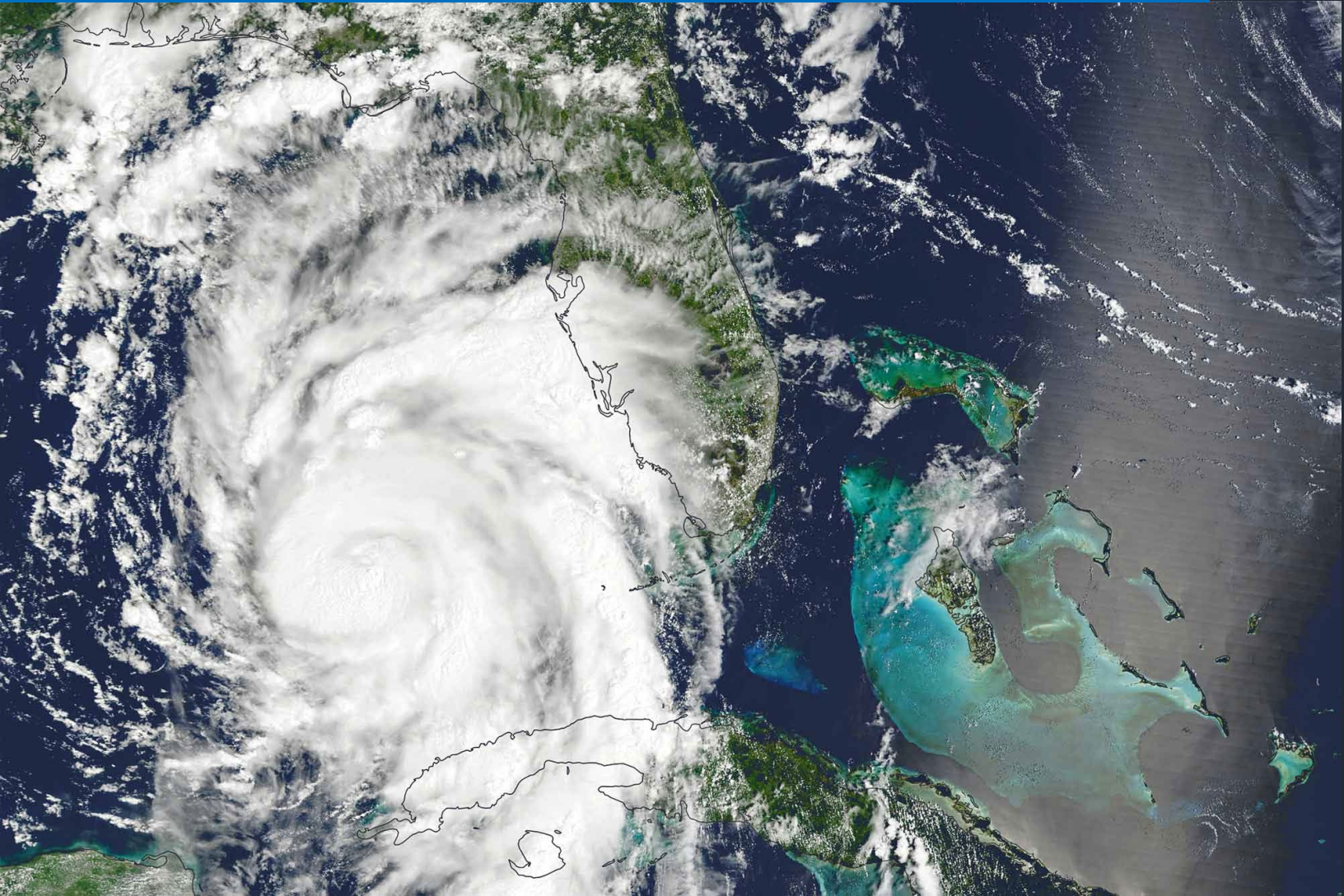


2026

Post Storm Permitting Plan



Division of Building Safety

Orange County Government, Florida

1/1/2026



Post Storm Permitting Plan

Contents

Post Storm Permitting Plan	1
Staffing/ Personnel.....	2
Permitting Services Locations	3
Fees.....	4
Fee Moratorium	4
Expedited Permitting Procedures.....	4
Reductions or Waivers of Permit Fees	4
Posted Notices of Reduced Fees or Waiver.....	4
Annual Updates and Publications.....	5
Substantial Damage and Substantial Improvement Letters	5
Debris Removal	6
Addendum 1	7
Sample Resolution	7
Addendum 2	8
Post-Storm Permitting Guide	8

