ONLINE e-PERMITTING GUIDELINES

PLANNING & BUILDING DEPARTMENT • COUNTY OF SAN LUIS OBISPO
976 OSOS STREET • ROOM 200 • SAN LUIS OBISPO • CALIFORNIA 93408 • (805) 781-5600

PLEASE NOTE: This online e-permitting system is only available to CA Licensed Contractors.
If you are an Owner or agent for an owner, you must come in to the counter and fill out an Owner-Builder Notice to Property Owner form required by the state.

This on-line e-permit system only works in the unincorporated areas of the San Luis Obispo County in zones classified **RMF**, **RR**, **RS**, and **RSF**. To see what your property is zoned go to http://www.sloplanning.org/PermitViewMap/MapSearch

First, input your address or Assessor Parcel Number and once you are at the correct property go to the right part of the page and click on "***Layers***", then "***Boundaries and Land Use***", then the "***Land Use***" subfolder, and finally "***Land Use Outlines***". The zoning designation should appear on the property. If your property is not in one of the zones above, you will need to come in to the counter to apply for a permit.

From PermitView, click on the "**Apply**" tab on the top right of the page, register or log into the system, and you will see the permits available online. You cannot combine permits; each one must be purchased separately. Only two e-Permits can be taken out at one time. Please prepare a floor plan and come into the counter with a complete scope of work if you need more than two.

E-Permit Process

1. Select your permit type.
2. Describe the scope of work of your project.
3. The system will start your permit.
4. The system will prompt you for the APN or address of the property.
5. Search.
6. Highlight what it finds – pick your address.
7. Insert driving directions. Be very thorough – if the inspector cannot find your property, your inspection will be canceled.
8. Choose from the Valuation menu the estimated valuation of the project- High, Med or Low. Please be accurate - fees do not depend on this.
9. Your fees will be calculated.
10. Make Declaration.
11. Make Inspection Declaration.
12. Pay your fees.
13. The system will give you a permit number (PMT20xx-xxxxx). Print this out for your records.
14. To schedule an inspection, you can click the "**Inspection**" tab at the top of PermitView, or you can call 805-788-2076.

**Note: E-Permits are not allowed on parcels with the following flags:
Parcel Annexed By City
Bio-Solids Site
Bluff-Top Review Area
Enforcement Case in Process
FAA Height Restrictions Apply
Apparent Illegal Lot
Road Fees Apply

Permit Fees

Repair Type	e-Permit	Over the Counter
Interior Drain Repair	$113	$221
Exterior Sewer Lateral Repair	$113	$221
Water Heater Replacement	$113	$201
Water Piping Repair or Replacement	$113	$221
Electrical Panel Replacement (200 Amps Max)	$247	$355
Forced Air Heating/Air Conditioning Unit Replacement	$113	$201
Add or Repair Lighting, Switches, and Receptacles	$180	$288
Finish Repair, Residing, Plastering, for Interior and Exterior Walls	$180	$335
Residential Solar/Photovoltaic (2 strings max)	$247	n/a
Los Osos New Sewer Lateral and Septic Abandon	$180	$269
Los Osos Convert Abandoned Septic Tank to Rainwater Catchment	$0	$0