CITY OF RIVERSIDE
PUBLIC WORKS DEPARTMENT

STREET OPENING PERMITS / CONSTRUCTION PERMITS

ALL CONTRACTORS MUST BE STATE LICENSED WITH THE CLASS LICENSE APPLICABLE TO THE WORK THEY ARE GOING TO PERFORM. ALL PERMITS ARE APPLIED FOR ONLINE AT: https://posselms.riversideca.gov/prod/pub/lms

All applicants must upload the following into the permit:

1. A Site Map With And Scope Of Work
2. Traffic Control Per The Watch Manual Or Engineered Plans
3. Authorization To Sign If The Applicant Is Someone Other Than An Approved Signer For The Contractor. (See Below Form)

All applicants are required to have:

4. Current City Business Tax License (Business Tax Department 951-826-5465)
5. Underground Service Alert (1-800-227-2600)
6. Cal-Osha Excavation Permit (5' Or Greater) Airport Drive, Suite 103, San Bernardino, CA 92408 (909-383-4321)
7. Current Certificates Of Insurance Uploaded To Risk Management's Online Portal For Approval At Https://Riversideca.Gov/Coiportal The City's Risk Management Team (951-826-5454) Will Send You An Email Once Your COI Has Been Approved. Insurance Approval Is Required Prior To Permit Submittal.

Permit Fees:

8. Street Opening Permit: $1,227.78
9. Construction Permit Fees Are Based On Quantities Provided

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Public Works Department
Land Development
Division

3900 Main Street, 3rd Floor • Riverside, CA 92522
951.826.5341
RiversideCA.gov/PublicWorks/Engineering/LandDevelopment
Office Hours M-F: 9:00 AM -4:00 PM | Wednesdays 10:00 AM TO 4:00 PM

CONTRACTOR – AUTHORIZED AGENT FORM

Company Name:	
Contractor's Name:	
Contractor's License Number:	

The undersigned individual(s) employed by my company are authorized by me to pull permit(s), from the City of Riverside, on my behalf. If this list changes, we will contact your office in writing. There is no expiration date for this letter.

THE BELOW LISTED EMPLOYEES ARE AUTHORIZED TO PULL PERMITS UNDER MY CONTRACTOR'S LICENSE NUMBER (List First and Last Name):

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

By my signature, I acknowledge that I have read and understand the above information.

_____ _____

Signature of Licensed Contractor Date

THIS DOCUMENT MUST BE NOTARIZED

STAMP NOTARY SEAL HERE AND ATTACH SEPARATE NOTARY DOCUMENT (ACKNOLEDGEMENT) TO VERIFY SIGNATURE OF LICENSED CONTRACTOR