



# The Business (Stormwater) Registration Compliance Program



**Who is required to register?** Every person conducting business as defined in Ordinance No. 857.1 in unincorporated areas of the County Of Riverside must register their business for Stormwater Compliance. A separate registration must be obtained for each physical location. Any person who does not register their business is subject to the procedures and penalties set forth in the Ordinance 857.1.

**What is the application procedure?** To obtain a Business (Stormwater) Registration only takes a few minutes and may be completed by mail, in person, by e-mail, or online at [www.rctlma.org/trans/stormwatercompliance](http://www.rctlma.org/trans/stormwatercompliance)

**How much will the registration cost?** Registration fees charged pursuant to Ordinance No. 857.1 are as follows:

Registration Fee (First Year)	\$45
Annual Renewal Fee	\$30
Change of Name/Location	\$30
Duplicate Registration	\$10

**How long is the Stormwater Compliance certificate good for?** Your certificate is good for one year from the date of issuance. Renewal fees are due 30 days prior to expiration.

**What if I do not register my business?** It is a violation of Ordinance No. 857.1 to not register your business for Stormwater Compliance. Non-compliance with the County Of Riverside Ordinances can result in a citation.

**What if I operate a mobile business?** If you are operating a mobile business in the unincorporated area of the County Of Riverside you will need to register your business.

**What if my business also conducts business in another City or County?** Most California cities and counties have a business license Ordinance. Each jurisdiction however has its own filing fee and requirements. Check with the appropriate jurisdiction for its fees.

**Do I need a registration for growing or producing agricultural products?** Yes. All agricultural businesses must register; however, some agricultural activities may be exempt from fees.

**Do state licensed contractors need a business license?** Yes. Any person licensed as a contractor by the State Contractors Board must obtain a Business (Stormwater) Registration certificate. Most home occupations are exempt from paying fees. The fee exemption shall not apply to those home occupations that are subject to comply with storm water quality requirements.

**If I am exempt from fees do I still have to register?** Yes. Businesses that are exempt from paying fees must still register within 60 days of notification.

**If I am a Non-Profit business, do I have to register?** Yes. You are required to register, but are exempt from paying fees if your organization is legally recognized as tax exempt pursuant to the provisions of Internal Revenue Code Section 501 (c)(3) and your exemption is filed within 60 days of notification of the County's registration requirements.

## Fee Exemptions

Pursuant to Ordinance No. 857.1, some businesses are exempt for paying fees; however they are still required to register. Exemptions apply to the following:

**Residential Facility:** Apartments, rooming houses, residential care homes and family day care homes.

**Church, Temple or Places of Worship:** Churches, temples or other places of worship, religious education, or the social affairs of the religious group. This exemption does not apply to day schools, social service programs or church owned or operated business enterprises.

**Home Occupation:** A business having no impact on storm water quality; all work is done entirely by phone, mail, and/or the internet. Typical activities include those of creative artists, music teacher, academic tutors or similar education instructors.

**Agricultural:** Agricultural pursuits consisting of the growing of crops, raising of livestock, and dairying, the purchase and storage of substances, materials, supplies, animal fees and produce, and the marketing of farm products.

**Federal or State Law:** Any businesses that are legally recognized as exempt by the U.S. Constitution, or applicable statutes, or by the State of California.

**Non-Profit Organizations:** Any non-profit organizations that are legally recognized as tax exempt pursuant to the provisions of 26 U.S.C. Section 501 (c)(3).

Please use the following as a resource for your business. It contains contact information for other agencies your business may be required to interact with in order to obtain proper authorizations to perform business activities. This is only one source of information and is not intended to make the business owner aware of all City, County, State or Federal regulations.

## County agencies



### Riverside County Planning/Land Use

Zoning & permit information. Determines if business activity is approved at business location.

4080 Lemon Street, 9th Floor  
Riverside, CA 92502-1409  
(951) 955-3200  
[www.rctlma.org/planning](http://www.rctlma.org/planning)

### Fictitious Business Name and DBA

If you use any name other than your legal given name or initials, YOU MUST FILE FOR A FICTITIOUS NAME with the Riverside County Clerk's Office.

4080 Lemon Street, 1st Floor  
Riverside, CA 92502  
(951) 486-7000  
[www.asrclrec.com/fictitious-business-names](http://www.asrclrec.com/fictitious-business-names)

### Economic Development Agency

Financial and support services for County businesses.

