

#### SAN DIEGO POLICE DEPARTMENT - PERMITS AND LICENSING





San Diego Municipal Code, Section 33.0101(c), states you must have a valid police permit to operate a business designated as police regulated. You are responsible for being familiar with and complying with the rules and regulations related to Pedicab Operators & Pedicab Decal Owners. Copies of the Pedicab Operators Ordinance and General Divisions for police regulated activities may be obtained from the City Clerk's office located at 202 C Street, 2nd Floor, Telephone # (619) 533-4000 or via the City's website:

https://www.sandiego.gov/city-clerk/officialdocs/municipal-code

*Traditional Pedicab Operator (3-Wheel Pedicab)* - means any person who owns a pedicab as defined in section 467.5(a) & (b) of the California Vehicle Code.

*Specialized Pedicab Operator (4-Wheel Pedicab)* - means any person who owns a pedicab as defined in section 467.5(c) of the California Vehicle Code.

New applications may be submitted in person at the Office of the City Treasurer located at:

1200 Third Avenue, Suite 100, San Diego, CA 92101

Mailing Address: SDPD Permits, P.O. Box 122289, San Diego, CA 92112-228

For questions, contact the Business Tax Program at (619) 615-1500.

Note: Regulation and enforcement will continue to be performed by SDPD.

#### YOU MUST PROVIDE THE FOLLOWING WHEN APPLYING FOR THE ABOVE MENTIONED POLICE PERMITS

#### **INCOMPLETE APPLICATION PACKETS WILL NOT BE ACCEPTED**

- <u>POLICE PERMIT APPLICATION</u> Fill out the application completely. Indicate the Permit Type (Traditional or Specialized. Review definitions above. A thirty (30) day investigation period begins at the time the application is submitted. A criminal records check will be made on each applicant.
- <u>BUSINESS ADDENDUM</u> Each additional corporate officer or partner is deemed an applicant and must complete the Business Addendum application. An applicant that is a corporation or partnership shall designate one of its officers or general partners to act as its responsible managing officer. The responsible managing officer may complete, sign, and submit all applications on behalf of the corporate officers and partners. A criminal records check will be made on each applicant. A 30-day investigation period begins at the time the complete application package is submitted.
- <u>LIVE SCAN FINGERPRINTS</u> **Required** for all new applicants. The San Diego Municipal Code states Fingerprints must be taken by a Governmental Agency. See the attached list of locations. Fill out the attached "Request for Live Scan Service" form and bring it with you to a Live Scan agency. Return your completed application to the Office of the City Treasurer so your application can be processed. The completed "Request for Live Scan Service" form is valid for only thirty (30) days from the date your fingerprints were taken. After thirty (30) days you will be required to re-do your Live Scan fingerprints.
- <u>BUSINESS TAX CERTIFICATE</u> City of San Diego Business Tax Certificates can be obtained from the City Treasurer's Office located at 1200 Third Avenue, 1st floor, San Diego, CA 92101 Phone: (619) 615-1500.

- <u>IDENTIFICATION</u> A current government issued photo identification card (Driver's license, state ID or military ID).
- <u>TRADITIONAL/SPECIALIZED PEDICAB DECAL APPLICATION</u> Fill out the applicable (General or Restricted Zone) form, indicate the Decal Type (Traditional or Specialized), and provide to the authorized SDPD Vice Permits & Licensing Officer at time of inspection.
- <u>PEDICAB SAFETY & IDENTIFICATION INSPECTION</u> An inspection is required per SDMC 33.4618 & 33.4619. An authorized SDPD Vice Permits & Licensing Officer must perform the inspection. To obtain an appointment for a pedicab inspection, call (619) 531-2241.
- <u>INSURANCE REQUIREMENTS</u> Required per SDMC 33.4620. Insurance policy needs to be presented to the authorized SDPD Vice Permits & Licensing Officer at time of inspection.
- <u>FEES</u> Cash, checks, and credit cards are accepted. Please make checks, money orders, and cashier's checks payable to the **City Treasurer**.

In addition to the annual PD Regulatory fee, all new and renewal permits are assessed a non-refundable Application Fee\*. The application fee consists of a \$24 investigative fee (background review) per owner/officer and a \$63 administrative fee (\$59 at the time of renewal).

