



| | | |
|---|---|---|
|  | BUILDING DEVELOPMENT POLICIES AND PROCEDURES RESIDENTIAL PLAN REVIEW & PERMITS GENERAL | Effective Date: July 15, 2020 |
| | | Supersedes Policy Dated: N/A |
| | 3.1.7 Residential Electronic Trade Permits | Issued by: Eric M. Mays, P.E.  Building Official |

The Residential Electronic Trade Permit Program was implemented in approximately 2005 as an optional program for Residential Trade Contractors (e.g., Mechanical, Electrical, Plumbing, Gas) to obtain Residential Trade Permits online. In 2014, the Program was upgraded in combination with the launch of the EnerGov Permitting System and the EnerGov ePortal, and the Program remained optional.

On June 8, 2020, the new [EnerGov ePortal](#) went live. With the expanded capabilities and ease of use of the new [EnerGov ePortal](#), all Residential Trade Permits Applications are required to be submitted through the [EnerGov ePortal](#) with the following exceptions:

1. Homeowners obtaining Residential Trade Permits are required to submit the [Statement of Exemption](#) from contractor licensing. Therefore, homeowners cannot currently use the EnerGov ePortal.
2. Residential Building Contractors that are also licensed in the other residential trades may obtain the Residential Trade Permits simultaneously with the issuance of the associated Building Permit.

The [EnerGov ePortal](#) currently requires credit card payments, and the electronic checking option will be implemented in the future. If your company needs an accommodation for the method of payment, please contact the Building Construction Services Branch, Permits Section at (703)792-6924 or BDDPERMITS@PWCgov.org.

For additional information, please refer to the [EnerGov ePortal User Guides and Videos](#) and the [EnerGov ePortal FAQs](#).

Attachments/Hyperlinks:

- EnerGov ePortal User Guides and Videos
<https://www.pwcgov.org/government/dept/development/DMS/Pages/DMS-Videos-and-User-Guides.aspx>
- EnerGov ePortal FAQs
<https://www.pwcgov.org/government/dept/development/DMS/Pages/ePortal-FAQs.aspx>