

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Vision:** To be the **Healthiest State** in the Nation

**Ron DeSantis**

Governor

**Dr. Scott A. Rivkees**

Florida State Surgeon General

## **REPAIR PERMITS**

### Requirements for Issuance of Septic System Permits by the Environmental Health Office, Department of Health in Gulf County

Before repair of a failing onsite sewage treatment and disposal system (OSTDS) begins, specific steps must be taken for the process to move smoothly. The first step involves applying to the Environmental Health Office, Department of Health in Gulf County, to obtain a permit.

Applications for a septic system—whether new, existing, repair, or modification must be filled out and completed with all required information. Applications can be picked up at the Gulf County Health Department, 2475 Garrison Avenue, Port St. Joe. Please call 850-705-6116 for further information.

Documentation for a **REPAIR** to your septic system application includes:

- Application filled out completely.
- Site plan of property showing placement of the structure, septic system, driveway, wells, any bodies of water, and dimensions of property. For the site plan you may use either a survey or plat map or graph paper.
- Floor plan of structure with all rooms identified and overall dimensions of structure.
- Pump-out certificate from qualified septic system contractor.
- If acting as agent for owner a signed Letter of Authorization must be signed by the owner.
- The cost of the permit is \$400.00 (subject to change).

### **VERY IMPORTANT – Please Read and Maintain for Your Records**

#### Process for a **REPAIR** Permit

- Application information reviewed and processed.
- Within 3-5 work days inspector visits site and performs site evaluation.
- Site evaluation information is processed and a construction permit issued. A copy is provided to owner/agent. The repair permit **expires 3 months** from the date it is issued.
- The Environmental Health Office performs two inspections of the installed OSTDS. The first is to approve its construction and the second is to ensure setbacks are met, verify the floor plan, ensure system is adequately covered, etc.

Call this office at (850) 705-6116, if more information is needed.

**Florida Department of Health**

**Environmental Health Office**

GULF COUNTY

2475 Garrison Ave., Port St. Joe, FL 32456, Phone: 850-227-1276, Fax: 850-227-1794  
Environmental Health Phone: 850-705-6116, Fax 850-227-7589



**Accredited Health Department**  
Public Health Accreditation Board