



City of Pleasant Hill
Police Department

March 2, 2015

[Establishment name]

[address]

Pleasant Hill, CA 94523

RE: Pleasant Hill Municipal Code 6.30 – Revision

Dear Massage Establishment Owner(s),

On January 26, 2015, the Pleasant Hill City Council adopted an ordinance revising Pleasant Hill Municipal Code Section 6.30 - Massage Establishments and Therapists, which became effective on February 25, 2015. The purpose of this letter is to provide you with information related to those changes so you can maintain compliance with the new requirements. A copy of the new ordinance can be found by going to the city website at <http://www.codepublishing.com/CA/pleasanthill.html>. Below is an explanation of some of those changes.

Massage establishments. Massage establishments are now required to have a permit to operate. Massage establishment owners must submit a permit application to the police department and possess a business license and conditional use permit from the City (if required by the zoning ordinance). Massage establishment owners must complete a background check and submit a list of the massage therapists or massage practitioners working at the establishment, including independent contractors and those therapists who have been granted an exemption from city registration prior to December 31, 2012 (an “exempt therapist”). Except for exempt therapists, every person administering massage for compensation at an establishment must be a certified massage therapist or massage practitioner with a certification from the California Massage Therapy Council (CAMTC). There is a charge of \$230.89 for the initial permit, which is good for two (2) years. Renewal fees are \$102.62. Massage establishment owners have forty five (45) days from the effective date of this ordinance to submit an application for a massage permit to the police department. Once submitted, the prior registration will remain in effect until a determination is made on the massage establishment permit application.

Massage therapists and practitioners. All massage therapists and massage practitioners administering massage for compensation in the City must be certified through the CAMTC, or have received an exemption prior to December 31, 2012 as provided in section 6.30.030(B) of the Pleasant Hill Municipal Code. Exemptions are no longer available from the police department. All massage therapists, massage practitioners, and exempt therapists must work at a city permitted establishment or register with the police department if providing massage in

his/her residence or providing outcall massage services. If a massage therapist is self-employed and working out of his or her own home, he or she must have a business license, home occupation permit, and be registered with the police department. Outcall massage service must be noted on the registration form. All massage therapists, massage practitioners, and exempt therapists who are currently registered with the police department will maintain their current registration through December 31, 2015.

Enclosed are copies of the current Massage Establishment Permit Application, Massage Therapist and Practitioner Registration, and the new ordinance. **Massage Establishment Applications must be submitted to the police department no later than April 13, 2015.** Applications can be mailed or dropped off at the police department address listed below. Registration forms can also be submitted to the same location.

Pleasant Hill Police Department
Attn: Massage Establishment Permitting
330 Civic Drive
Pleasant Hill, CA 94523

If you have any questions regarding this matter please contact the police department at 925 288-4630.

Sincerely,
John Moore
Chief of Police

By: Lt. Dan Connelly
Support Services Division Commander