



Dear Applicant:

In order to obtain a City business license, your zoning application must be approved by the Planning Division. **You must submit a separate business license application** with the appropriate fee to the City's Business License Division located at 200 Old Bernal Avenue (925-931-5440 / [bl@cityofpleasantonca.gov](mailto:bl@cityofpleasantonca.gov)).

Notification of your zoning approval may be made to other City departments such as Fire and Police. You may be contacted soon by one or more of these City offices if there are any specific departmental requirements which must be met relative to the business. One or more of the following items may apply to this approval:

- Any **signs** placed on the property or building are subject to the City's review and approval prior to installation. If a comprehensive sign program exists for your location, your business signs must conform to that program. Please contact the Planning Division (925-931-5600) for further information regarding signs.
- **Exterior improvements** must be reviewed by the Planning Division prior to commencement of work. Please contact the Planning Division (925-931-5600 / [pod@cityofpleasantonca.gov](mailto:pod@cityofpleasantonca.gov)) for additional information and Design Review requirements.
- **Outdoor dining** must be reviewed by the Planning Division prior to occupying existing outdoor dining areas or establishment of new outdoor dining areas. Outdoor dining in the **public right-of-way** requires an additional City agreement and insurance coverage. Please contact the Planning Division (925-931-5600 / [pod@cityofpleasantonca.gov](mailto:pod@cityofpleasantonca.gov)) for additional outdoor dining information and requirements.
- Any **tenant improvements** at your location may require building permits. For certain businesses, such as food establishments, the payment of **additional sewer fees** may also be required. Please contact the **Building and Safety Division** (925-931-5300 / [buildingdivision@cityofpleasantonca.gov](mailto:buildingdivision@cityofpleasantonca.gov)) for further information.
- Certain types of uses require the installation of a special **backflow prevention** device at the water meter. Please contact the **Utilities Division** (925-931-5520 / [utilityperit@cityofpleasantonca.gov](mailto:utilityperit@cityofpleasantonca.gov)) for information.
- If your business utilizes any hazardous substances, you may be required to obtain a **hazardous materials** permit. Please contact the **Hazardous Materials Coordinator** (925-454-2338) or the **Hazardous Materials Inspector** (925-454-2336).
- Certain businesses (dry cleaners, auto body shops, gas stations, etc.) will require approval of an **air quality permit** prior to operation. Please contact the **Bay Area Air Quality Management District** (415-771-6000) for further information.

**SPECIFIC CONDITIONS:**

This approval is granted subject to the conditions of approval of **Planning No.** \_\_\_\_\_ which was approved for your location.

This approval is subject to the following restriction(s) and/or clarification(s):

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Zoning approval is based on the information provided on the zoning application form. Any changes may require further review and action by the City. Questions regarding this approval may be directed to the Planning Division (925-931-5600 / [pod@cityofpleasantonca.gov](mailto:pod@cityofpleasantonca.gov)) or the Business License Division (925-931-5440 / [bl@cityofpleasantonca.gov](mailto:bl@cityofpleasantonca.gov)).

***Good luck with your business endeavor!***