



**CITY OF PALM DESERT
DEPARTMENT OF BUILDING & SAFETY
POLICY**

FROM: Russell A. Grance, Director of Building and Safety

DESCRIPTION: **Construction Working Hours**

APPROVED BY: Russell A. Grance, Director of Building and Safety

DATE: July 24, 2008

Contractor's may apply to request that the City authorize their project to work outside the established "Construction hours" as delineated in PDMC Section 9.24.070

The following is required to process this request: ***(Note: All written requests require five (5) working days to process.)***

1. Submit the request in writing to the Director of Building and Safety for review and consultation with the Inspection staff to determine feasibility. The request shall contain the following information:
 - a) Address of project;
 - b) Permit number;
 - c) Requested dates they need to work;
 - d) Specific hours of operation;
 - e) Type of operation;
 - f) Reason for the request; and
 - g) Map attached to letter showing location of project and distance to nearest residential areas.

After the request is reviewed and approved by the Director it will then be forwarded to the City Manager for approval. Copies of the approval shall be provided to the Code Enforcement Manager, Police Department, Applicant, and permit file.