

# County of Monterey

## Resource Management Agency

www.co.monterey.ca.us/rma  
(831) 755-5025

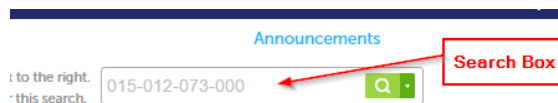
### Resource Management Agency Online Services

#### How to Search for Expired Permits and Open Code Cases

Before submitting an online permit application, you will need to address any open code compliance cases or expired permits that exist on the property. **NO NEW PERMITS WILL BE ISSUED UNTIL THESE ISSUES ARE RESOLVED.**

The following explains the procedure for determining the existence of open code cases or expired permits on the parcel record of the property for which you wish to submit the application:

1. Go to ACA home page: <https://aca.accela.com/monterey>.
2. Enter the Assessor Parcel Number (APN) of the property in the search box located in the upper right-hand corner of the page. Click enter. This will display a list of files for the property.



3. Review the status column of the list for any building permits in “Expired” status. The format for building permit file numbers is either BPy# or yyCP# (e.g. BP101234 or 17CP01234).
4. Review the list for any open code compliance cases (format CE101234 or 17CE01234). An **“open” case is one with any status other than “Closed”**.
5. Please call 831-755-5025 to learn how to resolve expired permits or open code cases.

#### Example of Expired Permits:

Created Date	File Number	Status	Permit Type	Module
03/09/2016	16CP00631	Issued	Building	Building
10/09/2012	12CP01648	Expired Permit	Building	Building
12/10/2012	12CP01995	Expired Permit	Building	Building
10/10/2014	14CP02060	Issued	Building	Building

#### Example of Open Code Case:

##### Records

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Created Date	File Number	Status	Permit Type	Module
03/07/2016	16CE00133	Under Investigation	Case	Enforce