



## BUILDING SAFETY DIVISION

### How to Request a Building Inspection in the City of Eastvale

A building inspection may be requested by 3:00 p.m. on the working day **before** the anticipated inspection. Since City Hall is not open on Fridays, the working day before Monday is Thursday by 3:00 p.m. City Hall is open Monday – Thursday from 7:30 a.m. – 5:30 p.m. City Hall is closed Fridays.

Inspection requested on Thursdays before 3:00 p.m. will be scheduled for the following Monday (except holidays). If that request is received after 3:00 p.m. on a Thursday, the inspection will be scheduled for the following Tuesday.

Inspections may be requested at [inspections@eastvaleca.gov](mailto:inspections@eastvaleca.gov). Requests must contain the following information:

1. Permit number.
2. Project address. (Street number and name)
3. Type of inspection.
4. Requested inspection date.

Inspections will be in the morning from **8:00 a.m. - noon** or during the afternoon **1:00 p.m. - 4:00 p.m.**

### Daily Inspection Schedule

A “Daily Inspection Schedule” will be posted Monday – Thursday by 7:00 a.m. each day on the Building page of the City’s website at: [www.eastvaleca.gov/city-hall/building-construction](http://www.eastvaleca.gov/city-hall/building-construction).

Please refer to the “Daily Inspection Schedule” to confirm your inspection is scheduled and the approximate time the inspector will be on the jobsite. The schedule will indicate “A.M.” or “P.M.” for each inspection.

For questions, please email the Building and Safety Department at [tsteenson@eastvaleca.gov](mailto:tsteenson@eastvaleca.gov).