



Online Land Use Services from the Resource Management Agency

Monterey County's Citizen Portal offers online information and services from RMA land use departments, 24 hours a day, 7 days a week. The site can be reached at <https://aca.accela.com/monterey> or from the home pages of the Building Services and Planning websites. Information available includes application description and details, processing status, condition compliance status, fees, inspection history, and valuation. **You do not need a log-in name or password to search the database.**

1-Searching for Permits/Parcels/Addresses

The fastest way to search is to use the **Global Search Box** which is located in the upper right-hand corner of every page on the site. Type a permit #, Parcel #, or Address directly into this box and hit Enter and you will be presented with a list of search results.

More complex searches can be performed by clicking on the "Search Applications" link for the individual departments.

The screenshot displays the website interface. At the top, there is a navigation bar with links for Home, Search, New, and Schedule. Below this is a search prompt: "Search by permit number, parcel or address in the box to the right." A search box is located on the right side of the page, containing the text "Search for Permit #/Parcel/Address". Below the search box is a login form with fields for "User Name or E-mail" and "Password", a "Login" button, and a "Remember me on this computer" checkbox. The main content area features several service tiles: "Public Records Requests" (Submit a Public Records Request, Search My Requests), "Planning" (Search Applications), "Building" (Search Applications, Schedule an Inspection), "Code Compliance Cases" (Search for Code Cases), and "General Information" (Lookup Property Information).

Clicking on a Planning or Building tab will take you to a screen with search boxes where more complex searches may be performed. For example, the following search will find Variance permit files in Carmel Valley that were created between 1/1/2015 and 11/13/2015:

General Search

You can search for Planning files using one or more of the fields below. The more information entered the more precise the search. However you may have a better chance of finding what you're looking for by entering as little search criteria as possible and then choosing from the list of results.

You can also enter partial information in a field to widen a search. For example, entering "Car" in the Community field will return both Carmel and Carmel Valley. (Click [here](#) for detailed search instructions)

Search All Records

Permit Number: Permit Type:

Start Created Date End Created Date Parcel No.:

Street No. Street Name: Community:

▼ Do not include Additional Criteria

GENERAL

Entitlement:

CEQA INFORMATION

Environmental Status:

2-Search Results

Search results are returned in a table. Click on the file number link to obtain detailed information about a specific file.

11 Record results matching your search results

Click any of the results below to view more details.

Showing 1-11 of 11

<input type="checkbox"/>	<u>Created Date</u>	<u>File Number</u>	<u>Status</u>	<u>Type</u>	<u>Module</u>	<u>Address</u>
<input type="checkbox"/>	08/19/2015	PLN150609	Applied	Discretionary	Planning	22125 PARROT RANCH RD, CARMEL VALLEY CA 93924
<input type="checkbox"/>	07/17/2015	PLN150553	Given Out	Discretionary	Planning	100 LAUREL DR, CARMEL VALLEY CA 93924
<input type="checkbox"/>	07/01/2015	PLN150505	Incomplete	Discretionary	Planning	1 SOUTHBANK RD, CARMEL VALLEY CA 93924
<input type="checkbox"/>	06/24/2015	PLN150478	Set for Hearing	Discretionary	Planning	11599 HIDDEN VALLEY RD, CARMEL VALLEY CA 93924
<input type="checkbox"/>	06/08/2015	PLN150434	Set for Hearing	Discretionary	Planning	11625 HIDDEN HILLS RD, CARMEL VALLEY CA 93924

Data rows can be sorted by clicking on column headers.


3-Record Info

A) Record Detail

The link brings up the “**Record Details**” page for the application which displays information on project location and project description, as well as other information related to the project.

Permit Number PLN150333:
Discretionary
Current Permit Status: Condition Compliance

Record Info ▾ | Payments ▾ | Conditions **4** | Custom Component

 A notice was added to this record on 07/06/2015.
Condition: INSPECTION-PRIOR TO LAND DISTURBANCE Severity: Notice
Total Conditions: 4 (Notice: 4) [View Condition](#)

Project Location

26934 LAURELES GRADE
CARMEL VALLEY 93924

Record Details

Project Description:
POSS ROY & DEBRA
Administrative Permit to allow the construction of a 2,116 square foot single family dwelling and 655 square foot garage. The property is located at 26934 Laureles Grade, Carmel Valley (Assessor's Parcel Number 416-053-003-000), Toro Area Plan.