\$249.00 - Regulatory Permit Fee / Traditional Decal
\$87.00 - \*Application Fee
\$336.00 - Total

\$249.00 - Regulatory Permit Fee / Specialized Decal
\$87.00 - \*Application Fee
\$336.00 - Total

Rev. 4/02/25

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PERMIT TYPE	E:		BUSI	NESS TAX	CERTIFICAT	TE#:	
Ownership Type	prietor 🗆 P	artnership	□ Corpo	oration	□ LLC		Other
Applicable to EntertAGE GROUPE18 and UP021 and UP50	XPECTED ATTENI	DANCE		DAN	CING KARAC	WHICHEVER )KE LIVE B	<mark>APPLIES</mark> AND D.J. OTHER
Applicant's Ful	1 Name:			First			Middle
Date of Birth:	Last	Driver's	s License/ID #	#:		Sta	te:
Other Names (N	Maiden, Alias, I	Etc.):			Stage N	Name (A/E)	
Residence Add	ress:		City, State, Zip:				
Mailing Addres	SS:			City, St	ate, Zip:		
Business Phone	e#:			Ce	ell Phone #:_		
Email Address:							
Social Security	#:			Pla	ce of Birth:	Cit./S	tate/Country
Eyes:	Hair:	Height		Weight:		Race:	Sex:
J				_ 0 _			
	-				-		Retailers, Peep Shows):
Business Name							
Business Addre	ess:			City, State,	Zip Code:_		
LIST ALL FICTIT	TIOUS NAMES T	HE BUSINESS	WILL OPERAT	E OR ADVE	RTISE UNDE	R:	
	FICTITIC	US NAME				PH	IONE #
1 2							
3							
			FOR OFFICE	USE ONLY			
App. Date:							e Scan Rec:
	<b>Records</b> Checl	:: Initials/ID	#		RI01 ok or		
Approvi	ng Officer:				Date:		

#### IF APPLICANT IS A CORPORATION:

NAME OF CORPORATION AS SHOWN IN ARTICLES OF INCORPORATION OR CHARTER	DATE OF INCORPORATION	STATE OF INCORPORATION

### NAMES AND RESIDENCE ADDRESSES OF EACH CURRENT CORPORATE OFFICER, DIRECTOR, OR PARTNER (INCLUDING LIMITED PARTNERS):

(ADDITIONAL OWNERS/OFFICERS MUST COMPLETE OWNER/OFFICER ADDENDUM)

NAME	TITLE

# LIST FULL TRUE NAME AND ANY OTHER NAMES USED BY THE OWNERS AND ANY PERSONS WHO EXERCISE CONTROL OVER THE OPERATION, MANAGEMENT, DIRECTION OR POLICY OF THE BUSINESS, OR WHO ARE RESPONSIBLE FOR THE DAILY OPERATION OF THE BUSINESS:

	FULL NAME	TITLE
1		
2		
3		
4		
5		

#### APPLICANT'S PREMISES ARE "" ""OWNED """ "LEASED/RENTED

#### IF RENTED OR LEASED, PLEASE PROVIDE THE NAME AND ADDRESS OF THE PROPERTY OWNER(S):

PROPERTY OWNER'S NAME	PROPERTY OWNER'S ADDRESS	PHONE #

#### 1. List <u>similar</u> permits or licenses issued by any agency or board, or any city, county, state or federal agency in the past five (5) years. *IF NONE. INITIAL HERE*:

	TYPE OF LICENSE	LICENSE NUMBER	DATES HELD	CITY AND STATE
1.			From To	
2.			From To	
3.			From To	
4.			From To	
5.			From To	

### 2. Have you ever had any permit or license issued by any agency or board, or any city, county, state or federal agency denied, suspended or revoked? $\Box Yes \quad \Box No$

#### If yes, please complete below:

CITY/STATE	DATE OF SUSPENSION OR REVOCATION	REASON
1.		
2.		
3.		

**3.** List all criminal convictions, including convictions in another state and those under appeal. Include pleading of guilty to a lesser charge in satisfaction of, or as a substitute for, an original charge, and pleadings of *nolo contendere* or no contest. Expunged convictions must be listed per California Penal Code section 1203.4(a). Infractions are excluded.

