

◆ SEWER

BACKWATER VALVES

If your property is at risk of damage from a sewage backup in the City sewer main, a sewer backwater valve is required. For more details, visit the City Web site at www.monterey.org/publicworks/backflow.html (PUBLIC WORKS DEPT., BUILDING SAFETY & INSPECTION DIVISION)

SEWER BACKUPS

If you have a sewer overflow caused by an obstructed sewer line within your property, such as when sewage backs up into a shower stall when a sink is drained or a toilet is flushed, call a licensed plumber immediately.

If you have an uncontrolled sewer overflow such that sewage is flowing onto your floors or into the street, call 911. A City crew will respond and determine whether the blockage is in the private lateral or in the City’s sewer main. If the blockage is in the private lateral then the property owner will be so notified and advised to contact a local plumber and a vendor to clean the spill.

Owners are responsible for all costs associated with clearing and cleanup if the backup is due to a clogged lateral or could have been prevented by a properly installed backwater valve device as required by City Code. (PUBLIC WORKS DEPT., STREETS DIVISION)

SEWER SYSTEMS

Maintenance of the sewer lateral from the residence to where it connects to the City sewer main is the responsibility of the property owner. (PUBLIC WORKS DEPT., STREETS DIVISION)

◆ SIDEWALKS

SIDEWALK/DRIVEWAY MAINTENANCE

It is the property owners’ responsibility to properly maintain frontage sidewalks on their property and to keep them free of debris and trip hazards including lift or debris hazards caused by street trees. Property owners may be held liable to persons injured or property damaged as a result of their failure to periodically inspect and properly maintain their frontage sidewalks. (PUBLIC WORKS DEPT.)

◆ SIDEWALKS *continued*

SIDEWALK, CURB/GUTTER AND DRIVEWAY PERMITS

New construction and/or replacement of sidewalk, curb and gutter or driveways within the public right-of-way require a permit. (PUBLIC WORKS DEPT.)

◆ STORMWATER/DRAINAGE SYSTEM (GUTTERS)

It is a violation to pour anything (oil, paint, grease) other than clean water into the City storm drain or street gutters. (PUBLIC WORKS DEPT.)

◆ STREET OPENING PERMITS

A permit is required for any excavation in or under the surface of any street, alley or sidewalk. (PUBLIC WORKS DEPT.)

◆ TREE TRIMMING, PLANTING OR REMOVAL

Normal pruning or trimming of trees on private property is permitted. Excessive/improper trimming is a violation. A permit is required for the removal of trees on private property of any species more than 6 inches in diameter at 4.5 feet above grade.

Pruning and/or removing any tree on public property is strictly prohibited. (URBAN FORESTRY DIVISION)

◆ VEHICLES (BOATS, RVs AND TRAILERS)

No person who owns or has possession, custody or control of any vehicle shall park such vehicle upon any street or alley for more than a consecutive 72-hour period.

Inoperative vehicles or vehicles without current and valid registration shall be stored inside a garage or other enclosed structure or behind the 20-foot frontyard setback and screened from public view.

(POLICE DEPT. TRAFFIC DIVISION)

Vehicles (boats, RVs and trailers) shall be parked on the driveway apron in front of covered parking. There shall be no parking in the front/side yard setback on non-driveway aprons. Not more than one commercial vehicle may be parked on or adjoining any one lot. Vehicles over 22 feet in length and/or more than 7.5 feet in height and/or having a bed width of 7 feet or greater shall be kept behind the required setback line.

(PLANNING DIVISION, CODE ENFORCEMENT DIVISION)

◆ YARD/GARAGE SALES

Yard/garage sales are allowed to take place in residential neighborhoods and no permit is required. There is no restriction on the number of sales a person can hold. However, if it is noted that a particular residence is holding frequent yard/garage sales over an extended period, it could eventually be determined that the resident is conducting a commercial business. Because commercial businesses are generally not permitted in residential areas, this type of use would not be allowed.

Posters advertising garage sales are permitted but may NOT be posted on utility poles, trees or where they might interfere with a driver’s line of sight and must be taken down after the garage sale is over.

