

**CITY OF PORT ST. LUCIE**  
**ENGINEERING DEPARTMENT**  
*Commercial Revocable Encroachment*  
*Permit Application*



*Complete the following with legible printing in ink or typed and forward this application along with the required attachments to the City of Port St. Lucie Engineering Department. Illegible applications or attachments will be returned to the applicant. The City will complete the required paperwork and have the document recorded.*

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_

Property Legal Description: \_\_\_\_\_  
LOTS/TRACTS: \_\_\_\_\_  
BLOCK: \_\_\_\_\_  
SECTION: \_\_\_\_\_

Property Address: \_\_\_\_\_

Present Owner(s) of Record: \_\_\_\_\_

***Required Attachments With Application***

1. Copy of the Deed.
2. A legible 8-1/2- x 11-inch site plan (use appropriate scale) clearly showing the following information:
  - a. Label as "Exhibit A"
  - b. Project Name
  - c. Project Number (P0x-xxx)
  - d. North Arrow
  - e. Legal Description
  - f. Label and Dimension the Easement
  - g. Label and Dimension "Encroachment" Feature (e.g., 6-foot masonry wall, irrigation well, etc.) from Two Intersecting Property Lines or from One Parallel Property Line, as appropriate.
3. A check for the application fee plus the recording fees made payable to the City of Port St. Lucie. The application fee is \$90.00 and the St. Lucie County Recording Fee is \$35.50 (\$10.00 first page, \$8.50 each additional page – minimum of four pages), for a total of \$125.50.

***Required Attachment With Request For Engineering Permit***

1. Letters from Utility Companies stating that they have no objection to the proposed improvements within the easement must be submitted prior to issuance of Engineering Permit.