



Figure 1 County Logo

St Lucie County Development Services

2300 Virginia Ave

Ft Pierce, FL 34982-5652

Phone: 772-462-1553

Fax: 772-462-6443

<https://www.stlucieco.gov/departments-services/a-z/planning-and-development-services/permitting-zoning>

Building Permitting Services

AFTER THE FACT (ATF) PERMIT:

In the event a Structure was built or modified without obtaining a permit first these are the guidelines for permitting an “After the Fact” structure:

- 1) Contact Planning & Zoning for the requirements for receiving Zoning Approval for the structure. 772-462-2822
- 2) If the property is in the Special Flood Hazard Area contact the Plan Reviewer of the Day for the requirements for building in the Flood Zone. 772-462-1577
- 3) If there is an unpermitted driveway, culvert, or the grade of the lot was changed, contact the Stormwater/Water Quality Department for their requirements as applicable. 772-462-1673
- 4) If the property has a well or a septic tank contact the St Lucie County branch of the Florida Department of Health **772-462-3800** <http://stlucie.floridahealth.gov/>
- 5) Obtain approvals from all of these Departments prior to applying for the After the Fact Building Permit.
 - a. The structure will need a to scale floor plan and all applicable drawing and details to show how the structure was built and details for any additional structural items needed to bring the structure into compliance with the current Florida Building Code. The structural drawing will need to be signed and sealed by a Florida Registered Engineer or Architect.
 - b. For any concealed structural elements a Florida Registered Engineer or Architect will need to verify the structural elements are in compliance with the current Florida Building Code and the drawings. (See Section 6 for verification letter requirements)
 - c. If the structure has conditioned space, the appropriate energy calculations, forms, and any upgrades needed to comply with the current Florida Energy Code requirements. (See Section 6 for verification letter requirements)
 - d. If there is an electrical component for the structure or the previously permitted electrical system is modified, a licensed electrical contractor will need to verify the electrical system is safe, and in compliance with the current National Electrical Code as referenced by the current Florida Building Code or provide a list of deficiencies to be addressed to make the electrical system code compliant. (See Section 6 for verification letter requirements)

- e. If there is a plumbing system associated with the structure or the previously permitted plumbing system is modified, a licensed plumbing contractor will need to verify the plumbing system is safe and in compliance with the current Florida Building Code applicable volume or provide a list of deficiencies to be addressed to make the plumbing system code compliant. (See Section 6 for verification letter requirements)
 - f. If there is a mechanical system associated with the structure or the previously permitted mechanical system is modified, a licensed mechanical or air conditioning contractor will need to verify the mechanical system is safe and in compliance with the current Florida Building Code applicable volume or provide a list of deficiencies to be addressed to make the mechanical system code compliant. (See Section 6 for verification letter requirements)
 - g. If there is a gas system associated with the structure or the previously permitted gas system is modified, a licensed plumbing or mechanical contractor will need to verify the gas system is safe and in compliance with the current Florida Building Code applicable volume and provide a complete safety checklist, including a pressure and drop test along with a list of deficiencies to be addressed to make the gas system code compliant. (See Section 6 for verification letter requirements)
 - h. If there is a new roofing system associated with the structure or the previously permitted roof is modified, a licensed roofing contractor will need to verify the roof system is safe and in compliance with the current Florida Building Code applicable volume or provide a list of deficiencies to be addressed to make the roof system code compliant. (See Section 6 for verification letter requirements)
 - i. A Florida registered/licensed design professional may be accepted in lieu of a contractor for certain items with prior approval of the Building Official
- 6) Verification letters shall be on the letterhead for the responsible company, and include the following information:
- i. Permit Number (if applicable)
 - ii. Address of the project
 - iii. Date of the inspection/s
 - iv. Specific items inspected
 - v. Method used to determine compliance
 - vi. Statement verifying compliance with the Florida Building Code and reviewed plans
 - vii. Name and License number of the person inspecting and the person signing the letter. (Signed and sealed as applicable)
 - viii. List of deficiencies to be addressed to make the structure or systems code compliant. (if applicable)
- 7) Any changes to the structure and systems shall be included in the After the Fact permit scope of work.
- 8) Approvals from all other County Departments will be required prior to issuance of the After the Fact permit. (As applicable, see sections 1-4)
- 9) After the permit is issued, final inspections are required prior to Certificate of Occupancy or Certificate of Completion being issued, if requested