Staffing/ Personnel

- Orange County ensures sufficient staffing to manage post-disaster permitting, inspections, and enforcement in the following ways:
 - Division of Building Safety has a staff of approximately 180 consisting of administration, permit analysts, plans examiners and inspectors. This staff is larger than most other jurisdictions in the state of Florida and is flexible in our staffing and operations for post storm recovery.
 - The Division has certified personnel to provide ongoing training for habitability inspections and damage assessment.
 - Damage and habitability assessment teams are generally comprised of 2 individuals, a Building Inspector and an Electrical inspector.
 - The number of teams deployed will be determined based on the magnitude of the event.
 - During each event, primary and alternate teams are designated. Inspectors from other trades such as Mechanical and Plumbing may also be included to expand the number of teams if additional teams are necessary.
 - Our capacity for conducting these inspections during post-storm recovery has proven to be comprehensive and successful in the past.
 - Building Safety has divided the land area of the County into regions and has assigned inspections teams to each of the areas.
- These operating conditions signify triggers to activate supplemental staffing.
 - The Division is proactive in its approach to enlisting additional staff from other County agencies. Code Inspectors from the Neighborhood Services division will be trained as backup staff to Building Safety. This would allow us to expand to as many as 60 teams.
 - Backlog in Habitability/Damage assessments when time to complete is estimated to be more than 2 calendar days.
 - Backlog in regular inspections when time to complete is estimated to be more than 3 business days.
 - Backlog in permitting review when intake and review are estimated to be more than 5 business days.
 - Other than the stated operating conditions, the scale of impact for each event is carefully considered before and after each storm or natural disaster. If the scale of impacts is determined by Orange County Executive Policy Group to be larger than current capacity, supplemental staffing will be triggered immediately.

Division of Building Safety Post Storm Permitting Plan

Effective Date: 10/1/2025



ORANGE COUNTY FLORIDA
Building Safety

- Orange County participates in multiple mutual-aid (\$252.40) agreements should the need arise for supplemental staff support through associations and other construction industry training and advocacy organizations, private contracts, or state/federal assistance.
 - Building Officials Association of Florida (BOAF) has a mutual aid agreement with the State of Florida Department of Emergency Management to utilize resources such as Inspectors, Plans Examiners and Permit Analysts from around the State.
 - Orange County may utilize the BOAF mutual aid agreement through the County's Emergency Management process.
 - International Code Council maintains a database of volunteers who may assist with Damage Assessment.
 - American Institute of Architects maintains a database of volunteers who may assist with Damage Assessment.
 - Florida Association of Structural Engineers maintains a database of volunteers who may assist with Damage Assessment.
 - Florida Homebuilders Association maintains a database of volunteers who may assist with Damage Assessment.
- Training Protocols for Supplemental Personnel:
 - Division of Building Safety provides ongoing training for damage assessment through the FEMA recognized "When Disaster Strikes" program administered by the International Code Council. Division of Building Safety engages with this program in the Central Florida region in collaboration with other jurisdictions.
 - A cross-training program has been established within the Division to provide for additional permitting, plans review, and inspections capacity.

Permitting Services Locations

Restoring Office Open at least 40 Hours per Week

Division of Building Safety may operate permitting services entirely virtually through the utilization of Fast Track Online Services and the remote capabilities of its workforce. The Division currently maintains two physical locations that provide permitting services. The main location is located within the Orange County Administration Building located at 201 S. Rosalind Avenue in downtown Orlando. The satellite office is located on Municipal Drive in the Sand Lake/International Drive area. Both of these locations may be used to provide post-storm permitting services and staff may be shifted to these work locations as necessary. In the event that both locations are inaccessible or damaged, additional locations may also be utilized such as the extensive possible spaces at the Orange County Convention Center, Orange County Utilities headquarters, Fire Rescue locations and other County facilities.

