



For office use only

Reviewed by: _____ Date: _____

Proposed work: Is exempt from permit requirements Requires a permit

Scope of Work Declaration

Date: _____ Work will be completed by: Owner Contractor

Contact Information

Property Owner: _____ / _____ / _____
Name Phone Email

Mailing address: _____ / _____ / _____
Address City State Zip

Contractor: _____ / _____ / _____
Name Phone Email

St. Cont. License #: _____ City Business License #: _____

Project Information

Project Location: _____

Block: _____ Lot(s): _____ APN(s): _____

USA/811 Locate Ticket #: _____ (Outdoor projects only) Tree Clearance: _____ (Outdoor projects only)

Detailed description of Work: _____

APPLICANT SHALL PROVIDE ONE OR MORE PICTURES OF THE EXISTING CONDITIONS AT TIME OF DECLARATION

Declarations

**Applicant
Initials**

_____ *I certify there are no exterior changes requiring Planning approvals for this project.*

_____ *I certify that I am required to prevent storm water and soil or similar erosive materials from being transported off-site by stormwater. I will implement and maintain approved Best Management Practices to protect the environment throughout the project.*

_____ *I certify that my project is located fully on my property and will not physically affect adjacent property, recorded easements, or the public right-of-way.*

_____ *I certify that I am conducting exterior work and I am required to erect protective barricades around all trees on the site and on public property adjacent to the site. These barricades shall be in place and approved by the City Forester prior to the start of any work.*

_____ *I certify that the activities described above include the full and total extent of work for my project.*

_____ *I certify that I will should the scope of work change, I will submit a revised Scope of Work Declaration and obtain all approvals required from the City and/or other authorities having jurisdiction over the described work.*

"I certify (or declare) under penalty of perjury in accordance with the laws of the City of Carmel-By-The-Sea and 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 issuance of a Stop Work Order and further legal sanctions as allowed by law.

Applicant Name

Applicant Signature

Owner Name

Owner Signature