

**Mission:**

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



**Rick Scott**  
Governor

**John H. Armstrong, MD, FACS**  
State Surgeon General & Secretary

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

## REPAIR PERMITS

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

Before construction on a home can begin or prior to placing a structure on property which requires a septic system or when a system fails, specific steps must be taken in order for the process to move smoothly. The first step involves contacting the Environmental Health Section, Gulf County Health Department, 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, or 807 West Hwy 22, Wewahitchka. Please call 850-227-1276 x125 for further information.

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

- Application filled out completely.
- Site plan of property showing placement of 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 is \$350.00.

### **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.
- When the repair has been completed the septic contractor must notify the Environmental Health Section at (850) 227-1275, x 125, to schedule an inspection of the system. Request must be received in this office no later than 9:00 a.m. EST on the day the inspection is needed. An approval will only be granted when all specifications of the permit have been met.

**Florida Department of Health**

## GULF COUNTY

2475 Garrison Ave., Port St. Joe, FL 32456, Phone: 850-227-1276, Fax: 850-227-1794  
807 W. Hwy 22, Wewahitchka, FL 32465, Phone: 850-639-2644, Fax: 850-639-2357

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