#### IF NONE, INITIAL HERE:

CHARGE	DATE CONVICTED	LOCATION OF COURT
	CHARGE	CHARGE DATE CONVICTED

\*For additional info in any section, please use separate sheet(s).

<u>APPLICANTS</u>: It is the responsibility of the permit holder to renew the permit no later than fifteen (15) calendar days after the expiration date on the permit. Failure to renew on time will result in a penalty fee of \$25.00 plus 10% of the regulatory fee. If a renewal is not completed with all fees and penalties paid within the following calendar month after the due date, the permit expires and business operations, occupations, or activities allowed by the permit must cease. Any outstanding balance (PD or Business Tax fees) may be referred to our Delinquent Accounts Program.

#### INITIAL HERE:

A police permit is required for any person or entity engaged in any occupation or business deemed to be police-regulated, as set forth in Chapter 3, Article 3 of the San Diego Municipal Code, <u>http://www.sandiego.gov/city- clerk/officialdocs/legisdocs/muni.shtml</u>. Under penalty of perjury, applicant understands and agrees: To abide by all federal, state, and local laws; Consent to inspection by the Chief of Police per SDMC § 33.0103; The investigation fee is non-refundable per SDMC § 33.0307; Applications must be complete and truthful; Applicant will not willfully make a false statement or fail to report any material fact in the application per SDMC § 11.0401(b); Any changed circumstance which would have been grounds for denial of the application is grounds for denying a renewal application; Failure to disclose any material circumstance, whether or not such circumstance would have been grounds for denial, is grounds for denying a renewal permit.

INITIAL HERE:

To review grounds for denial, please refer to Municipal Code section 33.0305. Municipal Code or specific industry code sections may be accessed at the web address referenced above.

APPLICANT'S SIGNATURE

DATE OF APPLICATION

#### PLEASE BE ADVISED THE INFORMATION YOU PROVIDE ON YOUR APPLICATION MAY BE SUBJECT TO PUBLIC DISCLOSURE PER THE CALIFORNIA PUBLIC RECORDS ACT

POLICE	E PERMIT A	APPLICATION –	<b>OWNER/OFF</b>	ICER ADDEN	DUM
SUBMIT FORM I OFFICE OF THE CL 1200 THIRD AVE SUITE 10 (619) 61			CITY TREASURER 00, SAN DIEGO, CA 92101		
FINEST	PLEASE CO	OMPLETE ALL SE (TYPE OR PRIN		PLICABLE	COMPER VIGUN
PERMIT TYPE:		BUSINESS T	AX CERTIFICAT	`E#:	
Applicant Title:	Partner	Corporate Officer	Other:		
Applicant's Full Nam	ne: Last		First		Middle
		_Driver's License/ID #			
Residence Address: _			City, State, Zip C	Code:	
Mailing Address:			_City, State, Zip C	Code:	
Residence Phone #:			Cell Phone #:		
Business Name:			Email Address:		
Social Security #:			Place of Birth: _		
Eyes: Business Where Applica	Hair: nt Expects to be [	Height:	Weight:	Race:	_ Sex:
Business Name:					
Business Address:			_City, State, Zip (	Code:	

1. List <u>similar</u> permits or licenses issued by any agency or board, or any city, county, state or federal agency in the past five (5) years. <u>IF NONE INITIAL HERE:</u>

	TYPES OF LICENSE	LICENSE NUMBER	DATES	HELD	CITY AND STATE
1.			FROM	ТО	
2.			FROM	ТО	
3.			FROM	ТО	

FOR OFFICE USE ONLY						
Application Date:	Corresponding Permit #:	Received by:	Live Scan Rec:			
	Records Check:	RI01 OK or:				
Approving Officer:		Date:				

### 2. Have you ever had any permit or license issued by any agency or board, or any city, county, state or federal agency denied, suspended or revoked? $\Box Yes \quad \Box No$

#### If yes, please complete below:

CITY/STATE	DATE OF SUSPENSION OR REVOCATION	REASON
1.		
2.		
3.		

**3.** List all criminal convictions, including convictions in another state and those under appeal. Include pleading of guilty to a lesser charge in satisfaction of, or as a substitute for, an original charge, and pleadings of *nolo contendere* or no contest. Expunged convictions must be listed per California Penal Code section 1203.4(a). Infractions are excluded.

