



Prior to the close of escrow or transfer of title for sale or exchange of any residential real property, the owner of such property shall obtain from the City a Residential Property Inspection (RPI) report [City Code Section 38-223]. Upon application by the owner or his/her authorized agent, and subject to the payment of the fee required, the City shall review pertinent records, conduct an exterior inspection of the subject property, and deliver to the applicant a residential property inspection report. An interior inspection may be requested if an inspector has reason to believe that unpermitted work has occurred. See the City [Master Fee Schedule](#) for the current RPI fees.

When do I need a Sanitary Sewer Lateral Inspection Report?

EXEMPTIONS from sanitary sewer lateral inspection requirements:

1. If the sewer lateral has been **completely replaced** within the last 10 years *and* a permit is on file with the Building Division.
2. If the sewer lateral was inspected and found to be meeting City standards as required by Chapter 30 of the City Code within the prior one-year period from the date of the report.

To submit your application for a Residential Property Inspection Report, email the following items to gogreen@monterey.org:

1. **Sanitary Sewer Lateral Inspection Report** – completed and signed by a licensed plumber **OR** documentation that the sewer lateral inspection is not required. You will be contacted regarding payment of the associated fees, if any.
2. **This application**, signed by the owner or owner’s agent.

PROJECT INFORMATION			
Address			Date
			Assessor’s Parcel
APPLICANT/CONTACT INFORMATION			
Applicant			Email:
Company			License No.
Address			Phone
OWNER (SELLER) INFORMATION			
Owner			Email:
Address			Phone
APPLICANT SIGNATURE			

If any sewer line improvements are required for this property, permits shall be obtained from the Building Division **PRIOR** to any work taking place. This work must be completed prior to the close of escrow. Sewer line improvements include but are not limited to, full or partial sewer lateral line replacement, the installation of a Back-Water Valve (BWV), the installation of a cleanout/Sewer Relief Valve (SRV), a spot repair, or other similar work.