



**DEPARTMENT OF PLANNING & BUILDING**  
**250 FRANK H. OWAGA PLAZA. SECOND FLOOR. OAKLAND CA. 94612**

**PERMIT CENTER AND INSPECTION COUNTER HOURS**

Effective May 1<sup>st</sup>, 2019 the Planning and Building Department will be implementing new customer service hours, they will be as follows:

**PERMIT CENTER HOURS**

**Zoning and Building Permits:**

Last new number tickets issued at **3:15PM**

**Records Requests and Engineer of the Day:**

Last new number tickets issued at **3:30PM**

**Transfers from Zoning Counter to Building Counter:**

The last number transfers from Zoning to Building are at **3:30PM**

**Information Station:**

Planning and Building counter staff are available **until 4PM** to assist customers with answering basic questions, providing handouts/forms/documents, or to schedule future appointments.

**Complex Reviews:** (DS Permits, DRX Permits, Building Plan checks submittals).

No documents will be accepted or processed unless a number ticket was issued prior to the cutoff times noted above.

**INSPECTIONS COUNTER HOURS:**

Questions regarding a Correction Notice or Violation Notice should first be addressed by the Inspector, prior to contacting a Senior Inspector or Supervisor.

	<b>Monday and Tuesday</b>	<b>Wednesday</b>	<b>Thursday and Friday</b>
<b>Permit Inspectors</b>	8:00A-9:00A	Not Available	8:00A-9:00A
<b>Senior Inspectors and Supervisors</b>	8:00A-12:00P	10:00A-12:00P	8:00A-12:00P
<b>Plan Check Engineers</b>	8:00A-12:00P	10:00A-12:00P	8:00A-12:00P

**All other times not listed, require an appointment (Scan QR CODE with smartphone for direct access)**

<b>Permit Inspectors</b>	<b>Email Inspector Directly</b>		<a href="#">Scan code for Directory</a>
<b>Senior Inspectors and Supervisors</b>	Email: <a href="mailto:inspectioninfo@oaklandca.gov">inspectioninfo@oaklandca.gov</a>		<a href="#">Scan code to email</a>
<b>Plan Check Engineers</b>	Email: <a href="mailto:buildingplancheckinfo@oaklandca.gov">buildingplancheckinfo@oaklandca.gov</a>		<a href="#">Scan code to email</a>