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CHARGE	DATE CONVICTED	LOCATION OF COURT
	CHARGE	CHARGE DATE CONVICTED

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APPLICANT'S SIGNATURE

DATE OF APPLICATION

#### PLEASE BE ADVISED THE INFORMATION YOU PROVIDE ON YOUR APPLICATION MAY BE SUBJECT TO PUBLIC DISCLOSURE PER THE CALIFORNIA PUBLIC RECORDS ACT

State of California REQUEST FOR LIVE SCAN SE	RVICE		Department of Justice
BCII 8016 (3/07) Applicant Submission			
ORI: <u>CA0371100</u> Code assigned by DOJ Job Title or Type of License, Certification	_ Type of Application: on or Permit:	Permits and Licensing	
Agency Address Set Contributing Agency:			
San Diego Police Department Agency authorized to receive criminal history information		08228 Mail Code (five-digit code assigned by D	DOJ)
P.O. Box 121431- MS 735 Street No. Street or PO Box		Contact Name (Mandatory for all school	submissions)
San Diego Calife City State	ornia 92112-1431 Zip Code	(619) 531-2250 Contact Telephone No.	
Name of Applicant: (Please print) Last		First	MI
Alias:	First	Driver's License No:	
Date of Birth: Sex	k: Male Femal		ANT TO PAY
Height: Weight: _		Misc. Number:	
		Home Address:	
Eye Color: Hair Color	r:	Street No. St	reet or PO Box
Place of Birth:			
Social Security Number:		City, State and Z	lip Code
Your Number:			
OCA No. (Agency Identifying No.) If resubmission, list Original ATI Number:		Level of Service: X DOJ	X FBI
Employer: (Additional response for agencies s	specified by statute)		
Not Applicable Employer Name			
Street No. Street or PO Box		Mail Code (five digit code assigned by DOJ)	
City State	Zip Code	( ) Agency Telephone No. (optional)	
Live Scan Transaction Completed By:	Nam	ne of Operator	Date
Transmitting Agency	ATI No.		Amount Collected/Billed

ORIGINAL - Live Scan Operator; SECOND COPY - Applicant; THIRD COPY (if needed) - Requesting Agency

CITY OF SAN DIEGO	Traditional Decal	Specialize	ed Decal
GENERAL ZONE	Issue Date:		
PEDICAB DECAL APPLICATION (Must be con	npleted within 30 calendar day	ys to reserve a dec	cal)
BUSINESS NAME: (	OWNER NAME:		
BUSINESS ADDRESS:			
STREET PEDICAB STORAGE ADDRESS:		CITY	ZIP CODE
PEDICAB STORAGE ADDRESS:	RUSINESS EMAII	CITY	ZIP CODE
<b>PEDICAB IN</b> An authorized member of the San Diego Police Department inspection and complete the following section.	Vice Permits and Licensing	Division must pe	erform the
PEDICAB IDENTIFICATION NUMBER (PIN):		UMBER:	
<b>PEDICAB TYPE:</b> □ TRADITIONAL PEDICAB □ SPECIA			
<b>PIN LOCATION:</b> □ SEAT TUBE □ TRAILER DRAW BA	R & BIKE SEAT TUBE <b>TY</b>	<b>PE:</b> □ STAMPE	ED ON FRAME
<b>REAR EXTERIOR MARKINGS:</b> COMPANY TRADE N	AME, PHONE # & CITY PE	DICAB #. (MIN.	FONT SIZE 2")
PEDICAB INSURANCE: □ INSURANCE POLICY LISTIN SAFETY E		PIN # AS INSUR	RED.
<b>HEADLIGHT:</b> $\Box$ HEADLIGHT VISIBLE 300 FT			
TAIL LIGHTS:  TWO TAIL LIGHTS, VISIBLE 500 FT			
<b>REQUIRED REFLECTORS</b> :  WHITE OR YELLOW TO REAR) AND WHITE OR YELLOW PEDDLE REFLECTORS	FRONT, RED TO REAR, WH	IITE TO SIDES (	FRONT &
<b>SEAT BELTS:</b> □ LAP BELT SECURELY BOLTED TO THE AUTOMOTIVE STYLE WEBBING, METAL BUCKLE AND		' BEND), ADJUS	STABLE,
BRAKES IN PROPER WORKING ORDER:	REAR		
NON MOTORIZED $\Box$			
I certify under penalty of perjury that I examined the above to be as indicated and verify that all required safety equipm			of the pedicab
VERIFIER (PRINT):	TITLE/ID NUMBE	R:	
VERIFIER SIGNATURE:		DATE:	
Does your company lease pedicabs to independent pedicab cont	ractors?	No	
Does your insurance policy cover all passengers if operated by aI understand that any pedicab operated by myself or any insurance in an amount not less than one million dollars (\$1,000 damage caused by the operation of the pedicab, including, but n agents, or lessees of the pedicab ownerI understand that the decal issued to signify compliance	other person, will at all times ,000) per occurrence for bodil ot limited to, pedicabs operate	of operation carry y injuries or perso d by the officers,	y liability onal property employees,
I understand that any and all decals issued to me under	his application are non-transfe	erable.	
I certify under penalty of perjury that all the above information i	s true, and that I have complie	d with all require	ments.
APPLICANT'S SIGNATURE:		DATE:	
(CITY US	E ONLY)		
BUSINESS TAX CERTIFICATE NUMBER:			
INSURANCE CARRIER:	POLICY NUMBER:		
DECAL NUMBER:	_		
AMOUNT PAID \$TOTAL AMOUNT \$ □ CASH-RECEIPT #: □ CHECK #: ISSUED BY:	DATE:		

