public ROW	\$ 162.52	\$ 4.00	\$ 70.91	Annual	\$ 237.43
Commercial Business License Pawn Broker	\$ 162.52	\$ 4.00	\$ 167.35	Annual	\$ 333.87
Commercial Business License Adult Entertainment (dancing venue, etc.)	\$ 162.52	\$ 4.00	\$ 740.88	Annual	\$ 907.40
Commercial Business License Adult Entertainment Performer	\$ 162.52	\$ 4.00	\$ 316.75	Annual	\$ 483.27
Commercial Business License Adult Entertainment (videos, dvds, etc.)	\$ 162.52	\$ 4.00	\$ 353.88	Annual	\$ 520.40
<i>Home Occupation</i>		\$ 4.00			
Home Occupation Business License Annual Initial Year	\$ 97.80	\$ 4.00		Additional fees may apply	\$ 101.80
Home Occupation Business License Short Term/6 Months	\$ 97.80	\$ 4.00		Additional fees may apply	\$ 101.80
Home Occupation Business License Short Term/3 Months	\$ 71.09	\$ 4.00		Additional fees may apply	\$ 75.09
Home Occupation Business License Temporary (up to 3 days)	\$ 44.39	\$ 4.00		Additional fees may apply	\$ 48.39
Home Occupation Business License Renewal	\$ 26.71	\$ 4.00		Additional fees may apply	\$ 30.71
Home Occupation Business License Delinquent Fee	\$ 13.36		\$ 48.90	Not to exceed 50% of license fee (excluding state fee)	\$ 62.26
Home Occupation Business License Reprint/Duplicate Fee	\$ 10.00				\$ 10.00
<i>Out of Town</i>					
Out of Town Business License Annual Initial Year	\$ 71.09	\$ 4.00		Additional fees may apply	\$ 75.09
Out of Town Business License Short Term/6 Months	\$ 97.80	\$ 4.00		Additional fees may apply	\$ 101.80
Out of Town Business License Short Term/3 Months	\$ 71.09	\$ 4.00		Additional fees may apply	\$ 75.09
Out of Town Business License Temporary (up to 3 days)	\$ 44.39	\$ 4.00		Additional fees may apply	\$ 48.39
Out of Town Business License Renewal	\$ 26.71	\$ 4.00		Additional fees may apply	\$ 30.71
Out of Town Business License Delinquent Fee	\$ 13.36		\$ 48.90	Not to exceed 50% of license fee (excluding state fee)	\$ 62.26
Out of Town Business License Reprint/Duplicate Fee	\$ 10.00				\$ 10.00
Solicitation Permit					
Solicitation Permit Initial	\$ 286.62				\$ 286.62
Solicitation Permit Renewal	\$ 124.50				\$ 124.50
Massage Permits/Registrations					
Massage Establishment Permit Initial	\$ 232.04				\$ 232.04
Massage Establishment Permit Renewal	\$ 232.04				\$ 232.04
Massage Therapist Registration Initial	\$ 79.93				\$ 79.93
Massage Therapist Registration Renewal	\$ 79.93				\$ 79.93
Exempt Massage Therapist Permit Initial	\$ 232.04				\$ 232.04
Exempt Massage Therapist Permit Renewal	\$ 232.04				\$ 232.04
Bingo License					
Bingo License Initial	\$ 124.50				\$ 124.50
Bingo License Renewal	\$ 71.09				\$ 71.09
Taxicab Permits					
Taxicab Business Permit Initial	\$ 596.48				\$ 596.48
Taxicab Business Permit Renewal	\$ 596.48				\$ 596.48
Taxicab Driver Permit/IDs Initial	\$ 207.10				\$ 207.10
Taxicab Driver Permit/IDs Renewal	\$ 207.10				\$ 207.10