Physical addresses of Permitting Locations:

Division of Building Safety Post Storm Permitting Plan

Effective Date: 10/1/2025



ORANGE COUNTY FLORIDA
Building Safety

- **MAIN LOCATION**
Orange County Administration
201 S. Rosalind Ave, Orlando, Florida 32801
- **ALERNATE POST STORM LOCATION IF NECESSARY**
Division of Building Safety Satellite Office
7682 Municipal Drive, Orlando, Florida 32819

Fees

Fee Moratorium

- For 180 days following a declared state of emergency, Orange County will not increase permit or inspection fees per [FS 83.63](#).

Expedited Permitting Procedures

- Permit types that are typically associated with storm damage repair, such as roofing, mechanical, electrical and plumbing are already being issued within 24 hours (with a compliant application and associated documentation) as part of our regular dedication to quick turnarounds and outstanding customer service. In a post-storm recovery period, these types of permits will continue to be expedited.
- For larger permit types such as residential and commercial demolition, or alterations/repairs priority will be applied when customer indicates that the permit is related to storm recovery during the permit application process. In practice, permits identified during intake as being storm-damage repairs will be moved to the front of the line for plan review and permit issuance.

Reductions or Waivers of Permit Fees

- In advance of a storm, a draft resolution will be prepared for fee reductions or waivers and will be voted on by the Board of County Commissioners as necessary. Sample resolution attached as addendum 1.

Posted Notices of Reduced Fees or Waiver

- Notices of Reduced Fees or Fee Waivers will be communicated through the County website, Division of Building Safety newsletter, Orange County Communications channels such as Nextdoor, Facebook, Instagram, X, as well as posted on the physical permitting services locations.
- Press releases will also be posted to Orange County's newsroom and distributed to area media outlets.

Annual Updates and Publications

Post-Storm Permitting Guide. Public webpage:

<https://www.ocfl.net/PermitsLicenses/StormRepairandPermitInformation.aspx>

The contents of the Post-Storm Permitting Guide is attached as addendum 2. This guide covers the following required information and more:

1. Which repairs require permits and where to find associated fees.
2. Which repairs do not require permits.
3. Permit application steps and expedited procedures.
4. Local rebuilding requirements, including NFIP elevation rules.

Substantial Damage and Substantial Improvement Letters

Any development located within a FEMA-designated Special Flood Hazard Area (SFHA) is required to obtain a Floodplain Permit from Orange County Stormwater Management Division prior to construction. Structures within the floodplain must comply with the National Flood Insurance Program (NFIP) minimum elevation standards and Chapter 19 of the Orange County Code, including elevating the lowest floor, servicing equipment, and garage slab at or above the Base Flood Elevation (BFE) plus one foot of freeboard for residential buildings.

How to Apply for a Floodplain Permit:

- Submit compliance documentation, including elevation certificates, design plans, and floodplain analyses (if applicable) to Orange County Public Works, Stormwater Management Division for review and approval.
- If your property is located within a FEMA-designated flood zone and has experienced damage or you plan to make improvements, you may need a Substantial Damage or Substantial Improvement determination from Orange County.
- To request a letter, please email: FloodPermits_Help@ocfl.net.
- Please include the following information in your request:
 - Property address and parcel ID number
 - Property owner's name and contact information
 - Description of the proposed work or damage that occurred
 - Building permit number (if available)
 - Any supporting documents such as cost estimates, construction plans, or elevation certificates
- Orange County's Stormwater Management Division will review your information and determine whether the proposed work or repairs meet the definition of substantial damage or substantial improvement, as required by the Orange County Floodplain Management Ordinance (Chapter 19) and the National Flood Insurance Program (NFIP).

