

Getting an ePermit

ePermits are available!

Planning & Development Services offers a selection of permits called ePermits. These types of permits use an expedited process that allows you to complete an application, pay the required fee, and have the permit issued immediately.

Once the permit is printed and posted on-site, you may proceed with the work. All work will be subject to a final inspection. *Only one inspection is included with the initial permit fee. Additional inspections may require additional fees.

ePermits are available 24/7 through your Tacoma Permits (ACA) account. The types of work covered under ePermits are listed below.

Questions about ePermits may be directed to Development Services at (253) 591-5030. To apply for an ePermit:

1. Log in at <https://aca.accela.com/tacoma/>.
2. Select the Permits tab to read/accept the disclaimer.
3. Select the appropriate ePermit application for your project (see the table below for a detailed list).

This is how the list of ePermits will appear when you log in to your Tacoma Permits account (ACA):

- ▼ ePermits-Residential (No refund, See requirements)
 - Irrigation System Backflow Preventer
 - Plumbing Fixture Replacement
 - Residential Mechanical Unit
 - Residential Roof Overlay
 - Residential Siding Replacement
 - Residential Water Connection Repair
 - Residential Window Replacement
- ▼ ePermits-Commercial (No refund, See requirements)
 - Commercial Roof Overlay
 - Commercial Strip and Reroof
 - Irrigation System Backflow Preventer
- ▼ ePermits-Fire (No refund, See requirements)
 - Alarm
 - Alarm Transmitter
 - Sprinkler

ePermits - Residential	
Irrigation System Backflow Preventer (EISBF)	New and replaced backflow preventers installed on or to the water line of commercial or residential private property.
Plumbing Fixture Replacement (ERPLM)	Replacement of up to five plumbing fixtures that are like-for-like. This work includes the replacement of water heaters with the same fuel source. This does not permit the addition or relocation of fixtures or piping. Prohibited work includes: conversion of electric to gas for equipment replacement and increase in BTUs for equipment replacement. <i>Example: replacement of a shower pan with a new shower pan of the same size. This would not allow the replacement of a shower pan with a bathtub.</i>
Mechanical Equipment (ERMEC)	<u>New installation allowed:</u> Ductless heat pumps and A/C units



Note: This Tip Sheet does not substitute for codes and regulations.

The applicant is responsible for compliance with all codes and regulations, whether or not described in this document.

More information: City of Tacoma, Planning and Development Services | www.tacomapermits.org (253) 591-5030

To request this information in an alternative format or a reasonable accommodation, please call 253-591-5030 (voice).

TTY or STS users please dial 711 to connect to Washington Relay Services.

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Mechanical Equipment (ERMEC)	<p><u>Replacement allowed:</u> Ducted and ductless heat pumps, A/C units, exhaust fans, furnaces (only conversions that <i>do not require</i> new venting or duct work), and heat exchangers. Included are existing gas and propane appliance replacements with <i>no increase in BTUs</i>.</p> <p>Prohibited work also includes: conversion of electric to gas for equipment replacement, increase in BTUs for equipment replacement, and drywall or framing alterations.</p>
Roof Overlay (ERROOF)	Roofing installation over no more than one existing layer of roof material on residential homes, with no structural or pitch changes to the existing roof.
Siding Replacement (ERSDR)	Replacement of siding with new wood or vinyl siding on residential homes.
Water Connection Repair (ERWTR)	Repair of the existing water line serving a residential structure. This is the line between the meter and the house. This does not include interior water line work within the house.
Window Replacement (ERWDR)	Replacement of residential windows within the same frame opening – no increase in window openings or framing adjustments, and no alterations to the structure.
ePermits - Commercial	
Roof Overlay (ECROOF)	Roofing installation over no more than one existing layer of roof material on commercial structures, with no structural or pitch changes to the existing roof
Strip and Reroof (ESTRIP)	<p>Removal of existing roofing material on a commercial building, down to the sheathing, and installation of new roofing material which is similar to the previous material</p> <p><i>Example: removal of asphalt shingles and replacement with new asphalt shingles</i></p>
Irrigation System Backflow Preventer (EISBF)	New and replaced backflow preventers installed on or to the water line of commercial or residential private property
ePermits - Fire	
Alarm (EFIREA)	Installation or replacement of six devices or less. Work must be associated with a tenant improvement (not for new construction)
Alarm Transmitter (EFIRET)	Replacement of a fire alarm transmitter, and may include the installation of a smoke detector above the transmitter if required
Sprinkler (EFIRES)	Installation or replacement of six sprinkler heads or less. Work must be associated with a tenant improvement (not for new construction)



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