



Please refer to the table below to determine how best to get the service you need:

Services Available	How You Can Reach Staff					Contact
	Online	By Email	By Mail	By Phone	By Appt	
Business License/Parking Permits Applications are available digitally	X Business license annual renewal ONLY	X New Applications/ Contractor Renewals	X New Applications/ Contractor Renewals			(510) 215-4314 businesslicense@ci.el-cerrito.ca.us www.el-cerrito.org/businesslicenses www.el-cerrito.org/parkingpermits Email is the best way to reach staff, and voicemails will be returned but may be delayed.
Building Inspections & Inquiries Construction Safety Protocols must be adhered to while the City's inspectors are on site		X		X		(510) 215-4360 building@ci.el-cerrito.ca.us www.el-cerrito.org/buildinginspections
Building Permits (Over the counter permits - eTRAKiT)		X			X	building@ci.el-cerrito.ca.us www.el-cerrito.org/building
Building: Code Enforcement & Rental Inspections	X	X		X	X	(510) 215-4363 codeenforcement@ci.el-cerrito.ca.us rinspection@ci.el-cerrito.ca.us www.el-cerrito.org/CodeEnforcement www.el-cerrito.org/RRIPProgram
Engineering and Encroachment Permit Applications & Inspections		X	X	X	X	(510) 215-4382 encroachmentpermit@ci.el-cerrito.ca.us www.el-cerrito.org/EncroachmentPermit www.el-cerrito.org/publicworks

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	Online	By Email	By Mail	By Phone	By Appt	
Elections- City Council Public Records Requests	X	X			X	(510) 215-4305 cityclerk@ci.el-cerrito.ca.us www.el-cerrito.org/records
Recreation & Parks	X	X		X	X	(510) 559-7011 7000 recreation@ci.el-cerrito.ca.us www.el-cerrito.org/recreation
Recycling & Environmental Resources Center		X	X	X	X	(510) 215-4350 greenassistant@ci.el-cerrito.ca.us www.el-cerrito.org/recyclingupdates
Rent Registry/Housing/ Tenant Protections	X Renewal ONLY	X	X	X		(510) 215-4361 housing@ci.el-cerrito.ca.us www.el-cerrito.org/rentalhousing www.el-cerrito.org/affordablehousing www.el-cerrito.org/tenantprotections Email is the best way to reach staff, and voicemails will be returned but may be delayed.
Payments & Finance		X		X		(510) 215-4311 - <i>Accounts Payable</i> (510) 215-4323 – <i>Financial Reporting</i> finance@ci.el-cerrito.ca.us www.el-cerrito.org/finance
Planning and Zoning Permits		X	X	X	X (Only to submit large plans)	(510) 215-4330 – <i>Questions only</i> planning@ci.el-cerrito.ca.us www.el-cerrito.org/planning
Tobacco Retailer License	X	X	X	X		(510) 215-4300 citymanager@ci.el-cerrito.ca.us www.el-cerrito.org/tobaccoretailers
General City Questions	X	X	X	X		(510) 215-4300 citymanager@ci.el-cerrito.ca.us