



## CITY BUSINESS LICENSE CHECKLIST

The city of Atwater Building Division conducts business license inspections for new and re-newel business licenses. The following checklist is meant to help guide **and does not include all code related issues that may be seen on site during a inspection.** The list is for perspective and existing business(s) to help facilitate a rapid turnaround for business license issuance.

**\*\* NOTICE ALL COMMERCIAL/INDUSTRIAL STRUCTURES BUILT IN OR AFTER 1992 MUST MEET ACCESSIBLE REQUIREMENTS AS PER THE STATE ATTORNEY GENERALS OFFICE MANDATE \*\*** All other commercial and industrial structures built before 1992 must do their utmost to comply.

### **A BUILDING PERMIT IS REQUIRED FOR ANY NEW ELECTRICAL, PLUMBING, AIR CONDITIONER, COMMERCIAL HEATERS, WALLS, ETC. PRIOR TO BUSINESS LICENSE INSPECTION**

1. "EXIT" signs are compliant ( either lighted with battery backup or **UL 924** approved photoluminescent or self-luminous). Shall be installed above each EXIT door. *Ref CBC 1101.4*

2. Tactile/ Braille(Grade 2) "EXIT" sign shall be installed on the strike side of the exit door(s). They shall be installed 48" minimum above finished floor. *Ref CBC 1117B.5.7*
3. "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED" sign with 1" letters shall be installed on the egress side or adjacent to the emergency egress(exit) door(s).*Ref CBC 1008.1.9.3(2.2)*
4. Door hardware on "EXIT" doors are of approved "shall have a shape that is easy to grasp with one hand and does not tight grasping, tight pinching or twisting of the wrist" *Ref CBC 1133B.2.5.*



12. There is a certified portable fire extinguisher(s) located in conspicuous locations where they will be readily accessible and immediately available for use and shall not be obstructed or obscured from view. Max travel distance to extinguisher(s) is 75 feet. Also mounted to wall no higher than 5 feet to the top of the extinguisher(s). *Ref CFC 906.3(1), 906.5, 906.6, 906.7 & 906.9.1*
13. If there is a fire sprinkler system within the building or suite then it will be checked for certification status, and that all sprinklers are unblocked (18" clearance below head) and positive condition of sprinklers is verified .
14. Verify that no structural issues are present within the proposed business or main building.

**\*This list does not encompass all code related items that may be found during a inspection, it is only meant to give the prospective business owner a positive step forward to know what to expect during a business license inspection. \***

Please contact your Atwater Building Division with any questions or concerns at:

1(209) 357-6346

Or by email [building@atwater.org](mailto:building@atwater.org)

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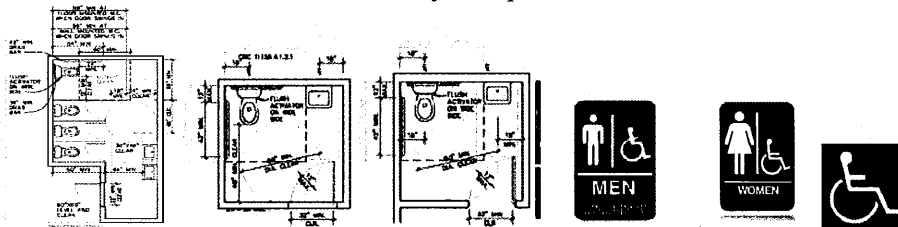
Mark Pereida  
Chief Building Official

cc. Mayor Joan Faul, Mayor Pro-Tem Craig Mooneyham, Councilman Joe Rivero, Councilman Jeff Rivero, Councilman Larry Bergman, Community Development Director Scott Mc Bride.

5. Electrical system will be tested to insure safety by testing outlets, looking for any open or unsafe wiring issues, also make sure that any electrical service panel is properly installed and breakers are marked for use in permanent marker, no clutter/debris or merchandise is blocking service panels keep 36" deep x 36" wide clearing and nothing above panels. Ref CEC 110.26 (A)(1) **A BUILDING PERMIT IS REQUIRED FOR ANY NEW ELETRICAL TO BE INSTALLED.**
6. Aisles width minimum 36" (may need more dependent on occupant load served and if seating is installed). Ref CBC 1017.2
7. Minimum width of egress is 36" or as occupant load x .3 determines. *Ref CBC 1005.1*
8. That all sales counters are accessible no more than 38" in height

**ANSI 904.4.3 Check Writing Surfaces.** Where provided, check writing surfaces shall comply with Section 902.3.(28min-34"max above floor)

9. All plumbing is up to code and safe i.e. water heaters have two approved seismic straps, gas lines are in good shape, sink drain lines/water lines are installed correctly and without leaks. **A BUILDING PERMIT IS REQUIRED FOR ANY NEW PLUMBING TO BE INSTALLED**
10. All restrooms will be check for accessibility compliance



11. If business has its own parking area(s) it will be checked that the proper amount of accessible parking stalls are in place and approved signage and markings are also in place.

Accessible parking spaces to be 9'-0" wide with adjacent 5'-0" wide aisle on passenger side. Perimeter of access aisle to be painted blue. Within border hatched lines at 36" on center. "NO PARKING" to be painted in each access aisle in 12" high letters.

