



**City of Torrance**  
Community Development Department, Engineering Permits & Records Division  
**Permit Application Form**

3031 Torrance Blvd., Torrance CA 90503 (310) 618-5898

**OWNER/APPLICANT INFORMATION**

**CONTRACTOR INFORMATION**

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

\_\_\_\_\_

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

\_\_\_\_\_

City/State: \_\_\_\_\_

\_\_\_\_\_

Zip: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

\_\_\_\_\_

Fax: \_\_\_\_\_

\_\_\_\_\_

**Excavation permits will not be issued without USA I.D. Number.**

State License #: \_\_\_\_\_

Underground Service Alert  
Call: 811

Class: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

City Business #: \_\_\_\_\_

USA I.D. # \_\_\_\_\_

**CONTRACTOR: Certificate of Insurance  
REQUIRED prior to issuance of permit.**

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

**JOB LOCATION/ADDRESS (closest street address)**

Please list cross streets: \_\_\_\_\_

\_\_\_\_\_

**DESCRIPTION OF WORK**

\_\_\_\_\_

\_\_\_\_\_

LF Trench \_\_\_\_\_

Width of Trench \_\_\_\_\_

LF Curb & Gutter \_\_\_\_\_

LF Bore \_\_\_\_\_

Sewer Connection \_\_\_\_\_

Number of Curb Drains \_\_\_\_\_

SF Asphalt \_\_\_\_\_

SF Concrete \_\_\_\_\_

Work Order Number (for utility companies): \_\_\_\_\_

Applicant or Authorized Signature: \_\_\_\_\_

**For further permit information, please call 310-618-5898 or fax 310-618-5922.**

## Contractor License Requirements

<p>Curb/Gutter.....A (General Engineering) C8 (Concrete Contractor)</p> <p>Driveways.....A (General Engineering) C8 (Concrete Contractor)</p> <p>Sidewalks.....A (General Engineering) B (General Building) C8 (Concrete Contractor)</p> <p>Street/Alley.....A (General Engineering) C8 (Concrete Contractor) C12 (Earth and Paving Contractor)</p>	<p>Sewer Lateral/Mainline.....A (General Engineering) C34 (Pipeline Contractor) C42 (Sanitation Contractor)</p> <p>Storm Drain Lateral/Mainline.....A (General Engineering) C34 (Pipeline Contractor) C42 (Sanitation Contractor)</p> <p>U/G Utilities.....A (General Engineering) (Water, Gas or Oil).....C34 (Pipeline Contractor)</p> <p>U/G Electrical.....A (General Engineering) C8 (Concrete Contractor) C12 (Earth and Paving Contractors)</p>
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## Standard Requirements

- 1) **FOR INSPECTIONS – 2-WORKING DAYS NOTICE (Holidays, Saturdays, Sundays excluded) is required before, during, and after construction. Call 310-618-5898 between 7:30 AM – 5:30 PM to SCHEDULE an INSPECTION. Pre-job meetings for WATER permits shall be scheduled 3-WORKING DAYS NOTICE (Holidays, Saturdays, Sundays excluded) in advance.**
- 2) **TRAFFIC CONTROL** shall be per City of Torrance standards or Manual on Uniform Traffic Control Devices (MUTCD). Street closure shall be per City of Torrance Standard T603. Major street lane closures between 8:30 AM – 3:30 PM only. **ONE STANDARD ARROWBOARD REQUIRED FOR EACH LANE CLOSURE.**
- 3) Do not remove any trees or shrubs without approval of Torrance Public Works Department/Streetscape (310-781-6900).
- 4) **Contractor will be billed for overtime inspection services.** OVERTIME REQUESTS must be submitted for approval 24 hours in advance.
- 5) Construction site **CLEANUP** and **GRAFFITI (USA MARKINGS)** removal must be completed prior to finaling of this permit. Any graffiti on construction signs must be removed or the sign replaced within 24 hours of notification.
- 6) Any street striping, crosswalk, raised reflective pavement marker or pavement markings damaged by this construction shall be replaced to the satisfaction of the Torrance Public Works Department/Traffic Division (310-781-6900).
- 7) **THIS PERMIT WILL BE REVOKED** if any pollutant is released into or allowed to remain in any component of the City drainage system.
- 8) Trench backfill and pavement repairs shall be per City of Torrance Standard T116 or to the satisfaction of the Public Works Inspector.
- 9) Any public irrigation system components damaged by this construction shall be replaced to the satisfaction of Community Services/Park Services Division (310-618-2930).
- 10) All survey monuments in the project area **MUST** be located and tied out and a Corner Record filed prior to the start of construction. Also, all destroyed monuments must be replaced prior to receiving final inspection.
- 11) It is the responsibility of the contractor to **REPLACE** any **PAVEMENT** removed or damaged by this construction.
- 12) The City of Torrance is held harmless from the results of any action or accidents caused by the permittee, his employees, or equipment in the performance of the work described or covered in this permit. Validation of this permit **SHALL NOT** be held to permit or to be an approval of the violation of any applicable provision of the City Code covering this work, or any other provisions of the City of Torrance Code. In the granting of a Construction & Excavation permit, the Community Development Director may impose such conditions thereon, in addition to those otherwise provided herein, as are reasonably necessary to prevent the proposed operations from being conducted in such a manner as to constitute or create a **HAZARD OR BE DETRIMENTAL TO LIFE OR PROPERTY.**
- 13) See additional conditions attached to this permit.