**City of Los Banos
Community and Economic Development
Complete Fee Schedule**

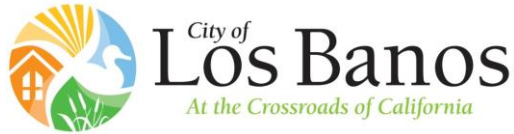
License/Permit/Entitlement Type	Basic Fees	State Fees	Additional Fees	Notes	Total Fee
Auction Licenses					
Auctioneer's License (up to 3 months)	\$ 305.82			1x time/per quarter	\$ 305.82
Itinerant Merchant Auctioneer's License (daily)	\$ 360.49			1x time/daily	\$ 360.49
Auction Sales License (daily)	\$ 251.16			1x time/daily	\$ 251.16
Mobile/Sidewalk Vendor Permits					
Mobile Vendor Permit Initial	\$ 625.83				\$ 625.83
Mobile Vendor Permit Renewal	\$ 97.62				\$ 97.62
Sidewalk Vendor Permit Initial	\$ 450.00				\$ 450.00
Sidewalk Vendor Permit Renewal	\$ 450.00				\$ 450.00
Cottage Food Operator Permit					
Cottage Food Operator Permit (one time)	\$ 455.43				\$ 455.43
Planning Permits					
Administrative Permit - other	\$ 720.98			Deposit / Cost Recovery Contract	\$ 720.98
Special Events Permit - minor event	\$ 109.33				\$ 109.33
Special Events Permit - major event	\$ 311.14				\$ 311.14
Special Events Permit - minor event: Street Closures (3 blocks or less)	\$ 109.33		\$ 229.60		\$ 338.93
Special Events Permit - major event: Religious Processions (1.25 miles one way max)	\$ 311.14		\$ 444.22		\$ 755.36
Special Events Permit - major event: Street Closures (3 blocks or less)	\$ 311.14		\$ 229.60		\$ 540.74
Special Events Permit - major event: Parades (standard May Day Parade route)	\$ 311.14		\$ 1,517.64		\$ 1,828.78
Residential Neighborhood Block Party Permit	\$ 203.90				\$ 203.90
Farmers' Market Permit	\$ 230.42				\$ 230.42
Temporary Use Permit - minor use	\$ 230.42				\$ 230.42
Temporary Use Permit - major use	\$ 311.14				\$ 311.14
Miscellaneous					
Digital Sign at W. I St./Pacheco Blvd.	\$ 119.52			Per month	\$ 119.52
Sixth Street Banner - installation & removal	\$ 446.40			Per banner per occurrence	\$ 446.40
Donation Collection Bin Initial	\$ 432.81			Non-refundable	\$ 432.81
Donation Collection Bin Renewal	\$ 163.24			Non-refundable	\$ 163.24
Signage					
Master Sign Plan	\$ 1,681.41				\$ 1,681.41
Sign Review	\$ 82.00				\$ 82.00
Temporary Sign Review	\$ 82.00			Per occurrence	\$ 82.00
Planning Project Entitlements					
Annexation	\$ 23,731.72			Deposit / Cost Recovery Contract	\$ 23,731.72
General Plan Amendment	\$ 8,034.82			Deposit / Cost Recovery Contract	\$ 8,034.82
Zone Change/Pre-Zone	\$ 7,489.10			Deposit / Cost Recovery Contract	\$ 7,489.10
Conditional Use Permit	\$ 1,940.24			Deposit / Cost Recovery Contract	\$ 1,940.24
Site Plan Review	\$ 3,133.79			Deposit / Cost Recovery Contract	\$ 3,133.79
Variance	\$ 1,594.30			Deposit / Cost Recovery Contract	\$ 1,594.30
Tentative Subdivision Map - up to 100 lots	\$ 9,259.06			Deposit / Cost Recovery Contract	\$ 9,259.06
Tentative Subdivision Map - 101+ lots	\$ 12,101.86			Deposit / Cost Recovery Contract	\$ 12,101.86
Revised Tentative Map	\$ 4,575.05			Deposit / Cost Recovery Contract	\$ 4,575.05
Planned Development	\$ 4,554.77			Deposit / Cost Recovery Contract	\$ 4,554.77
Development Agreement	\$ 3,500.00			Deposit / Cost Recovery Contract	\$ 3,500.00
Final Development Plan	\$ 2,000.00			Deposit / Cost Recovery Contract	\$ 2,000.00
Environmental Review/Categorical Exemption	\$ 197.75			Deposit / Cost Recovery Contract	\$ 197.75
Negative Declaration/Initial Study	See Notes			Actual Cost + 20% / Deposit / Cost Recovery Contract Required	\$ -
Environmental Impact Report	See Notes			Actual Cost	\$ -
Minor Subdivision/Parcel Map	\$ 1,024.15			Deposit / Cost Recovery Contract	\$ 1,024.15
Lot Line Adjustment/Parcel Merger	\$ 415.16				\$ 415.16
Reimbursement Agreement	\$ 3,500.00			Deposit / Cost Recovery Contract	\$ 3,500.00
Appeal	\$ 2,587.84				\$ 2,587.84
Time Extension	\$ 2,404.91				\$ 2,404.91

Notes:

State established \$1.00 fee for Business Licenses as mandated by Senate Bill 1186 effective January 1, 2013. State Fee increased to \$4.00 as mandated by Assembly Bill 2164 effective January 1, 2024 indefinitely.