## **Live Scan Fingerprint Information**

#### Municipal Code §33.0304 - Applicant and Employees to Furnish Fingerprints and Photographs

For the purpose of investigation and for regulation of the occupation or business during the time it is licensed, applicants, *responsible persons, managers, or employees* may be required to furnish their fingerprints and photographs. *Fingerprints must be taken by a governmental agency. The Chief of Police* shall forward the fingerprints to the Identification Division of the State of California, Department of Justice, or the Federal Bureau of Investigation, for identity confirmation and criminal histories.

#### The following are acceptable US Governmental Agencies located in San Diego County:

<u>CHULA VISTA</u> Chula Vista Police Department 315 Fourth Avenue Chula Vista, CA 91911 Contact: (619) 409-5954 M Monday & Wednesday 2:00 p.m.- 4:00 p.m., Appointments Only Friday 9:00 a.m. -11:30 a.m. Appointments Only www.chulavistapd.org

#### SAN DIEGO – LSID X54/ML1

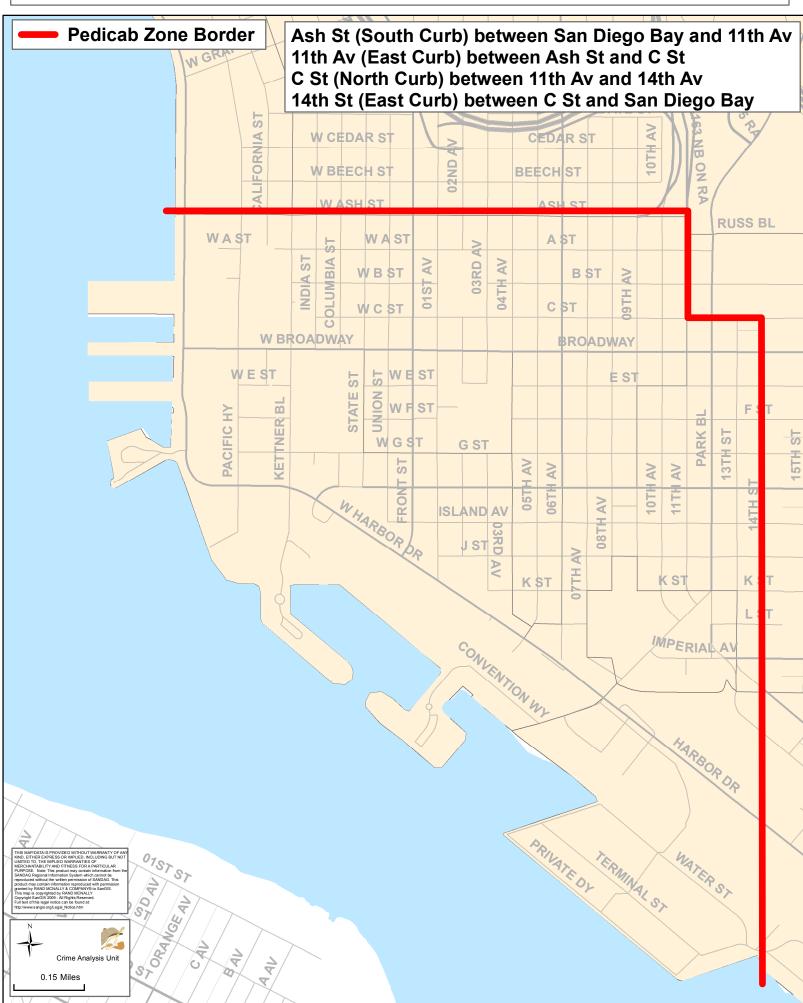
San Diego Community College Police 1536 Frazee Road, 1st Floor San Diego, CA 92108 Contact: (619) 388-6416 Monday – Friday, 8:00 a.m. – 4:00 p.m., **Appointments Only** 

