

Community Development Department

BUILDING DIVISION



West Covina's Building Division has transitioned from in-house staff to consultants. Below, please find information regarding the building permit process and additional information.



Regular Counter Hours:

Monday - Thursday: 7:30 am - 5:30 pm

Over-the-Counter Hours with the Building Official:

Monday to Thursday: 7:30 am - 12:00 pm



Permit Turnaround Period:

Standard Plan Check: 10-15 Business Days

Subsequent & Resubmitted Plan Check: 5-10 Business Days

Expedited: 5-7 Business Days

Expedited Fee: An additional 50% of the Permit Fee

Schedule an Inspection:

Contact the Building Division at 626-939-8425

Turnaround time for Scheduling Inspection: 24 hrs



Tony Weimholt, Building Official

Daren Raskin, Deputy Building Official

Christine Lee, Construction Permit Specialist

Sherry Sinclair, Construction Permit Specialist

Allen Cook, Building Inspector

Dan Charboneau, Building Inspector

tweimholt@westcovina.org

draskin@westcovina.org

slee@westcovina.org

ssinclair@westcovina.org

acook@westcovina.org

dcharboneau@westcovina.org



Where do you pay for your permits?

- For cash or checks, payments can be done over-the-counter
- For credit cards*, payments must be done at the Finance Department, room 308.

*Please note that there will be a 2% charge for credit card payments. There will be 2 transactions; 1 for the permit fee and the other transaction for the 2% charge.



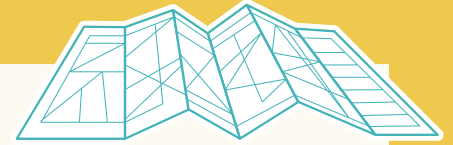
While City Hall is closed on Fridays, you can still schedule an inspection for Fridays.

For more information, including building permit forms, please visit www.westcovina.org



Community Development Department

ENGINEERING DIVISION



West Covina's Engineering Division has transitioned from in-house staff to consultants. Below, please find information regarding the engineering permit process and additional information.



Regular Counter Hours:
Monday - Thursday: 10:00 am to 12:00 pm
Over-the-Counter Hours with the City Engineer
By Appointment



Plan Review Turnaround: 10-20 Business Days
Schedule an Inspection:
Contact the Engineering Division at 626-939-8425



Michael Ackerman, City Engineer	mackerman@westcovina.org
Ricardo Sanchez, Public Works Inspector	rsanchez@westcovina.org
Miguel Hernandez, Public Works Projects Supervisor	mhernandez@westcovina.org
Jana Robbins, Traffic Planner/Engineer	jrobbins@westcovina.org



Where do you pay for your permits?

- For cash or checks, payments can be done over-the-counter
- For credit cards*, payments must be done at the Finance Department, room 308.

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Reach out to the Engineering Division for inquiries regarding the following:

- Existing Infrastructure (Street Plan, Storm Drain, Sewer)
- Other (Subdivision Map and Center-Line Ties)

Turnaround time for response regarding engineering questions is generally up to 10 business days.

While City Hall is closed on Fridays, you can still schedule an inspection for Fridays.

For more information, including engineering permit forms, please visit www.westcovina.org

