



COUNTY OF EL DORADO

ENVIRONMENTAL MANAGEMENT DEPARTMENT

<http://www.edcgov.us/EMD/>

PLACERVILLE OFFICE:

2850 Fairlane Court
Placerville, CA 95667
(530) 621-5300
(530) 642-1531 Fax

LAKE TAHOE OFFICE:

924 B Emerald Bay Rd.
South Lake Tahoe, CA 96150
(530) 573-3450
(530) 542-3364 Fax

REQUEST FOR SERVICE

<input type="checkbox"/> New Food Facility – Plan Review	<input type="checkbox"/> New Pool/Spa – Plan Review	<input type="checkbox"/> Existing Food Facility – Remodel Plan Review	<input type="checkbox"/> Existing Pool/Spa – Remodel Plan Review	<input type="checkbox"/> Other: _____
Facility/Property Name:			Assessor's Parcel Number:	
Facility/Property Address:				
Contractor Name:			Contractor Phone:	
Requestor's Name:			Title:	
Requestor's Mailing Address:				
Requestor's Phone:			Requestor's Email:	
Building Permit Number:			Grease Trap*:	
Water Source*:			Sewage Disposal*:	

*Complete for Food Facilities

Permit to operate shall not be issued by this division until the following steps have been completed, where applicable:

- Payment of hourly fee (two hour minimum)
- A complete set of plans have been reviewed and approved
- Construction inspection(s)
- Final / pre-opening inspection(s)
- A complete permit application has been submitted and the annual health permit fees paid.

Inspections should be requested a minimum of 2 working days in advance. Plan review should be completed within 20 working days; approval should be received at this time, if the plans are complete. You will be notified if the plans are incomplete or do not satisfy minimum requirements. If there is no construction activity after one year the service request becomes void.

Requestor Signature	Date:
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Official Use Only

SR No.	PE No.	Invoice No.	Facility ID.
Assigned to:		Assigned Date:	Completed Date: