



1515 Sixth St. Coachella, CA 92236

• Phone (760) 398-3002 • FAX (760) 398-1630 •

BUILDING DEPARTMENT INFORMATION

- Building Department opens Monday through Friday 7:30 a.m. - 5:30 p.m.
- No Construction on Sundays and Holidays (New Years, Memorial Day, 4th July, Labor Day, Thanksgiving, Christmas)
- Work hours are 7:00 a.m. to 6:00 p.m., Monday - Saturday. No special permit required.
- **CODES FOR ALL PLANS:** 2007 CALIFORNIA BUILDING, PLUMBING, MECHANICAL, ELECTRICAL CODES.
- **CALCS FOR ALL PLANS:** 2 SETS: ENERGY, CLIMATE ZONE 15; STRUCTURAL, 85 MPH WIND SPEED.
- 2 SETS OF TRUSS CALCULATIONS (IF APPLICABLE) WITH LETTER OF APPROVAL FROM ENGINEER. OF RECORD.

COMMERCIAL PLANS: SUBMIT 2 WET-SIGNED SETS: ARCHITECTURAL, MECHANICAL, ELECTRIC, PLUMBING, & STRUCTURAL SHEETS; 2 ADDITIONAL SETS TO COUNTY FIRE DEPARTMENT & HEALTH DEPARTMENT (IF APPLICABLE); 1 SET TO CITY OF COACHELLA ENVIRONMENTAL COMPLIANCE MANAGER; 2 SETS OF TRUSS CALCULATIONS (IF APPLICABLE) WITH LETTER OF APPROVAL FROM ENGINEER OF RECORD. PLEASE SUBMIT 1 ASSESSOR SET TO INCLUDE COVER SHEET, FLOOR PLAN & SITE PLAN. GEOTECHNICAL INVESTIGATION INCLUDING GROUND MOTION HAZARD ANALYSIS IN ACCORDANCE WITH ASCE 21.2.

RESIDENTIAL PLANS: SUBMIT 2 WET-SIGNED SETS: ARCHITECTURAL, MECHANICAL, ELECTRIC, PLUMBING, STRUCTURAL SHEETS; 2 SETS OF TRUSS CALCULATIONS (IF APPLICABLE) WITH LETTER OF APPROVAL FROM ENGINEER OF RECORD. PLEASE SUBMIT 1 ASSESSOR SET TO INCLUDE COVER SHEET, FLOOR PLAN & SITE PLAN. GEOTECHNICAL INVESTIGATION INCLUDING GROUND MOTION HAZARD ANALYSIS IN ACCORDANCE WITH ASCE 21.2.

- **SEPARATE BUILDING PERMITS NECESSARY FOR:**
POOL AND SPA, BLOCK WALLS AND RETAINING WALLS

- **UTILITY / AGENCY CONTACT NUMBERS:**

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| Imperial Irrigation (Electric) | 760-398-5830 – 81-600 Ave. 58 La Quinta, CA |
| Southern California Gas | 800-427-2200 |
| Verizon. (Phone) | 800-483-4000 - Residential New Service 800-483-5000 - Business New Service |
| Coachella Water Authority | 760-398-2702 |
| Coachella Sanitary District | 760-398-5744 |
| Valley Sanitary District | 760-347-2356 - 45500 Van Buren St. Indio, CA |
| Riverside County Health Department | 760-320-1048 (Public Pools/Food) – 554 S. Paseo Dorotea – Palm Springs |
| Riverside County Fire | 760-863-8886 – 77933 Las Montanas Rd. Ste. 201-Palm Desert |
| Waste Management | 760-340-2113 |
| Time Warner Cable | 760-340-2225 |
| Riverside County Sheriff Department | 760-836-1600- 73520 Fred Waring Dr. |

- **ATTENTION CONTRACTORS; You Must Be Prepared With:**

- ☐ Proof of Contractor's License
- ☐ Current City Business License & Worker's Compensation (Have name of Carrier & Policy available, unless you sign exempt.)
- ☐ If your agent or employee is obtaining the permit(s), you must furnish the City with a **notarized** letter naming those allowed to obtain permits for your business.

- **ATTENTION PROPERTY OWNERS:**

If anyone other than you or your contractor is obtaining the permits, you must furnish the City with a **notarized** letter naming the agent(s) allowed to obtain permits for your property.