

# Licensed Contractors Trade Email Permit Program

El Dorado County has implemented an Email Permit Program for appropriately licensed contractors. This program is for processing residential and commercial permit applications in an expedited manner and to comply with the El Dorado County Public Health Officer directive restricting activities in response to COVID-19 Outbreak and the State of California Executive Department Executive Order N-33-20 as a result of the threat of COVID-19. The program is limited to projects that do not require submittal of detailed plans and specifications and subsequent review by Building and Planning.

**The Email Permit Program is limited to the following types of permits:**

- **Residential Electrical**
  - Service Panel
  - Subpanel
  - Alteration/Repair
  - Replace Service Panel
  - Replace Subpanel
  - Electric Vehicle Charging Station
- **Re-roofs:**
  - Remove/Replace
  - Partial
  - Overlay
- **Residential replacement of existing mechanical equipment such as:**
  - Electric HVAC
  - Gas HVAC
  - Duct
  - Furnace
  - Replace A/C Coil & Condenser
  - Whole House Fan
  - Alteration/Repair
  - Wall Heaters
- **Residential replacement of plumbing systems:**
  - Alteration/Repair
  - Water Heater Electric
  - Water Heater Gas
  - Re-Pipe
- **Residential Installation of additional gas appliances\*** (where gas is already supplied to dwelling):
  - Furnaces, stoves, fireplaces, wall heaters, water heaters, etc.

\*Note: Installation of new gas appliances requires the following documentation:

- A spec sheet on new gas appliance
- Gas piping schematic of existing gas piping system, new piping, meter size (if natural gas) pipe sizes, lengths and new/existing gas appliances with Btu/hr.

## **\*Requirements to participate in this program:**

- Appropriate California licensed contractor
- Current El Dorado County Business license  
Registered eTrakit user <https://edc-trk.aspgov.com/etrakit>
- Official El Dorado County Building permit application filled out in its entirety found under forms on Building Services Hub.
- Permit supporting documents
- Email application and supporting documents, email to: [epermit@edcgov.us](mailto:epermit@edcgov.us) add Project address to the subject line.

If you have any questions, please call the main Building Services line at 530-621-5315.

\*By using this program you agree to abide to the guidelines as outlined throughout. Failure to abide by these guidelines will result in the rejection of your application and/or permit. We want to thank you again for using this system and hope you find the program beneficial. Please note, a vender service charge will apply for online payment of fees.

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