(CODE ENFORCEMENT DIVISION)

Your City – Your Community

Get involved, participate

- ◆ *discover volunteering in local government*
- ◆ *check out City job opportunities*
- ◆ *watch cable Ch. 25 for LIVE City Council meetings and info on other programs and activities*
- ◆ *visit the Web site or read the City Focus to find out what’s happening in your community*

See What’s Here for You

IMPORTANT NUMBERS

EMERGENCY Police, Fire or Medical 911

FIRE DEPARTMENT

Non Emergency	646-3900
Information/Admin.	646-3900
Station 1 - Pacific & Madison	646-3905
Station 2 - 582 Hawthorne	646-3906
Station 3 - 401 Dela Vina	646-3907

POLICE DEPARTMENT

Non Emergency/24 Hours	646-3914
Abandoned Vehicles on street	646-3973
Animal Control Division	646-3820
Confidential Tip line	646-3840
General Information	646-3830
Public Information Officer	646-3827
Traffic Division	646-3818

CITY ADMINISTRATION

Building Safety & Inspection	646-3890
City Attorney’s Office	646-3915
City Clerk’s Office	646-3935
City Manager’s Office	646-3760
Code Enforcement Division	646-3750
Housing & Property Mgt.	646-3995
Parks Division	646-3860
Parking Division	646-3953
Planning Division	646-3885
Personnel (Job Info)	646-3751
Public Works Dept.	646-3920
emergencies/evenings/weekends	646-3914
Revenue Division	646-3944
Solid Waste Management	646-5662
Streets Division, weekdays	646-3927
Urban Forestry Division	646-3860

Web site	www.monterey.org
Suggestion Hotline (voicemail)	646-3799

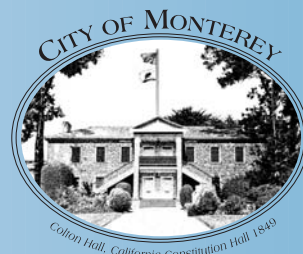
OTHER

California American Water	(800) 794-7350
County Assessor’s Office	647-7719
County Health Department	647-7650
Monterey City Disposal Services	372-7977
Monterey Peninsula Unified School District	645-1200
Monterey Peninsula Water Pollution Control Agency (sewer service)	372-3367
Pacific Gas & Electric	(800) 743-5000
Water Management District	658-5601

Rev. 02/05

City of Monterey

Citizen’s Guide
to
Residential
Ordinances



Your guide to key City ordinances
pertaining to residential property.
Inside, discover how you can
help keep your neighborhood
safe and beautiful.

www.monterey.org | City TV cable Ch. 25

CITIZEN’S GUIDE TO RESIDENTIAL ORDINANCES

This guide is designed to help the citizens of Monterey better understand the City’s codes and requirements that relate to residential property owners. Learning about and understanding the codes can help foster and preserve a safe, healthy and attractive neighborhood environment.

Here we list various categories regulated by the City Code. We hope you will read each one and become familiar with the standards and regulations. If you have any questions after reading this material, check with one of the departments or divisions referenced at the end of each category. Telephone numbers are listed on the back panel.

There are many ordinances/codes in Monterey that affect residential property. Most of these have been enacted to protect and preserve the basic character and quality of life of our residential neighborhoods. These ordinances/codes address community issues, solve problems and manage nuisances. The City also has an interest in ensuring that businesses do not operate where they are obviously inconsistent with the residential character of a neighborhood.

If you have comments or suggestions regarding these or other City issues, send them anytime via the Web or Suggestion Hotline voicemail box listed on the back panel. Thank you for sharing our interest in making Monterey a special, vital and beautiful neighborhood community.

Copies of the City Code are available online or from the City Clerk’s Office at City Hall, corner of Pacific and Madison streets.

City of Monterey • City Hall
Monterey • CA 93940
www.monterey.org • City TV cable Ch. 25

ANIMAL CONTROL

- Animals running at large are prohibited.
- Dogs must be on a leash throughout the City, as well as on the beach.
- Owners are responsible for the removal and disposal of their animal’s waste.
- It is mandatory for dogs older than four months to be licensed.
- There is a limit of three animals/pets per household without a pet permit.
- Owners must maintain the area where animals are kept in such a way as to be relatively free of animal waste odor.
- Owners shall not allow animals to disturb any person by barking or howling.
- The City will not trap wild animals.

