



City of Atascadero

COMMUNITY DEVELOPMENT

PUBLIC INFORMATION • BUILDING SERVICES

TEMPORARY JOB-SITE CONSTRUCTION TRAILER SUBMITTAL CHECKLIST

INTAKE MEETINGS ARE REQUIRED AND BY APPOINTMENT ONLY.

MON – THURS BETWEEN 9:00 A.M – 3:30 P.M. AND FRIDAY BETWEEN 9:00 A.M. – 11:30 A.M.

Note: Incomplete submittals and walk-in submittals will **not be accepted at the counter.*

SEISMIC DESIGN CATEGORY C, D or E - CLIMATE ZONE 4 - WIND ZONES 92 M.P.H - EXPOSURE ZONE “B” OR “C”

ZONING ORDINANCE - NATIVE TREE ORDINANCE - ATASCADERO MUNICIPAL CODE - 2025 CBC - 2025 CRC - 2025 CEC
2025 CPC - 2025 CMC - 2025 CGBC – 2025 CWUI - ENGINEERING STANDARDS - CALIFORNIA STATE ENERGY COMPLIANCE
(TITLE 24)

Permit Submittal Checklist:

- Addendum Application: Signed by Property Owner, Authorized Agent, or Licensed General Contractor.
- Construction drawings – 2 sets: *Only if a foundation system is required.*
- Site plan – 2 sets: Site plan must show topography; drainage, rear, front and side setbacks; location of native trees with drip line within 20' of any construction activity; location of all structures, septic tank, leach fields, sewer lines and driveways, and distance to property lines. Sedimentation and erosion control measures must be incorporated into grading/ drainage plan and shall be in place for the duration of construction.
- Trees: A tree protection plan is required for all construction within 20' of the dripline of any native tree. An Arborist report from a certified arborist is required for all construction within the dripline of any native tree. A separate tree removal permit is required if any native tree is proposed for removal. If there are no native trees on the site, please note that on the site plan.
- Indicate on site plan that structure is for construction personnel only, not accessible to public.
- Temporary Construction Power: Indicate electrical source on site plan if applicable. Complete and sign temporary power affidavit (available on-line or at permit center).
- Time Limit: Permit will be conditioned that trailer is removed prior to final occupancy approval.
- Grant Deed/ Title Report: Required is applicant name is different than County Assessor's records.

Email: permitcenter@atascadero.org if you have questions.

REV AUG 2025