

## Hillsborough County Disaster Declaration Permitting

### Special Processing Procedures

Pursuant to [Florida Statute 553.7922](#), the following special processing procedures to expedite permit issuance following a disaster is recommended.

#### Residential, Multi-Family and Commercial Permitting

Disaster Recovery procedures provide permitting, review, and inspection services for all permit types regardless of damage, while ensuring those with hurricane damage are given priority. Permitting and inspections for non-damaged structures will be unaffected by emergency procedures. The following permitting questions have been provided for guidance:

1. Do I need a permit to remove sheet rock that has been damaged by water?
  - a. The removal and/ or replacement of damaged drywall does not require a permit. There is not a limit to the amount of drywall replaced. Please be aware that any associated components to the drywall such as replacing electrical or replacement of insulation/ sheathing at exterior walls will require a permit.
2. Do I need a permit to repair or replace an a/c unit that has been damaged by water intrusion?
  - a. Repair of a HVAC unit does not require a permit. Replacement of a HVAC unit requires a permit.
3. Do I need a permit to repair a roof? Is there a maximum square footage or can I replace the whole roof without a permit?
  - a. A roof permit is required for any repair that exceeds 5 squares, or 500 sq. ft., in a single plane not going through a valley or ridge.
4. Do I need a permit to replace my damaged pool fence?
  - a. A fence repair does not require permit.
5. Do I need a permit to replace my damaged screen enclosure?
  - a. Non-structural damage to the screen enclosure does not require a permit. Structural damage to the screen enclosure requires a permit.
6. Do I need a permit to replace a broken window?
  - a. The replacement of a broken pane would not require a permit, the replacement of entire window requires a permit.
7. Do I need a permit to replace a broken impact window or shutter? Do you need Florida Product Approval?
  - a. A permit is required to replace a window or a shutter. [Florida Product Approval](#) is required for the replaced impact window(s) or impact shutters.
8. Where can I check to see if a contractor is licensed?

- a. Before hiring a professional, make sure the individual holds a valid contractor license and is insured to work in Hillsborough County. Check out our [Selecting a Contractor in Hillsborough County](#) page to see all the tips for what you need to look for.

Check [Florida Department of Business and Professional Regulation \(DBPR\)](#) to verify contractor licensing.

### **Existing Issued Permits**

Expired permits/permits due to expire: Permit extensions and re-issues will be performed using normal procedures.

### **Owner Repairs**

Single Family Homeowners may perform their own repairs if they meet the [requirements](#) of [Florida Statute 489.103](#). Please submit an [Owner Builder Disclosure form](#) with the permit application.

### **Damaged Structures**

Post disaster damage assessments will be conducted to safeguard the public and identify the communities' unmet needs. Structures may have their damage assessed as being Affected, Minor, Major, or Destroyed. Damaged Structures that have been assessed by Hillsborough County inspectors as "Major or Destroyed" are deemed to have possible substantial damage.

Permits for major repairs to Single- Family, Multi-Family and Commercial structures shall be performed using normal permitting procedures. Permits shall be submitted thru the Hillsborough County Portal [HillsGovHub](#).

Permit application must include submission requirements per [checklists](#) including building plans signed and sealed by a State of Florida registered architect, or engineer, as required by code.

Additional information can be found here: <https://hcf.gov/businesses/hillsgovhub>

### **Property in a Flood Zone**

For properties located in a flood zone, the 50% rule will apply. In order to determine if you are in a hazard flood area please go the Hillsborough County Flood Zone viewer located [here](#).

Review for compliance with the FEMA 50% rule and determination of Substantial Damage/Substantial Improvement per FEMA guidelines may require additional documentation. For more information, see [link](#).

### **Power Reactivation**

### **Restoring Power**

Buildings where electrical equipment was flooded or damaged by a Hurricane, or that have been notified by the electric company that an inspection is required to obtain power, are required to follow the below steps for Hillsborough County to notify TECO (888-223-0800) so that power may be restored:

- A. All Commercial, Multi-Family, and Single-Family homes.
- Hillsborough County requires a licensed Florida electrical contractor or a design professional to provide an inspection and approval of the existing electrical equipment for restoring power to structures that were energized due to flooding or other damages.
  - If undamaged, the licensed contractor needs to enter the approved for power report.
  - If damaged, a licensed electrical contractor must make the required repairs. If a permit is not required, then the Florida licensed electrician must reinspect and upload the approved for power report. If a permit is required, the County will inspect and provide power release to TECO.
  - Once the approved for power report is received, the county will notify the electrical provider that the power may be restored.

**Mobile Site:**

Hillsborough County in coordination with the Florida Department of Emergency Management, and FEMA may designate several locations within the County as Disaster Recovery Centers (DRC's). The Disaster Recovery Centers provide local residents an opportunity to apply for FEMA Individual Assistance (IA) and SBA assistance.

**These emergency procedures are designed to facilitate permitting during the aftermath of a major catastrophic event. Changes may occur, depending on circumstances.**