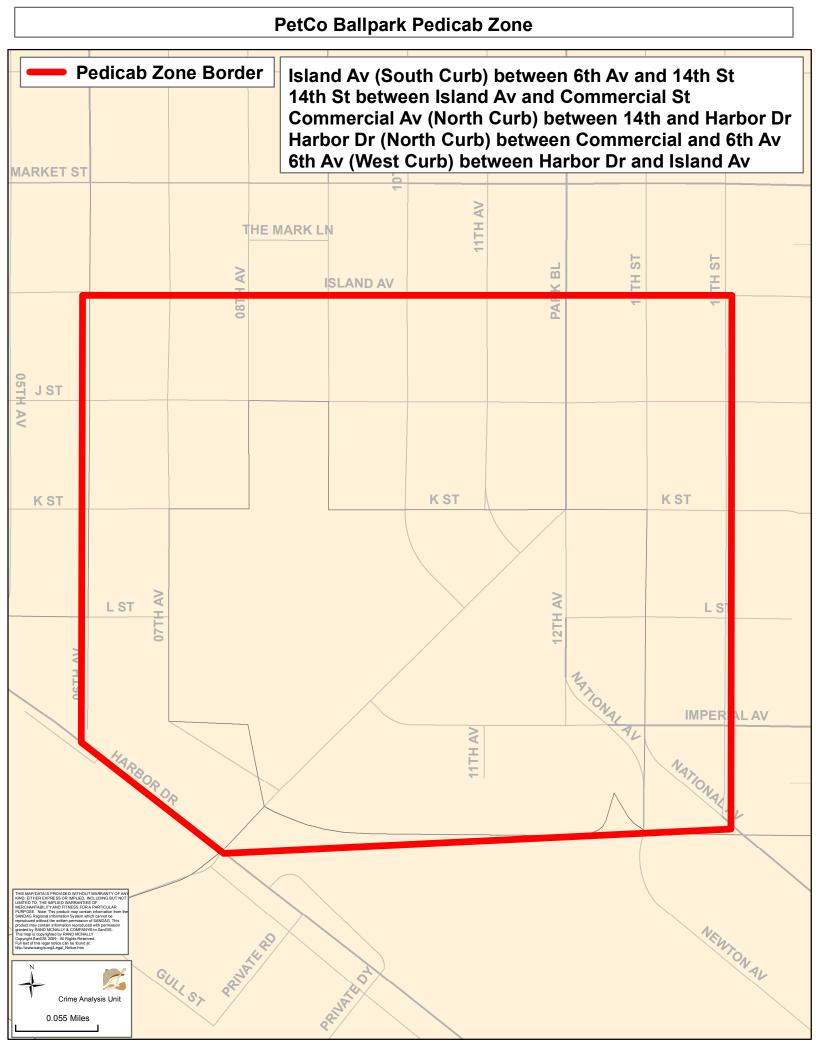
#### LA MESA

La Mesa Police Department 8085 University Avenue La Mesa, CA 91942 Contact: (619) 667-7592 Monday – Friday, 9:00 a.m. – 4:30 p.m. Appointments/Walk-In \*Hours may vary. Call to confirm.

