

Procedure for Obtaining Copies of Building Permits for your Property



Copies of all building permits **“issued on or after”** July 1, 1990 can be obtained at the City of Yucaipa Building & Safety office (through the public records request process). Copies of building permits **“issued prior to”** July 1, 1990 can be obtained by the following procedure:

1. Obtain a copy of your building record from the county Assessors office. This record will include a list of all structural building permit numbers. When obtaining your building records, you will need to bring your Assessors Parcel Number (APN). You can get your APN from your Tax Bill or from the Grant Deed to your property. Copies of Building Records are only given to the property owners.

San Bernardino County Assessors Office
172 West 3rd Street
San Bernardino, CA 92320

Phone: (909) 387-8307

2. Take your copy of the assessors record (which should have a list of structural building permit numbers) to San Bernardino County Building & Safety’s main office and obtain a copy of all structural and non-structural building permits for your property.

San Bernardino County Building and Safety
385 N. Arrowhead
San Bernardino, CA 92320

Phone: (909) 387-8311

3. Bring copies of Assessors records and building permits to the City of Yucaipa Building and Safety Department for review.

City of Yucaipa
34272 Yucaipa Blvd.
Yucaipa, CA 92399

Phone: (909) 797-2489 Ext. 225