Debris Removal

Debris Removal is Coordinated by Orange County Public Works in accordance with FEMA Policies and local codes. Please see the [dedicated webpage for Orange County's Debris Removal](#) protocol and important information for residents to know, before and after a storm occurs.



Addendum 1
Sample Resolution
of the

ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS
Regarding

TEMPORARY WAIVER OF BUILDING PERMIT APPLICATION FEES FOR DAMAGE CAUSED BY
HURRICANE ____

Resolution No. XXXX

WHEREAS, on ____, in response to the approach of Hurricane ____ toward the State of Florida, the governor issues Executive Order __, declaring a state of emergency within the State;

WHEREAS, on ____, Mayor (Name) issued Emergency Executive Order ____ declaring a state of local emergency in Orange County, Florida;

WHEREAS, as a result of Hurricane ____, buildings and structures within Orange County have suffered damage;

WHEREAS, the Orange County Board of County Commissioners believes it is in the best interest of the county to temporarily waive building permit fees to assist in the recovery and rebuilding efforts of local property owners affected by Hurricane ____.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY, FLORIDA:

Section 1. Waiver of fees. For the period beginning ____ and ending ____, building permit applications to repair and/or rebuild damage caused by Hurricane ____ shall not require payment of the requisite application fee.

Section 2. Building permit applications must be accompanied by a sworn, notarized statement from the property owner stating verifying that the damage was caused by Hurricane ____.

Section 3. This Resolution shall take effect upon the date of its adoption.

ADOPTED THIS DAY OF , XXXX



Addendum 2

Post-Storm Permitting Guide

When a storm impacts our community, Orange County's Division of Building Safety is here to help residents safely rebuild and repair their homes and businesses. This guide explains when a building permit is required, how to apply, and where to go for assistance.

Guide contents:

- [Why Permits Matter After a Storm](#)
- [How to Apply for a Permit](#)
- [Types of Work That Require a Permit](#)
- [Types of Work That Do Not Require a Permit](#)
- [For Homeowners](#)
- [For Contractors](#)
- [Beware of Unlicensed Contractors](#)
- [Contractor License Verification](#)
- [Meter Reset Permits for Storm Damage](#)
- [Floodplain Permits and Substantial Damage/Improvement Letters](#)

Why Permits Matter After a Storm

Permits ensure that repair work is performed safely and meets Florida Building Code standards. If you hire an unlicensed contractor and an injury occurs while doing work at your home or business, you may be held liable. Work completed without a permit that is discovered by a home inspector or title company may affect your ability to obtain homeowner's insurance, prevent the sale of your home, and cost you thousands of dollars in remediation as well as code compliance fines. *Permits protect your family, your property, and your community.*

How to Apply for a Permit

Homeowners and Contractors may apply for permits online through [FastTrack.ocfl.net](https://fasttrack.ocfl.net). To access the user guide and tutorial videos such as how to create a Fast Track Account and how to apply for permits, please visit the [Fast Track Training Hub](#).

If in-person assistance is needed, you may visit one of our permitting service locations. You may also [schedule appointments online](#).

Main Location

Orange County Administration Center
201 S. Rosalind Ave
Orlando, FL 32801

Alternate Post-Storm Location (if activated)

Division of Building Safety Satellite Office
7682 Municipal Drive
Orlando, FL 32819

Expedited Permitting For Storm Repairs

- Permit types that are typically associated with storm damage repair, such as roofing, mechanical, electrical and plumbing are already being issued within 24 hours (with a



compliant application and associated documentation) as part of our regular dedication to quick turnarounds and outstanding customer service. In a post-storm recovery period, these types of permits will continue to be expedited.

- For larger permit types such as residential and commercial demolition, or alterations/repairs priority will be applied when customer indicates that the permit is related to storm recovery during the permit application process.