CITY OF SAN DIEGO	Traditional Decal	Specialize	d Decal
RESTRICTED ZONE	Issue Date:		
PEDICAB DECAL APPLICATION (Must be com	npleted within 30 calendar day	ys to reserve a dec	cal)
BUSINESS NAME:	OWNER NAME:		
BUSINESS ADDRESS:			
STREET PEDICAB STORAGE ADDRESS:		CITY	ZIP CODE
PEDICAB STORAGE ADDRESS: STREET BUSINESS PHONE # ( )	DUCINECS EMAIL	CITY	ZIP CODE
	DUSINESS EMAIL		
An authorized member of the San Diego Police Department	<u>NSPECTION</u> Vice Permits and Licensing	Division must pe	erform the
inspection and complete the following section. PEDICAB IDE	NTIFICATION		
CITY PEDICAB IDENTIFICATION NUMBER (PIN):		UMBER:	
<b>PEDICAB TYPE:</b> TRADITIONAL PEDICAB SPECIA	LIZED PEDICAB		
<b>PIN LOCATION:</b> □ SEAT TUBE □ TRAILER DRAW BA	R & BIKE SEAT TUBE <b>TY</b>	<b>PE:</b> □ STAMPE	ED ON FRAME
<b>REAR EXTERIOR MARKINGS:</b> COMPANY TRADE N	AME, PHONE # & CITY PE	DICAB #. (MIN.	FONT SIZE 2")
PEDICAB INSURANCE: □ INSURANCE POLICY LISTIN SAFETY E	NG COMPANY NAME AND DUIPMENT	PIN # AS INSUR	ED.
<b>HEADLIGHT:</b> $\Box$ HEADLIGHT VISIBLE 300 FT			
<b>TAIL LIGHTS:</b> □ TWO TAIL LIGHTS, VISIBLE 500 FT			
<b>REQUIRED REFLECTORS</b> :  UMHITE OR YELLOW TO REAR) AND WHITE OR YELLOW PEDDLE REFLECTORS		ITE TO SIDES (	FRONT &
SEAT BELTS: □ LAP BELT SECURELY BOLTED TO THE AUTOMOTIVE STYLE WEBBING, METAL BUCKLE AND		' BEND), ADJUS	TABLE,
BRAKES IN PROPER WORKING ORDER:	REAR		
NON MOTORIZED $\Box$			
I certify under penalty of perjury that I examined the above to be as indicated and verify that all required safety equipm			of the pedicab
VERIFIER (PRINT):		CR:	
VERIFIER SIGNATURE:		DATE:	
Does your company lease pedicabs to independent pedicab cont	ractors?	No	
Does your insurance policy cover all passengers if operated by	an independent contractor?	□ Yes □]	No
I understand that any pedicab operated by myself or any insurance in an amount not less than one million dollars (\$1,000 damage caused by the operation of the pedicab, including, but n agents, or lessees of the pedicab owner.	0,000) per occurrence for bodil ot limited to, pedicabs operate	y injuries or perso d by the officers,	onal property employees,
I understand that the decal issued to signify compliance	with these requirements must	be displayed at al	l times.
I understand that any and all decals issued to me under	this application are non-transfe	erable.	
I certify under penalty of perjury that all the above information	is true, and that I have complie	d with all require	ments.
APPLICANT'S SIGNATURE:		DATE:	
(CITY US	SE ONLY)		
BUSINESS TAX CERTIFICATE NUMBER:			
INSURANCE CARRIER:	POLICY NUMBER:		
DECAL NUMBER:			
AMOUNT PAID \$TOTAL AMOUNT \$ □ CASH-RECEIPT #: □ CHECK #: ISSUED BY:	DATE:		

