



City of Camarillo
Building and Safety Department
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Camarillo, California 93010
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Andre Sanchez Jr.

INSTRUCTIONS TO USE CAA-PERMITS ONLINE

THE APPLICATION FORM MUST BE COMPLETED ENTIRELY AND LEGIBLY INCLUDING ALL EXPIRATION DATES AND REMARKS.

Licensed contractors and homeowners, will be able to obtain permits via-internet using the CAA-ONLINE permit system. The following applications will be accepted:

1. Replacement of water heaters (NO RELOCATIONS) (\$30.00 per permit)
2. Replacement of electrical services (residential only) up to 200 amp. (\$36.75 per permit)
3. Re-roofing up to 45 squares with Composition Shingles, Residential only. Please note, Planning Department approval will be required prior to issuance of permit. For commercial projects please call our office. If installing plywood please indicate in "Job Description". No tile roof of any kind will be accepted via-internet. (\$68.75)
4. At this time we are NOT accepting applications via-fax.

Building and Safety staff will process the application and E-MAIL it with the amount due the same day, or within 24 hours, within the working week. The contractor/owner will then mail a check for the fees, made payable to the "City of Camarillo" along with the original permit signed, dated and a stamped, self-address envelope. The permit fees must be received within 5 days and before an inspection will be done. Failing to pay the necessary fees will result in discarding the application for permit.

Building and Safety will perform inspections and will leave signed "Inspection Record" on property or correction notice, if corrections are required.

Please remember **an application submittal does not constitute authorization to work.**