Types of Work That Require a Permit

- **Roof repairs and replacements** including shingles, sheathing, and structural components. See: [Roof Permit and submission requirements](#).
- **Structural repairs** for damage to walls, beams, foundations, or trusses. See: [Residential Building Permit and submission requirements](#) or [Commercial Building Permit and submission requirements](#).
- **Window and exterior door replacements** always require a permit. See: [Windows and Doors Building Permit and submission requirements](#).
- **Electrical system repairs** including service panel replacement, rewiring, or generator installation. See: [Electrical Permit and submission requirements](#).
- **Plumbing system repairs** including water heater replacement, piping repair, or sewer line work. See: [Plumbing Permit and submission requirements](#).
- **Mechanical system repairs** including air conditioning unit replacement or major ductwork repairs. See: [Mechanical Permit and submission requirements](#).
- **Fences** new installation or replacement of storm-damaged fences exceeding panel replacement require a permit. See: [Fence Permit and submission requirements](#).
- **Accessory structure repair or replacement** such as sheds, carports, or screen enclosures. See: [Residential Accessory Structure Building Permit and submission requirements](#).
- **Swimming pools** repair of structural or electrical systems. See: [Swimming Pool Permit and submission requirements](#).
- **Building Permits in a Flood Plain** require a Floodplain Permit for the Building Permit to be approved. See [Floodplain information](#) below and the [Flood Plain Permit and submission requirements webpage](#).

Permit Fees

Permit Fees are based on factors such as project value and capacity. Fees are calculated and payable in Fast Track during the application review and permit issuance processes. Fees are published in the [Orange County Fee Directory](#).

Fee reductions or a waiver period in the post-storm recovery period will be voted on by the Board of County Commissioners and will be posted on www.ocfl.net and FastTrack.ocfl.net.

Types of Work That Do Not Require a Permit

- Minor, cosmetic repairs such as painting, flooring, or drywall patching
- Replacement of broken glass in existing window frames (without changing size or type)
- Temporary protective measures such as tarps or boarding windows

If you are unsure whether your project requires a permit, please contact Orange County Permitting Services at 407-836-5550 before beginning work.

Division of Building Safety Post Storm Permitting Plan

Effective Date: 10/1/2025



ORANGE COUNTY FLORIDA
Building Safety

For Homeowners

- [Fast Track Online Services](#) provides access to browsing and permit research and inspections activity. You can find current and historical data, check the status of your permit, search permits by parcel or address, schedule inspections and follow the status of your scheduled inspection.
- **How to Obtain Hurricane Repair Permits For Homeowners**
The following items will be required by homeowners in order to obtain hurricane repair permits:
 - Valid form of identification or a recorded warranty deed to determine ownership
 - Submit a completed Permit application (Building, Electrical, Mechanical, Plumbing, Roof) based on scope of work. Apply for permits on FastTrack.ocfl.net.
 - Upload electronically signed and sealed construction plans (if required) with supporting documentation to Fast Track as part of your permit applications.
 - Completed [Owner Builder Disclosure Statement. Please click for instructions.](#)
- Florida Statute Section 489.103(7) requires all property owners acting as their own contractor to complete the Owner-Builder disclosure statement and *personally or virtually* appear to sign for the building permit. This is an affidavit for contractor exemption under Florida Statute for a homeowner acting as a builder and applying for a building permit for their own home.
- If value of work exceeds \$5,000 or \$15,000 for mechanical replacement the following is also required:
 - [Notice of Commencement](#)

For Contractors

- Fast Track Member Services offers permit applications, inspection scheduling for building and sub-trades permits such as electrical, plumbing, irrigation, gas, roofing and HVAC/mechanical contractors.
- **How to Obtain Hurricane Repair Permits For Licensed Contractors**
 - You must have a valid contractor license, either State Certified or Registered with Orange County and a Fast Track Member Services account. [Register for a Fast Track Member Services account](#) as a contractor.
 - Submit a completed Permit application (Building, Electrical, Mechanical, Plumbing, Roof) based on scope of work. Apply for permits on FastTrack.ocfl.net.
 - Upload signed and sealed construction plans (if required) with supporting documentation to Fast Track as part of your permit applications
- If value of work exceeds \$5,000 or \$15,000 for mechanical replacement the following is also required:
 - [Notice of Commencement](#)

Beware of Unlicensed Contractors

After a storm, unlicensed contractors may attempt to take advantage of residents. Always verify that contractors are properly licensed and insured before hiring them. You can check licenses online at the [Florida Department of Business & Professional Regulation](#) or FastTrack.ocfl.net.

