

Building Permit Information for Orange County Cities

(Your planning materials must be in order before applying for a building permit)

City	Address	Phone Number	Office/Counter Hours
Aliso Viejo Coto de Caza Dove Canyon Foothill Ranch Rancho Santa Margarita	County of Orange 300 North Flower St. Santa Ana, CA 92703	Building and Safety Permits 714/834-2626 (Call for appointment!)	8:00am - 3:30pm, Monday - Friday
Dana Point	Dana Point City Hall 33282 Golden Lantern Dana Point, CA 92629	Building Department (Construction/Inspection) Jim Lawrence - 949/248-3590 bogan@danapoint.org	8:00am - 11:00am (Monday - Friday)
Laguna Hills	Laguna Hills City Hall 25201 Paseo de Alicia, Suite 150 Laguna Hills, CA 92653	Building Department (Construction/Inspection) David Janssen - 949/707-2661	1:00pm - 5:00pm (Monday - Friday)
Mission Viejo	Mission Viejo City Hall 25909 Pala Drive Mission Viejo, CA 92691	Building Department Ty Hall - 949/470-3054	8:00am - 12:00pm , 1:00pm - 4:00pm (Monday - Friday)



Noteworthy Property Inspections

Tel: 877-207-6924 / 949-682-4051

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City	Address	Phone Number	Office/Counter Hours
San Clemente	Building Division 910 Calle Negocio, Suite 100 San Clemente, CA 92673	Staff Contacts Edward Louie - 361-6171 - Plan Check Engineer Helen Del Grosso - 361-6163 - Senior Customer Service Specialist/Permit Technician Jim Waters - 361-6169 - Building Inspector Permit and Plan Check Technician E-Mail: Building@san-clemente.org	M-F 8:00am - 12:00pm, 1:00pm - 3:00pm. (Office closed alternating Fridays) (Simple plan checks can be performed over the counter in the morning hours only)
San Juan Capistrano	San Juan Capistrano City Hall 32400 Paseo Adelanto San Juan Capistrano, CA 92675	Building Department Cathy Gronau - 949/443-6345	8:00am - 12:00pm, 1:00pm - 4:00pm (Monday - Friday)



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