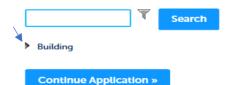


CITY OF RANCHO CUCAMONGA

www.cityofrc.us/onlinepermitcenter

- **STEP 1:** Click **Register for an Account** (follow the prompts);
- **STEP 2:** When finished registering Login to your account;
- STEP 3: Click the Building and Safety tab;
- **STEP 4:** Click **Create an Application** located directly under the building and safety tab (follow the prompts).



- Alternate Methods
- Commercial Miscellaneous
- Commercial New Construction
- Commercial Septic Permit
- Commercial Trad MEP Permit
- Fire Alarm
- Fire Fixed Suppression
- Fire Protection Plan
- Fire Sprinkler Monitoring
- Fire Sprinkler New Construction
- **o** Fire Sprinkler New Residential
- Fire Sprinkler Tenant Improvement
- Fuel Dispensing System
- Hazardous Material
- High Pile Storage
- Mobile Home (Miscellaneous)
- Mobile Home (New/Re-install)
- **o** No Plan Check Required Permit
- Private Underground Fire Service
- Residential Solar/Photovoltaic
- Residential Electrical Permit
- **o** Residential Mechanical Permit
- Residential Miscellaneous
- Residential New Construction
- Residential OWTS Septic
- Residential Plumbing Permit
- Tenant Improvement

JOB ADDRESS TIP:WHEN ENTERING THE JOBADDRESS, ENTER ONLY THE ADDRESS NUMBER ANDNOTHING ELSE ON THAT SCREEN, THEN CLICK SEARCH

PERMIT APPLICATIONS ARE REQUIRED TO BE FILLED OUT ELECTRONICALLY. COMPUTERS IN OUR ROTUNDA ARE PROVIDED FOR YOUR CONVENIENCE – PLEASE USE THIS INFORMATION SHEET AND/OR CITY STAFF TO ASSIST YOU

Building and Safety Staff Contacts: Jennifer Quan – <u>jennifer.quan@cityofrc.us</u> Pamela Wilkerson – <u>pamela.wilkerson@cityofrc.us</u> Ricardo Jacquez – <u>ricardo.jacquez@cityofrc.us</u> General Information – <u>buildingandsafety@cityofrc.us</u>

A No Plan Check Required Permit include only electric service panel upgrade, condenser, forced air unit, HVAC <u>replacement only</u>, water heater and tankless water heater (these types of permits can be processed and issued **100%** online including payment from your office/home computer without having to make contact and/or come into the Building and Safety Services Department).