city of Corona
Building Division

"Over the Counter" Electronic Plan Submittal Requirements

Below is a list of common over the counter permit types. If you do not see a permit type for your project, select "Building Eplan Submittal" as a permit type and a Building Division representative will reach out to you for further direction.

Permits requiring site plans:

Block Walls[1]
Retaining Walls[1]
Fences
Patio Covers[1]
AC Condenser Change-outs[2 3]
Dual-Sweep Clean-out[2]
Temporary Power Poles

Permits requiring floor plans:

Window or Door Change-Out[2 3]
Bathroom Remodel[2]
Kitchen Remodel[2]
Adding electrical outlets
Adding can lighting[3]

Permits requiring additional plans:

Residential Pool & Spas
Residential Re-pipe
Signs[3]
Residential Rewire

Application only permits:

Water Heater Change-outs[2 3]
Panel Upgrade[2]
Reroof (if like-for-like)[3]
FAU Change-out (interior of home only)[2 3]
Meter Reset

Please Note: This list is not all inclusive. Please contact the Building Division should you require additional assistance. Be sure to review the notations below. Some permits above require further documentation upon submittal.

- **Phone Number:** 951-736-2250
- **Email:** BuildingPlanCheck@CoronaCA.gov
- **Website:** https://www.coronaca.gov/government/departments divisions/ building-division
- **Sample Site Plan:** https://www.coronaca.gov/home/showdocument? id=102
- **City Standards:** https://www.coronaca.gov/government/departments-divisions/building-division/construction-standards

1: Only if using the City Standard. See "Construction Standards" on our website for further information.
2: Remove/Replace same location only.
3: Requires State of California Energy Commission Forms. Visit www.energy.ca.gov for more information.