



Frequently Asked Planning Questions

1. What zone is my property located in?

To find the zone your property is located in, you can search for your property by address or Assessor's Parcel Number on pgparcel.net. This website will also give you historic information, lot size, floor area, number of units, and much more information!

2. What are the setbacks required on my property?

The setbacks for all properties vary depending on the zone. See question #1 to find your zone and use the table below to determine your required setback yards.

Zone	Front Setback	Rear Setback	Side Setback
R-1	15 feet	10 feet	10% of site width
R-1-B	20 feet	20% of lot depth	10% of lot width
R-2	15 feet	10 feet	10% of lot width
R-2-B-3	20 feet	20% of lot depth	10% of lot width
R-3, R-4, R-1-H, & R-3-P.G.B.	12 feet	1 Story: 5 feet 2 Story: 8 feet	10% of lot width
R-3-P.G.R.	8 feet	1 Story: 5 feet 2 Story: 8 feet	10% of lot width

*Additional requirements may apply for corner lots and through lots.

3. How can I find out if my property is historic?

To find the age of your property or to see if it is listed on the Historic Resources Inventory, you can search for your property by address or Assessor's Parcel Number on pgparcel.net.

If your property is historic, additional restrictions may apply and you may need to hire a historic consultant to review your project. If your property is over 50 years old, an Initial Historic Screening is most likely required prior to project submittal.

4. What is the height limit for my structure?

In the R-1, R-1-H, and the R-3-P.G.B., the height limit is 25 feet and limited to two stories. In the R-2, R-2-B-3, R-3, and R-4 zones the height limit is 30 feet.

5. Can I put a shed on my site?

Yes, the City allows non-habitable accessory structures on sites. You can have up to 3 accessory structures without the need of a use permit. See out **Accessory Structures Handout** for more information.

6. How do I know if I need a planning or building permit?

Anytime you are changing the exterior of a building, you need a planning permit. This includes window changes, siding changes, roofing material changes, and even changes to paving coverage. A planning permit is not required for interior improvements (kitchen or bathroom remodels, electrical work, etc.).

A building permit is required for almost all projects, both interior and exterior. You can contact the building department at 831-648-3191 to discuss building permit requirements.

The planning permit should be obtained prior to applying for a building permit.

7. Do I need a permit to change my windows?

Yes, the City requires window permits for all window changes. Check the **Residential Window Guidelines** to get more information about the allowable materials for window changes. Different guidelines apply to historic and non-historic homes.

8. Do I need a permit to build a fence?

In most cases, you do not need a permit for fences. See the **Fences** handout for more information regarding fence restrictions. If your property is located within the R-1-B-4, a Coastal Development Permit from the California Coastal Commission is required.

9. How can I find out about adding another bathroom in my home?

To find out the number of credits available for a particular property, contact the Monterey Peninsula Water Management District at (831) 658-5600 or at 5 Harris Ct. #G, Monterey, CA. If your property currently has one bathroom, you may be eligible to use the Water Management Districts Ordinance 98 to obtain a second restroom. Contact them directly for more information.

10. How long does it take to get a planning permit? Once I receive a permit, can I start work?

It may take up to 30-days for planners to review your submittal. If your project is determined complete, the planners will either approve the application at the staff level, or schedule the item for a public hearing. If your project is incomplete or requires corrections, a planner will return a Notice of Incomplete Application with the required information. If the project cannot be approved at the staff level, it may take an addition 30-90 days for the project to get through the public hearing process.

11. How can I talk to a planner or a building inspector?

The planning and building counters are open for questions Monday – Thursday from 8am-12pm for planning and building questions. The office is open for property file review on Monday – Thursday from 8am-12pm and 1pm-4:30pm. The Community and Economic Development Department is located on the 2nd floor of the City Hall at 300 Forest Ave., Pacific Grove. The planning and building office is closed to the public all day on Fridays.