



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>