SOIL BORING PERMIT APPLICATION PROCEDURES

The following procedures are for Soil Borings. Allow seven (7) working days (from delivery to this office) for the application to be processed.

1. Complete one application for multiple soil borings on one Assessors Parcel Number (APN). 
   Faxed copies shall not be accepted.

2. The physical address of the work site must be complete: street number, street name, city and zip code.

3. The Assessors Parcel Number (APN) must be included for each parcel where Soil Borings will be placed. The application will not be processed without this number.
   • If Soil Borings are placed on city or county property or if they are to be located on adjacent properties, then appropriate APN’s must be noted on separate applications.
   • Signatures of all property owners for each APN shall be provided on each application. Agents for the property owner may sign the applications, if a written agreement exist. A copy of this agreement must accompany the application. An encroachment permit from a municipality will be acceptable in lieu of a property owner signature.

4. Owner, consultant, and drilling contractor information must be complete: street name, city, state and zip code. Phone number is to be included. If the facility address is different, the mailing address should be included.

5. Drilling contractor’s C-57 license number.

6. A single site map must be included, showing the location of all proposed Soil Borings on each parcel.

7. A permit fee per site must be included. Please check the current fee schedule

8. Sign and submit the “Contamination Reporting Procedure” form.

9. Fill out and submit a “Site Safety Plan” for the referenced site (Must include map and directions to the nearest hospital).

*The installation of Soil Borings for Site Investigations, at known or potentially contaminated sites (i.e. UST facilities), requires the completion of a “Work Plan Review” application. The application is to be accompanied with all appropriate fees

Upon receipt of the requested information, a Soil Boring permit will be issued.

Any questions can be directed to the Hazardous Material Management Services of the Monterey County Environmental Health Bureau at the following offices:

Salinas- 1270 Natividad Road, Salinas, CA 93906 (831) 755-4511
South County- 620 Broadway, Ste. N., King City, CA 93930 - (831) 386-6899
http://www.mtyhd.org

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