Division of Building Safety Post Storm Permitting Plan

Effective Date: 10/1/2025



ORANGE COUNTY FLORIDA
Building Safety

Homeowners and contractors need to be vigilant about getting repairs made quickly and correctly to storm-damaged properties in the aftermath of a natural disaster. It's important for residents to be aware that work done without a permit may not be covered by homeowners' insurance.

[The Importance of Hiring a Licensed Contractor](#)

Visit [Florida Department of Business & Professional Regulation](#) to file a complaint and view unlicensed activity resources.

Contractor License Verification

Use either of these tools to verify your contractor's license:

- [Orange County Fast Track Online Services](#)
- [Florida Department of Business & Professional Regulation](#)

Meter Reset Permits for Storm Damage

Meter Reset permits are issued when there are no repairs needed to the electrical system. The purpose is to schedule an inspection to determine if it is safe to be re-energized.

Meter Resets can be obtained by anyone, Contractors, Homeowners, Tenants or Agents. There is no need to verify ownership or confirm that the property is not listed under an LLC.

How to Apply

- To apply for a meter reset permit, you must have a Fast Track Online Services account and apply for an electrical permit. Select "meter reset" as the work type.
- If the inspector finds that work or repairs are required before releasing the meter, an electrical repair permit will be required. Hiring a licensed electrical contractor is strongly encouraged if a repair permit is needed.

Note: The inspector must be able gain entry into the building, to perform an inspection. It is very important to list the Building, Suite or Unit numbers for power release purposes.

To access the user guide and tutorial videos such as how to create a Fast Track Account and how to apply for permits, please visit the [Fast Track Training Hub](#).

Floodplain Permit and Substantial Improvement Letter Information

Any development located within a FEMA-designated Special Flood Hazard Area (SFHA) is required to obtain a Floodplain Permit from Orange County Stormwater Management Division prior to construction. Structures within the floodplain must comply with the National Flood Insurance Program (NFIP) minimum elevation standards and Chapter 19 of the Orange County Code, including elevating the lowest floor, servicing equipment, and garage slab at or above the Base Flood Elevation (BFE) plus one foot of freeboard for residential buildings.

How to Apply for a Floodplain Permit:

- Submit compliance documentation, including elevation certificates, design plans, and floodplain analyses (if applicable) to Orange County Public Works, Stormwater Management Division for review and approval. See [Floodplain Permit](#) information webpage.

Substantial Improvement and Substantial Damage Letters:

- If your property is located within a FEMA-designated flood zone and has experienced damage or you plan to make improvements, you may need a Substantial Damage or Substantial Improvement determination from Orange County.

Division of Building Safety Post Storm Permitting Plan

Effective Date: 10/1/2025



ORANGE COUNTY FLORIDA
Building Safety

- To request a letter, please email: FloodPermits.Help@ocfl.net.
- Please include the following information in your request:
 - Property address and parcel ID number
 - Property owner's name and contact information
 - Description of the proposed work or damage that occurred
 - Building permit number (if available)
 - Any supporting documents such as cost estimates, construction plans, or elevation certificates
- Orange County's Stormwater Management Division will review your information and determine whether the proposed work or repairs meet the definition of substantial damage or substantial improvement, as required by the Orange County Floodplain Management Ordinance (Chapter 19) and the National Flood Insurance Program (NFIP).

Questions? We're Here to Help

Orange County Division of Building Safety is committed to supporting residents as they recover. For more information, visit FastTrack.ocfl.net or call our customer service line at **(407) 836-5550**.

The Division of Building Safety is located in the Orange County Administration Center at 201 S. Rosalind Ave., 1st Floor and is open 8:00 a.m. to 5:00 p.m. daily.