



CITY OF WEST COVINA - Building Division
Incorporated 1923 1444 W. Garvey - (626) 939-8425

BUILDING PERMIT REQUIRED

WCMC Chapter 7 & CBC §105.2 & CRC §R105.2 - No building or structure regulated by this code shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished unless a separate permit for each building or structure has first been obtained.

WORK EXEMPT FROM PERMIT: A building permit is not required for the following:

1. One story detached accessory buildings used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet and not over 7 feet high. Accessory buildings shall be considered detached if separated from other buildings by 5 feet. *
2. Fences not over 6 feet high. *
3. Movable cases, counters and partitions not over 5 feet 9 inches high and not blocking accessibility or exits.
4. Sidewalks and driveways.
5. Painting, papering, floor covering, cabinet and counter work and similar finish work.
6. Window awnings supported by an exterior wall when projecting not more than 54 inches. *
7. Prefabricated swimming pools and less than 24" deep. Pool fencing and enclosures are required. Plumbing and electrical permits are also required. *
8. Replacing a garage door, same size and location.
9. Decks not exceeding 200 sq. ft. in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling and do not serve the exit door required by Sec. R311.1.

Separate plumbing, electrical, and mechanical permits may still be required for the above exempted items.

Exemption for the permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction.

COMMON EXAMPLES OF WORK THAT DOES REQUIRE A PERMIT:

1. New or change out of windows and sliding glass doors or a new door & frame.
2. Decks over 30" high above adjacent grade. *
3. Patios, gazebos, and cabanas. *
4. Remodeling involving any change in floor plan such as walls, partitions and etc.
5. Re-roofing and/or adding a skylight.
6. New or larger driveway approach. (Engineering Permit.) *
7. Converting a garage to habitable space. *
8. Change of use such as: Convert den to bedroom.
9. Photovoltaic Solar Panels

***(VERIFY IF PLANNING DEPARTMENT APPROVAL IS REQUIRED. OTHER REQUIREMENTS AND RESTRICTIONS MAY APPLY. ROOM #208 PHONE NUMBER (626) 939-8422.)**