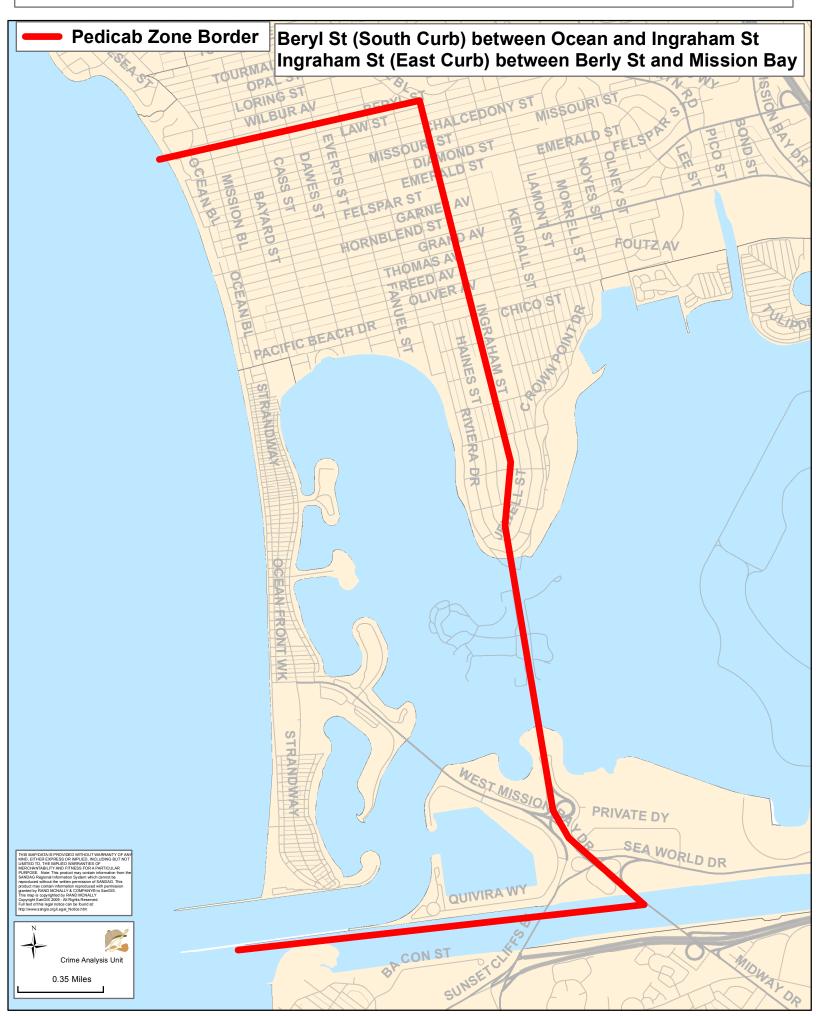
















§83.0113(b) Restricted pedicab zones shall be but are not limited to:

**The Downtown Zone** shall encompass the area bordered by the south curb line of Ash Street between San Diego Bay and Eleventh Avenue, the east curb line of Eleventh Avenue between Ash Street and C Street, the north curb line of C Street between Eleventh Avenue and 14th Street, and the east curb line of 14th Street between C Street and San Diego Bay.

**The Ocean Beach Zone** shall encompass the area bordered by the south curb line of Voltaire Street between the Pacific Ocean and Sunset Cliffs Boulevard, the east curb line of Sunset Cliffs Boulevard between Voltaire Street and Narragansett Avenue, and the north curb line of Narragansett Avenue between Sunset Cliffs Boulevard and the Pacific Ocean.

**The Mission Beach/Pacific Beach Zone** shall encompass the area bordered by the south curb line of Beryl Street and its extension between the Pacific Ocean and Ingraham Street, and the east curb line of Ingraham Street between Beryl Street and the Mission Bay Channel.

**The La Jolla Zone** shall encompass the area bounded by the south curb line of Camino del Collado between the Pacific Ocean and La Jolla Shores Drive, the west curb line of La Jolla Shores Drive between Camino del Collado and Torrey Pines Road, the south curb line of Torrey Pines Road between La Jolla Shores Drive and Girard Avenue, the east curb line of Girard Avenue between Torrey Pines Road and the extension of the north curb line of Marine Street, and the north curb line of Marine Street and its extension between Girard Avenue and the Pacific Ocean.

**The Petco Ballpark Zone** shall encompass the area bordered by the south curb line of Island Ave between Sixth Avenue and 14th Street, the east curb line of 14th Street between Island Avenue and Commercial Street, the north curb line of Commercial Street between 14th Street and Harbor Drive, the north curb line of Harbor Drive between Commercial Street and Sixth Avenue and the west curb line of Sixth Avenue between Harbor Drive and Island Avenue.

