



CITY OF MONTEREY

RESIDENTIAL PROPERTY INSPECTION (RPI) REPORT APPLICATION

Please fill this form out completely to order a property inspection. Inspections will be scheduled within three (3) business days (morning or afternoon). The inspection is an "exterior" inspection and no one is required to be in attendance. Please have gates unlocked and no dogs in the yard. Once the inspection has been completed, please allow 2 additional business days to complete the report. If violations or evidence of possible unpermitted work are observed, an interior inspection may be requested and more time may be needed to complete the report.

Fees are \$143.00 for single family dwellings. Fees for apartment buildings are \$143.00 for the first hour and \$101.00 for each additional hour. Inspections are void after six (6) months or when a property changes title.

Prior to our completing the report the following information must be provided:

Has the sewer lateral been **completely** replaced within the last 10 years?

- If YES, please provide documentation to the Building Department.
- If NO, please provide the Building Department with a completed City approved Sewer Lateral Report Form. No other forms will be accepted. A \$110 fee will be assessed to review the report. We do NOT accept videos.

If the sewer needs to be replaced:

- Permits are required and shall be obtained from the Building Division prior to any work taking place;
- and -
- The sewer lateral must be replaced prior to the close of escrow.

Upon receipt of the above-referenced information, the RPI will be completed and forwarded pursuant to the delivery instructions indicated below:

Address of Property: _____ Assessor's Parcel: _____

Applicant's name, address and phone number:

Applicant Signature _____ Date _____ Phone Number _____

Email: _____

PAYMENT AUTHORIZATION

Cardholder's Signature: _____

Card Type: _____ (VISA OR MASTERCARD ONLY) Expiration Date: _____

Credit Card #: _____ - _____ - _____ Zip code of acct holder: _____

Email: GOGREEN@MONTEREY.ORG; or mail: Permit & Inspection Services, 580 Pacific St, Rm. 4, Monterey, CA 93940