3403 Tenth Street, Suite 120  
Riverside, CA 92501  
(951) 955-8916  
[www.rivcoeda.org](http://www.rivcoeda.org)

### Tobacco Sales (Ord. 838.2)

All tobacco retailers are required to obtain a license through Riverside County Environmental Health

P.O. Box 7909  
Riverside, CA 92513-7909  
(888) 722-4234  
[www.rivcoeh.org](http://www.rivcoeh.org)

### Riverside County Sheriff's Department

Adult Business (Ord. 743), bingo (Ord. 558), massage (Ord. 596), pawn shops, firearms, etc.

4095 Lemon Street  
Riverside, CA 92501  
(951) 955-2400  
[www.riversidesheriff.org](http://www.riversidesheriff.org)

### Emergency Medical/Ambulance Services (Ord. 756)

Permitted through Riverside County EMS Agency.

4210 Riverwalk Parkway, Ste. 300  
Riverside, CA 92505  
(951) 358-5029

### Limousine Services

Permitted California Public Utilities Commission  
(213) 576-7000  
[www.cpuc.ca.gov/transportation/](http://www.cpuc.ca.gov/transportation/)

### Food Trucks (Ord. 580)/Sale of Food & Beverage

Permitted through Riverside County Environmental Health

4065 County Circle Drive, Room 104  
Riverside, CA 92503  
(951) 358-5172  
[www.rivcoeh.org](http://www.rivcoeh.org)

### Taxi/Non-Medical Transport

Permitted through the Clerk of the Board. (Ord. 698.1)

4080 Lemon Street, 1st Floor  
Riverside, CA 92501  
(951) 955-1069  
[www.rivcocob.org](http://www.rivcocob.org)

### Alcoholic Beverage Sales

To sell alcoholic beverages you are required to obtain a permit from Alcoholic Beverage Control (ABC).

3737 Main Street, Suite 900  
Riverside, CA 92501  
(951) 782-4400 Fax: (951) 781-0531  
[RIV.Direct@abc.ca.gov](mailto:RIV.Direct@abc.ca.gov)

### Department of Consumer Affairs Consumer Information Center

To obtain a State license for professionals.

1625 North Market Blvd., Suite N 112  
Sacramento, CA 95834  
(800) 952-5210  
[www.dca.ca.gov](http://www.dca.ca.gov) E-Mail: [dca@dca.ca.gov](mailto:dca@dca.ca.gov)

### California Comprehensive Online Information for Small Business

Governor's Office of Business and Economic Development

[www.calgold.ca.gov](http://www.calgold.ca.gov)  
E-Mail: [calgold@calepa.ca.gov](mailto:calgold@calepa.ca.gov)

### Secretary of State

To register as a Corporation, LLC, Limited Liability Partnership, etc.

1500 11th Street  
Sacramento, CA 95814  
(916) 653-6814  
[www.ss.ca.gov](http://www.ss.ca.gov)

### State Water Resources Control Board Industrial Stormwater Program

Stormwater Section  
PO Box 1977  
Sacramento, CA 95812-1977  
(866) 563-3107  
[www.waterboards.ca.gov](http://www.waterboards.ca.gov)

## State agencies

### California State Board of Equalization

To sell merchandise within the State of California, you are required to obtain a sellers permit from this agency, report and pay tax on your taxable sales.

3737 Main Street, Suite 1000  
Riverside, CA 92501-3395  
(951) 680-6400 Fax: (951) 680-6426  
[www.boe.ca.gov](http://www.boe.ca.gov)

### State of California Franchise Tax Board

To obtain a federal employment identification number (FEIN) and/or file for tax exempt status.

300 S. Spring Street, Suite 5704  
Los Angeles, CA 90013-1265  
(800) 852-5711  
[www.ftb.ca.gov](http://www.ftb.ca.gov)

### Employment Development Department

State law requires you to register with EDD as soon as you pay wages over \$100 in a calendar year.

San Bernardino Employment Tax Office  
658 East Brier Drive, Suite 300  
San Bernardino, CA 92408  
(909) 708-8899 Toll Free: (888) 745-3886  
[www.edd.ca.gov](http://www.edd.ca.gov)

### Small Business Administration

Programs and services designated to help small businesses succeed.

Los Angeles District Office (818) 552-3201  
San Diego District Office (619) 557-7250  
Santa Ana District Office (714) 550-7420

## Federal agencies

**Federal Tax ID Number - IRS**  
800-829-1040

**Imports/Exports - US Customs**  
202-354-1000

**National Labor Relations Board**  
866-667-6572

**Patent Trademark Office**  
800-786-9199