Fees adopted by City Council Resolution No. 6131 on 9/18/19; fees effective 12/1/19

Commercial Business License renewal basic fee subsidized/reduced by City Council Resolution No. 6158; adopted 11/20/19; fee effective 12/1/19



Welcome to Los Banos, as a Business Opportunity!

To assist you in getting started, please note the following information that should be examined prior to opening your business. We hope that in reviewing this, we may better assist your efforts to get your business open in a timely manner.

Please visit the "Doing Business" tab at www.losbanos.org for useful resources and information about starting a business and applying for a City Business License. We invite your questions about any of the subjects listed below. Please contact the Community & Economic Development Department by email at businesslicenses@losbanos.org for assistance.

1. Once you turn in your application for a Commercial Business License, you can sign up for water/utility services at the commercial location with the Finance Department. There is a "lead time" necessary for establishing new garbage pick-up service.
2. Your commercial business location must be inspected and be in compliance with applicable zoning, fire, and building codes and safety requirements before your Business License can be issued.
3. Is your proposed business location appropriately zoned for the use you have chosen? Please be sure to check with the Community & Economic Development Department prior to renting or leasing your proposed location.
4. The Los Banos Municipal Code requires adequate parking for your business. Have you checked to determine if the number of parking spaces on the site is adequate for your proposed use? Please be sure to check with a Planner in the Community & Economic Development Department prior to renting or leasing your proposed location.
5. Before starting your business, you must be in possession of a Business License issued by the City (receipts do not count), and it must be conspicuously posted upon the business premises or on your person when lawfully conducting a mobile business.
6. If your business includes the sale of alcoholic beverages, you must first obtain a Conditional Use Permit from the Community & Economic Development Department and an ABC License from the California Department of Alcohol and Beverage Control.
7. If you have employees, you must have workers' compensation insurance.
8. The Los Banos Municipal Code requires Sign Reviews and sometimes Building Permits for permanent and temporary signage. The Sign Ordinance regulates sign sizes and locations, so please check with the Community & Economic Development Department and the Building Department before installing.
9. Before occupancy can be granted for newly completed commercial/industrial buildings, all special Conditions of Approval for Site Plan Reviews and Conditional Use Permits must first be complied with or bonded for.
10. Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

Division of the State Architect at www.dgs.ca.gov/dsa/Home.aspx
Department of Rehabilitation at www.rehab.cahwnet.gov
California Commission on Disability Access at www.ccda.ca.gov

(Please see reverse side for additional information)

SUGGESTED CONTACTS TO CONSIDER WHEN OPENING A BUSINESS

1. For filing of a Fictitious Business Name or "abandonment" of same: Merced County Clerk
2222 M Street
Merced, CA 95340
Phone: (209) 385-7627
<http://co.merced.ca.us/>
2. For Seller's Permit (Resale Number): California Department of Tax and Fee Administration
8050 N. Palm Ave., Ste. 205
Fresno, CA 93711
Phone: (559) 440-5330
<https://www.cdtfa.ca.gov/>
3. For Federal Employer's ID number: Internal Revenue Service (IRS)
1700 Standiford Ave.
Modesto, CA 95350
Phone: (209) 900-6760
<https://www.irs.gov/>
4. For State Employer's ID number: EDD Employment Tax Office
3340 Tully Rd., Ste. E-10
Modesto, CA 95350
Phone: (888) 745-3886
<https://www.edd.ca.gov/>
5. For Licensing of family daycare centers: (Over 7 children require a City-issued Conditional Use Permit) State Department of Social Services
Community Care Licensing Branch
770 E. Shaw Ave., Ste. 330 MS 29-01
Fresno, CA 93710
Phone: (559) 243-4588
<https://secure.dss.ca.gov/CareFacilitySearch/>
6. Liquor License or transfer of License (new applications require a City-issued Conditional Use Permit) Alcoholic Beverage Control
31 E. Channel St., Ste. 168
Stockton, CA 95202
Phone: (209) 948-7739
<https://www.abc.ca.gov/>
7. For County Health Permits & Registrations: (i.e. food handling, hazardous materials, etc.) Merced County Health Department
2222 M Street
Merced, CA 95340
Phone: (209) 381-1100
<http://co.merced.ca.us/>
8. Automotive Repair Dealers License/ Smog Certification Bureau of Automotive Repair
PO Box 989001
West Sacramento, CA 95798-9001
Phone: (855) 735-0462
<https://www.bar.ca.gov/>
9. State Contractor's License Contractors State License Board
PO Box 26000
Sacramento, CA 95827
Phone: (800) 321-2752
www.cslb.ca.gov/
10. Some business ventures may require special permits from other agencies/departments including the Community & Economic Development Department, Fire Department, Police Department, and/or Merced County Health Department.
11. If construction is involved, from minor tenant improvements to major remodeling, building permits must be obtained from the Building Department. Please check with the Building Department to find out what is required for submittal on commercial projects. All work shall comply with the State Business and Professions Code and the State Contractors Licensing Board.