(POLICE DEPT. ANIMAL CONTROL DIVISION)

BUILDINGS/STRUCTURES

No building or structure regulated by the Building Codes shall be erected, constructed, enlarged, altered, repaired, moved, improved, converted or demolished unless a separate permit for each building or structure has first been obtained. Review the PERMITS section for more details. *Please note: Check with the Planning Division before starting any project as prior approval or permits may be necessary.*

(BUILDING SAFETY & INSPECTION DIVISION)

a. Permits are also required for:

- Reroofs and skylights
- Electrical (new service/wiring)
- Plumbing (water heaters/new piping)
- Mechanical (heating and cooling systems)
- Tent structures/awnings (over 120 square feet)
- Patio covers

(BUILDING SAFETY & INSPECTION DIVISION)

b. Permits MAY be required for:

- Windows
- Siding
- Platforms
- Retaining Walls
- Fences
- Awnings/tent structures
- Accessory structures under 120 square feet

(BUILDING SAFETY & INSPECTION DIVISION)

BUILDINGS/STRUCTURES continued

c. Building Permits are NOT required for:

- One-story detached structures less than 120 square feet
- Fences constructed 6 feet in height or less, except as noted in the FENCES section below.
- Movable cases and partitions
- Retaining walls less than 3 feet
- Platforms and walks not over 30 inches
- Pre-fab pools (5,000 gallons or less)

(BUILDING SAFETY & INSPECTION DIVISION)

DISPOSAL/WASTE SERVICES

Each occupant and/or owner of any premises shall obtain and maintain adequate disposal services FROM the City and/or its agents.

Collection containers shall be placed on the street on the day of collection. No person shall leave any residential container beyond 7:00 p.m. of the day of collection.

(SOLID WASTE MANAGEMENT DIVISION)

FENCES

Fences shall not exceed 6 feet in height without a variance permit and building permit. Fences shall not exceed 4 feet in height in any front/side yard setback without a variance permit. (PLANNING DIVISION)

HOME OCCUPATIONS/BUSINESS LICENSES

Home occupations are subject to regulations as set forth in the Zoning Ordinance. Home occupations are defined as limited business activity conducted in a residential unit that is incidental to the principal residential use. Planning Division review is required. (PLANNING DIVISION)

JUNK, TRASH AND DEBRIS

No owner, agent, lessee or other person occupying or having charge or control of any building, lot or premises shall permit weeds, rubbish, waste (including vomit or animal waste) or rubble to remain upon the premises, sidewalks, streets or alleys.

(PUBLIC WORKS DEPT., CODE ENFORCEMENT DIVISION)

LANDSCAPING AND WEED ABATEMENT

Weed abatement must be conducted annually to ensure that landscaping is maintained so that it does not create a fire hazard nor is dangerous to health, safety and welfare.

(PUBLIC WORKS DEPT., FIRE DEPT.)

PERMITS

ENCROACHMENT PERMITS

Permits are required for any type of structure placed upon public property. Encroachments may be either permanent (retaining walls, fences, etc.) or temporary (scaffolding, cranes, signage) in the public right-of-way. *Please note: Make sure to determine where your property line is before making any changes/additions.*

(PUBLIC WORKS DEPT.)

PLANNING PERMITS

The Planning Division regulates or governs the use of land and the placement of buildings within the different zones in the City. Variance and use permits may be required before construction or a new use may commence.

a. Definition of Accessory Uses and Structures:

Uses and structures which include garages, garden sheds, greenhouses, storage shelters and covered patios that are incidental to the principal permitted or conditionally permitted use of structures on the same site are allowed subject to certain requirements.

(PLANNING DIVISION)

b. Guest Houses:

Guest houses require a use permit/building permit. They are permanently constructed living quarters without kitchen or cooking facilities and are clearly subordinate and incidental to the main building. Guest houses shall not be separately rented or leased either by direct or indirect compensation. These can only be considered on lots greater than 8,000 square feet. (PLANNING DIVISION)

c. Secondary Units in Single-Family Zones:

Such units may only be allowed as legal *non-conforming* units if constructed and rented (proof required) prior to April of 1964. Review is required by Planning Division, Building Safety & Inspection Division and City Attorney’s Office.

(PLANNING DIVISION)

RESIDENTIAL PARKING PERMITS

In residential areas approved by the City Council, residential parking permits may be obtained by completing an application available from the Parking Division. Residents must provide written proof of residency (rental agreement, property tax bill or utility bill) and current DMV registration for each vehicle.

(PARKING DIVISION, POLICE DEPT. TRAFFIC DIVISION)

RESIDENTIAL PROPERTY INSPECTIONS

(Exterior Inspections Only)

Inspections require that a report be obtained through the Building Safety & Inspection Division prior to the close of escrow, transfer of title for sale or exchange of any residential property, on all single-family dwellings and apartment buildings.

(BUILDING SAFETY & INSPECTION DIVISION)

Your City – Your Community

Tips to care for your neighborhood

- review and follow City Codes
- put trash, debris, litter where they belong, in waste containers
- recycle where you live, work, visit
- reduce pollution in our Bay – don’t wash your car on a non-porous surface and don’t pour anything into the storm drain or gutter
- report graffiti immediately

Keep it Safe & Beautiful