▼ **More Details**

- ☑ **Related Contacts**
- ☑ **Application Information**
GENERAL
Entitlement: Administrative Permit
Subdivision: No
- CEQA INFORMATION**
Environmental Status: Categorical Exemption
- ☑ **Parcel Information**
Parcel Number: 416-053-003-000
Planning Area: Toro
Zoning Notes: 100 front yard setback along Laureles Grade (40.2.4(T))

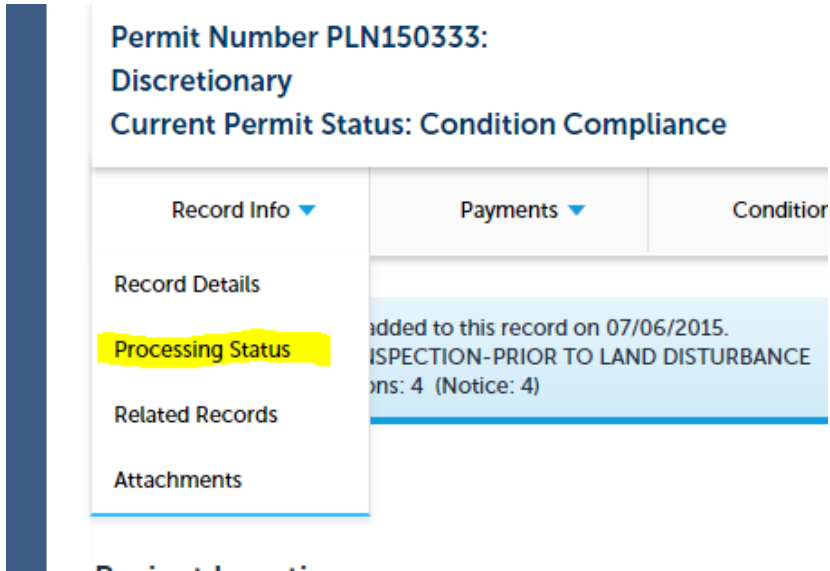
Fire District: Monterey County Regional FPD
Zoning: RDR/B-8-VS(see note)|RDR/5.1-VS

[Condition Compliance Status](#) [Print/View Summary](#)

Condition Status for Planning Projects
Click on the “**Condition Compliance Status**” button to view project conditions and their current status.

B) Processing Status (Workflow)

Select “Processing Status” to view status of each step in the project workflow as well as comments from agencies reviewing the project.



Permit Number PLN150333:
Discretionary
Current Permit Status: Condition Compliance

Record Info ▼	Payments ▼	Condition
Record Details		
Processing Status		Added to this record on 07/06/2015. INSPECTION-PRIOR TO LAND DISTURBANCE Inspections: 4 (Notice: 4)
Related Records		
Attachments		



Processing Status

- ✓ ▾ Application Request
 - Due on 05/04/2015, assigned to TBD
 - Marked as Planner Assigned on 05/01/2015 by Michèle Friedrich ([friedric](#))
 - Comment: PROJECT ASSIGNED TO DAVID MACK
- ✓ ▶ Application Given Out
- ✓ ▶ Application Submittal
- ✓ ▾ Planning Review
 - Due on 07/27/2015, assigned to David Mack (mackd@co.monterey.ca.us)
 - Marked as Complete on 07/02/2015 by David Mack (mackd@co.monterey.ca.us)
- ✓ ▶ Water Resources Review
- ✓ ▶ Public Works Review

Click on the arrow or minus symbol to expand or contract entry

C) Related Records

Select Related Records to view other files associated with the permit. This could be related Planning and/or Building permits or various reports (geologic report, biologic report, etc) that were prepared for the project and are stored in the library database.

Permit Number PLN150333:
Discretionary
Current Permit Status: Condition Comp

Record Info ▼	Payments ▼
Record Details	
Processing Status	Added to this record on 07/11/2015 INSPECTION-PRIOR TO LANING Applications: 4 (Notice: 4)
Related Records	
Attachments	

Related Records

[View Entire Tree »](#)

File Number	Type
▼ PLN150333	Discretionary
15CP01044	Combination
LIB150204	Library

D) Attachments (Documents)

Select “Attachments” to view documents (staff reports, correspondence, etc) associated with the project. Click on the document name highlighted in blue to open the document.

Permit Number PLN150333
 Discretionary
 Current Permit Status:

Record Info ▼

- Record Details
- Processing Status
- Related Records
- Attachments**

Attachments

The maximum file size allowed is 64 MB.
 html;htm;mht;mhtml are disallowed file types to upload.

Documents can be sorted by clicking on column headers.

Name	Category	Size	Description	Upload Date
IDR_EHB_PLN150333_062415.pdf	Other Agency Comment	15.62 KB		06/24/2015
VICMAP_ESTRADA_PLN150333_062615.pdf	Map	1.93 MB		06/26/2015
LET_STAFF_PLN150333_070215.pdf	Correspondence	555.11 KB	884 INCOMPLETE LETTER	07/02/2015
IDR_EHB_PLN150333_070615.pdf	Other Agency Comment	74.60 KB		07/06/2015
MINUTES_LUAC_TORO_071315.pdf	Other	17.33 KB		07/28/2015
RESap_15-042_PLN150333_080515.pdf	Permit Resolution	1.75 MB		08/06/2015
CCF_PLN150333_PW_090415.pdf	Condition Compliance	215.31 KB		09/02/2015
CCF_WRA_PLN150333_090815.pdf	Other	980.89 KB	CCF CLEARS COND. NO. 15.	09/08/2015