ATTACHMENT A

FACILITIES COVERED BY NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT FOR STORM WATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITIES (GENERAL PERMIT)

1. Facilities Subject To Storm Water Effluent Limitations Guidelines, New Source Performance Standards, or Toxic Pollutant Effluent Standards Found in 40 Code of Federal Regulations, Chapter I, Subchapter N (Subchapter N):

Cement Manufacturing (40 C.F.R. Part 411); Feedlots (40 C.F.R. Part 412); Fertilizer Manufacturing (40 C.F.R. Part 418); Petroleum Refining (40 C.F.R. Part 419), Phosphate Manufacturing (40 C.F.R. Part 422), Steam Electric (40 C.F.R. Part 423), Coal Mining (40 C.F.R. Part 434), Mineral Mining and Processing (40 C.F.R. Part 436), Ore Mining and Dressing (40 C.F.R. Part 440), Asphalt Emulsion (40 C.F.R. Part 443), Landfills (40 C.F.R. Part 445), and Airport Deicing (40 C.F.R. Part 449).

2. Manufacturing Facilities:

Facilities with Standard Industrial Classifications (SICs) 20XX through 39XX, 4221 through 4225. (This category combines categories 2 and 10 of the previous general permit.)

3. Oil and Gas/Mining Facilities:

Facilities classified as SICs 10XX through 14XX, including active or inactive mining operations (except for areas of coal mining operations no longer meeting the definition of a reclamation area under 40 Code of Federal Regulations. 434.11(1) because the performance bond issued to the facility by the appropriate Surface Mining Control and Reclamation Acts authority has been released, or except for areas of non-coal mining operations which have been released from applicable State or Federal reclamation requirements after December 17, 1990) and oil and gas exploration, production, processing, or treatment operations, or transmission facilities that discharge storm water contaminated by contact with or that has come into contact with any overburden, raw material, intermediate products, finished products, by-products, or waste products located on the site of such operations. Inactive mining operations are mining sites that are not being actively mined, but which have an identifiable owner/operator. Inactive mining sites do not include sites where mining claims are being maintained prior to disturbances associated with the extraction, beneficiation, or processing of mined material; or sites where minimal activities are undertaken for the sole purpose of maintaining a mining claim.

4. Hazardous Waste Treatment, Storage, or Disposal Facilities:

Hazardous waste treatment, storage, or disposal facilities, including any facility operating under interim

status or a general permit under Subtitle C of the Federal Resource, Conservation, and Recovery Act.

5. Landfills, Land Application Sites, and Open Dumps:

Landfills, land application sites, and open dumps that receive or have received industrial waste from any facility within any other category of this Attachment; including facilities subject to regulation under Subtitle D of the Federal Resource, Conservation, and Recovery Act, and facilities that have accepted wastes from construction activities (construction activities include any clearing, grading, or excavation that results in disturbance).

6. Recycling Facilities:

Facilities involved in the recycling of materials, including metal scrapyards, battery reclaimers, salvage yards, and automobile junkyards, including but limited to those classified as Standard Industrial Classification 5015 and 5093.

7. Steam Electric Power Generating Facilities:

Any facility that generates steam for electric power through the combustion of coal, oil, wood, etc.

8. Transportation Facilities:

Facilities with SICs 40XX through 45XX (except 4221-25) and 5171 with vehicle maintenance shops, equipment cleaning operations, or airport deicing operations. Only those portions of the facility involved in vehicle maintenance (including vehicle rehabilitation, mechanical repairs, painting, fueling, and lubrication) or other operations identified under this Permit as associated with industrial activity.

9. Sewage or Wastewater Treatment Works:

Facilities used in the storage, treatment, recycling, and reclamation of municipal or domestic sewage, including land dedicated to the disposal of sewage sludge, that are located within the confines of the facility, with a design flow of one million gallons per day or more, or required to have an approved pretreatment program under 40 Code of Federal Regulations part 403. Not included are farm lands, domestic gardens, or lands used for sludge management where sludge is beneficially reused and are not physically located in the confines of the facility, or areas that are in compliance with Section 405 of the Clean Water Act.