



For office use only:

Permit # \_\_\_\_\_  
 Fee pd. \_\_\_\_\_  
 Rec. # \_\_\_\_\_

Department Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Due Date: \_\_\_\_\_

**Permit Application**

Date: \_\_\_\_\_ Permit Type:  Building  Plumbing  Mechanical  Electrical  Demolition

**Contact Information**

Property Owner: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Name Phone Email (REQUIRED)

Mailing address: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Address City State Zip

Applicant (contact): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Name Phone Email

Contractor: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Name Phone Email

St. Cont. License #: \_\_\_\_\_ City Business License #: \_\_\_\_\_

**Project Information**

Project Location: \_\_\_\_\_

Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_ APN(s): \_\_\_\_\_

Project affects:  Single Family Dwelling  Multi-family Dwelling  Commercial property  Change in Use

Description of Work: \_\_\_\_\_

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Valuation of Project: \$ \_\_\_\_\_ Square feet: \_\_\_\_\_ / \_\_\_\_\_ Percent of Walls Changed/Edited: \_\_\_\_\_  
(new sq. ft.) (area of remodel)

Associated Planning Permit(s): \_\_\_\_\_

**OR**

I certify there are no exterior changes or pending Planning approvals for this property: \_\_\_\_\_ / \_\_\_\_\_  
Applicant Initials Date

Does the work? (Check all that apply):

Include 250 sq ft or more of new floor area  Include any excavation whatsoever

Disturb 500 sq ft or more of soil  Disturb more than 50 cubic yards of soil

If ANY of these are checked a *Drainage Plan* specific to this project is required in addition to a pre-construction meeting

Total area of soil disturbed (Building expansion, flatwork, and landscape work): \_\_\_\_\_

Does the work affect (Check all that apply):

Site Grading and/or Drainage  Tree pruning/removal  The Public Right-of-Way

**If ANY of these are checked, additional permits may be required**

Declarations

**Declarations Regarding the Presence/Disposal of Hazardous Materials and Construction Waste**

(Initial All That Apply)

\_\_\_\_\_ I have tested the building materials I intend to disturb during this project for any hazardous materials requiring abatement and found the following:

No materials identified     Materials found include: \_\_\_\_\_

\_\_\_\_\_ I have contacted the Monterey Bay Unified Air Pollution Control District (MBUAPCD) at 831.647.9411 to determine if the Federal Asbestos NESHAP is applicable to this project, **and (check one):**

I am attaching a copy of the written notification to MBUAPCD for my project as required by the Federal Asbestos **NESHAP regulation in 40 CFR Part 61.15(b); or**

My project is not subject to the Federal Asbestos NESHAP regulation in 40 CFR Part 61.145.

\_\_\_\_\_ I understand that it is unlawful to place any hazardous materials, including asbestos containing materials, into any non-hazardous (common) waste collection receptacle (dumpster, garbage can, etc.) All hazardous materials will be removed by individuals/firms certified to handle and dispose of the specific hazardous material(s) involved.

\_\_\_\_\_ I certify that 100% of non-hazardous debris will be taken to a bonafide facility with a minimum 65% recycle rating

**Declarations Regarding Environmental Protection**

(Initial All That Apply)

\_\_\_\_\_ I am required to erect protective barricades around all trees on the building site and all trees on public property adjacent to the site. These barricades must be in place, and approved by the City Forester prior to the start of any construction or demolition activities. Under conditions where soil compaction is probable, fences may also be required around a tree or grouping of trees.

\_\_\_\_\_ I am required to prevent storm water and soil and similar erosive materials from being transported off-site by storm water. I will implement and maintain approved Best Management Practices to protect the environment throughout the project. For projects requiring a drainage plan, erosion & sediment control measures must be in place, and approved by the City Environmental Compliance Manager prior to the start of any grading or land clearing activity.

\_\_\_\_\_ If my project has an estimated valuation of \$50,000 or more I am required to have the sewer lateral inspected by a licensed plumber and submit a CCTV video of the lateral along with the appropriate permit to the Carmel Area Wastewater District (CAWD).

"I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct. I understand that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of any permit issued to me"

\_\_\_\_\_  
Owner Signature (REQUIRED)

\_\_\_\_\_  
Owner Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Applicant Name

**Applications are currently being accepted via electronic submission either by email or by submission on the City website. If choosing to submit the application physically, a digital set of plans and permit documents must also be submitted.**

*Community Planning and Building Department, Post Office Box CC, Carmel-by-the-Sea, CA. 93921. Phone (831) 620-2010*