



CODE COMPLIANCE: CORONAVIRUS UPDATES

Department of Public Works
Code Compliance Division

8300 Santa Monica Boulevard
West Hollywood, CA 90069

Code Enforcement: (323) 848-6516

Admin Office: (323) 848-6375

code@weho.org

Code Compliance Division: Operations & Response

City Hall is currently closed to the public. All administrative staff are working remotely and can be reached by email or phone. Code Enforcement Officers are maintaining on-duty field hours. Please see the Division Staff schedule below:

Administrative Hours:	Monday through Thursday	8:00 a.m. – 6:00 p.m.
	Friday	8:00 a.m. – 5:00 p.m.
	Saturday and Sunday	Closed

Code Enforcement Hours:	Monday through Thursday	7:00 a.m. – 12:00 a.m.
	Thursday through Sunday	7:00 a.m. – 3:00 a.m.

The most effective way to report your concern, issue, or question is by submitting an online service request. Online service requests will be forwarded to all City Staff and you will receive a follow-up call within 24 hours.

[Click Here to Submit a Service Request](#)

You may also submit a service request to Code Enforcement by phone at **(323) 848-6516**. Please leave a detailed voicemail with your *contact information, location of the property where the issue is occurring, and the alleged violation.*

For all other inquiries, please contact the Administration Office at **(323) 848-6375**.

Construction

In compliance with the California Governor's Executive Order N-33-20 issued on March 19, 2020, and the Los Angeles County Department of Public Health "Safer at Home" Order revised on March 21, 2020, all construction of commercial, office and institutional buildings, and residential housing are allowed.

Additionally, the City of West Hollywood City Manager and Director of Emergency Services, Paul Arevalo, issued a third **Emergency Executive Order (2020-3)** on Thursday, May 14, 2020, which prohibits construction noise after 5:00 p.m. until 8:00 a.m. All construction sites must adhere to the following:

Normal Construction Hours: Monday through Friday 8:00 a.m. to 5:00 p.m.
Saturday (*Interior Only*) 8:00 a.m. to 5:00 p.m.

Construction is Prohibited: All Day Sunday
Construction Holidays
Anytime Between 5:00 p.m. and 8:00 a.m.

In addition, maintenance services provided by plumbers, electricians, exterminators, custodial/janitorial workers, handyman services, moving services, HVAC installers, carpenters, landscape and construction workers, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of construction sites and projects and housing are allowed to operate. Information regarding both orders can be obtained from the link(s) below:

[Construction Site Workers: Protect Yourself and Others from Novel Coronavirus](#)

[LA County Department of Public Health: Guidelines for Construction Sites](#)

[City of West Hollywood COVID 19 Third Emergency Executive Order \(2020-3\)](#)

If you suspect a construction violation regarding the Executive Order above, please submit a service request to Code Enforcement at **(323) 848-6516**.

For general questions or additional information, please contact the Administration Office at **(323) 848-6375**.

Extended Hours Construction Permits

Extended Hours Construction Permit Applications can be downloaded and completed using the link below:

[Extended Hours Construction Permit Application](#)

After completing an application, please submit it by email at code@weho.org.

Code Compliance administrative staff will communicate with the applicant via email and phone regarding next steps, corrections, invoicing and payment. Please note, submitting an application **does not** guarantee approval. All applications must be submitted at least three business days prior to the work start date.

If you have any questions, please contact Administration Office at **(323) 848-6375**.

Business Licensing

Code Compliance Administration is still accepting new Business License Applications online.

Applications can be downloaded from our Business Licensing [webpage](#). Please note, applications vary based on business type and the City of West Hollywood requires only 34 business types to apply for a license. [Click here](#) to see if this applies to your business.

After completing an application, please submit it by email at code@weho.org.

Code Compliance administrative staff will communicate with the applicant via email and phone regarding next steps, corrections, invoicing and payment.

If you have any questions, please contact Administration Office at **(323) 848-6375**.

Business License Renewals

Business License Renewals have been deferred until December 31, 2020. Businesses have until this date to pay for the renewal license without any penalties being applied.

If you have any questions, please contact Danny Rivas, Code Compliance Manager, at **(323) 848-6424**.

Outdoor Dining, Valet Meter, & Valet Sign Encroachment Permit Renewals

Outdoor Dining, Valet Meter, And Valet Sign Encroachment Permit Renewals have been deferred until December 31, 2020. Businesses have until this date to pay for the renewal permit without any penalties being applied.

If you have any questions, please contact Administration Office at **(323) 848-6375**.

Special Events on Commercial Property

All non-essential events and meetings, including City-sponsored events, City co-sponsored events, and City-funded events, as well as any events or filming that require a permit are to be postponed or cancelled.

Gatherings of individuals who are at risk for severe illness from novel coronavirus, such as seniors and people with immunodeficiency or autoimmune disorders, should be limited to no more than 10 people (examples include people at senior centers, assisted living facilities, multi-unit housing buildings, and support groups for people with underlying medical conditions).

For more information regarding the County Health Order please see the link(s) below:

[Safer at Home and Community Order](#)

If you have any questions, please contact Administration Office at **(323) 848-6375**.

West Hollywood Information & Updates

<https://www.weho.org/city-government/emergency-information>

LA County Coronavirus Information & Updates

<http://www.publichealth.lacounty.gov/media/Coronavirus/>

<https://covid19.ca.gov/stay-home-except-for-essential-needs/>