

CITY OF MONTEREY PARK

320 West Newmark Ave • Monterey Park • CA 91754

BUILDING AND SAFETY DIVISION

buildingpermitcounter@montereypark.ca.gov



APPLICATION FOR BUILDING:

☐ PLAN CHECK ☐ PERMIT

☐ Residential ☐ Non-Residential ☐ Reroof ☐ *Demo
☐ New ☐ Addition ☐ Alteration / T.I. **Date:** _____

JOB ADDRESS: _____ **SUITE:** _____

Owner: _____ **Email/Phone:** _____

Address: _____

Client (Relationship to property): _____

Address: _____

Email: _____ **Phone:** _____

ARCH/ENGR/DESGR: _____

Address: _____

State License No.: _____ **Email/Phone:** _____

APPLICANT/CONTACT: _____

Address: _____

State License No.: _____ **Email/Phone:** _____

CONTRACTOR/CONTACT: _____

Address: _____

State License No.: _____ **Email/Phone:** _____

JOB DESCRIPTION: _____

*Demolition requires proof of SCAQMD notification.

-Permit issuance fee: 1st trade \$67.58 + each additional trade \$50.69

-Plan Check Fee: 81.2% of the Permit Fee

PERMIT IS REQUIRED FOR NEW INSTALLATION, REPLACEMENT, OR RELOCATION OF EACH ITEM LISTED.

BUILDING PLAN CHECK/PERMIT WORKSHEET

Bldg. Area (ft ²)		Garage Area (ft ²)		No. of Dwelling Units		No. of Stories	
Type of Construction		Occupancy Group		Fire Sprinkler		Pool/Spa Area (ft ²)	
				☐ Yes ☐ No			
Deck Area (ft ²) ☐ On Slope		Patio Area (ft ²) ☐ On Slope		Fence/Wall Area (ft ²)		Retaining Wall Area(ft ²)	
Reroofing Area (ft ²)				☐ Tear off ☐ Overlay		Torch/Kettle ☐ Yes ☐ No	
Sheathing	☐ Yes ☐ No	Area (ft ²):		Bitumen	☐ Built-up ☐ Modified Bitumen	Sprayed	☐ Polyurethane ☐ Liquid Applied
Shingles	☐ AC Std. ☐ AC Multi. ☐ Slate ☐ Metal ☐ Wood ☐ PV	Single Ply		☐ Thermoset ☐ Thermoplastic	Others		☐ Metal Panels ☐ Wood Shakes
Tile	☐ Clay ☐ Concrete						
VALUATION: \$				Revised Valuation: \$			