



CITY OF PORT ST. LUCIE
ENGINEERING DEPARTMENT



Residential
Revocable Encroachment Permits

Utility Contacts and Phone Numbers

Comcast	Mr. Tim Korndoerfer	692-9010 x.69916	692-0759 fax
Bellsouth/AT&T	Mr. Mark Gutierrez	460-4443	466-5651 fax
Florida Power & Light	Ms. Vicky Holly	337-7025	337-7099 fax
Florida City Gas	Mr. Chris Stermer	871-2551 x 64404	871-2044 fax

• **FEES**

- o \$360 Revocable Encroachment Permit plus recording fees
- o St. Lucie County Recording Fees = \$10.00 first page, \$8.50 each additional page

• **REQUIRED INFORMATION**

- o Written request from property owner
- o Owners name, address and phone number
- o Copy of recorded deed
- o Copy of survey with improvements – see attached survey requirements
- o Copy of legal description describing the subject that is encroaching into the easement (separate from survey)
- o Utility company letters (see listing above)

• **PROCESS**

- o Engineering Department review
- o Public Works review
- o Utility Department review
- o Legal Department review
- o Mayor's Signature
- o Record at County

• **ESTIMATED TIMEFRAME**

- o 6-8 weeks

REVOCABLE ENCROACHMENT PERMIT

Survey requirements

When submitting a survey attached to a Revocable Encroachment request the Engineering Dept needs for you to supply the following on the survey:

1. The dimensions of ALL SIDES of the object that is encroaching
2. Total “area” of the object that is encroaching
3. The distance from all property lines to each of the corners of the subject that is encroaching

Additional information may be required on an as needed basis.

Please do not color in or hatch the area that is encroaching. All dimensions should be written clearly. If the area is not big enough to write the information, an arrow with the information pointing to the line of the dimension is good.

This information is in addition to what is already described and required on the Revocable Encroachment handout.