



# CITY OF PALM SPRINGS, CALIFORNIA

**COUNTER HOURS:**  
MONDAY-THURSDAY  
OPEN: 8 AM - 6PM

DEPARTMENT OF PUBLIC WORKS & ENGINEERING  
3200 TAHQUITZ CANYON WAY, PALM SPRINGS, CA 92263

PERMIT NUMBER:		Phone Number:
Applicant Name:		Email:
Applicant Address:		START DATE:
Prime Contractor:		END DATE:
Subcontractor:		TOTAL WORK DAYS:
Site Foreman Name:	Cell #:	City Project No./
Job Site Address:		Eng File No.:
License Information:		

Description of Work:

Permit Type:

Required Attachments:

**Contact & schedule City Inspector 24-48 Hrs. prior to pour of concrete or asphalt paving.**

TOTAL FEES:

Check Number:

CITY INSPECTOR:

ISSUED BY:

(760) 323-8253

\_\_\_\_\_  
City Inspector Approval

\_\_\_\_\_  
Issuer Signature

\_\_\_\_\_  
Applicant Signature\*

\_\_\_\_\_  
Print Applicant Name\*

\*I have read the above and **rules and regulations on the back of this permit** and agree to comply with its provisions including any attached rules, regulations, and drawings. I understand that all work shall be constructed to the Municipal Code of the City of Palm Springs, its current Standard Details, and as directed by the City Inspector, to the satisfaction of the City Engineer of the City of Palm Springs.

**CITY OF PALM SPRINGS  
PUBLIC WORKS & ENGINEERING DEPARTMENT  
CONSTRUCTION PERMIT RULES & REGULATIONS**

1. Applicant shall indemnify and save harmless the City of Palm Springs, its officers and agents from all suits or actions of every name and description brought for, or on account of any injuries or damages received or sustained by any person or persons, by or from the applicant, his servants or agents in the construction of work, or by or in consequence of any negligence in guarding the same or for improper materials or workmanship used in its construction.
2. Liability insurance and/or Performance Bond may be required of the permittee whenever in the judgment of the City Engineer, it becomes necessary or advisable.
3. City Inspector must be contacted a MINIMUM of 24 hours prior to requested inspection of project for scheduling purposes. Inspections not expressly mentioned in the foregoing schedule or unnecessary re-inspections may be subject to additional permit fees.
4. All concrete pouring for subsurface structures must be done in the presence of a City Inspector.
5. Final approval of curbs with depressions will not be issued until a driveway approach has been constructed and approved.
6. Barricades must be kept on all trenches, excavations and obstructions. Lights must be maintained at night. All signs, flags, lights and other warning and safety devices shall conform to the requirements set forth in the current MUTCD, California supplemental, issued by the California Department of Transportation.
7. Failure to install barricades which are subsequently placed by the City of Palm Springs to protect the public shall be billed to the applicant per the current fee schedule.
8. Access to fire hydrants shall be maintained at all times.
9. Access to adjacent driveways shall be maintained during construction. No streets may be closed without prior authorization from the City Engineer or his authorized representative.
10. Construction debris or unused materials shall be removed from the property immediately following completion of the work. No materials of any kind are to be stored or stock piled within the public right of way without prior approval from the Engineer or his authorized representative.
11. This permit is not valid unless signed by the City Engineer or his authorized representative.
12. This permit expires twelve months from the date of issuance.
13. This permit must be kept at the project site during the execution of the work.
14. It shall be the responsibility of the applicant to identify and notify all applicable utility providers and effected government agencies prior to any construction which may involve underground or overhead facilities or encroachment into existing easements.
15. It is the permittee's responsibility to contact Underground Service Alert of Southern California, a.k.a., DigAlert (dial 811) for utility location prior to any excavation.
16. The work done shall be guaranteed for a period of one year. Failure of the City inspector to detect flaws in the work shall not relieve the applicant of this responsibility.
17. Forms and subgrades must be inspected and approved before ordering Portland cement concrete or asphaltic concrete. Sewers and other pipelines must be inspected and approved prior to backfilling. Failure to arrange for inspection prior to proceeding with work may result in the removal of the work.
18. Laboratory and/or field compliance testing of construction materials and compaction efforts may be required when deemed necessary by the City Engineer or his authorized representative.
19. When required by the Engineer or his authorized representative a construction schedule shall be submitted and approved prior to beginning work.
20. When required by the Engineer or his authorized representative a traffic control plan shall be submitted and approved prior to beginning work.