



**City of Port St. Lucie Building Department**  
 121 SW Port St. Lucie Blvd., Port St. Lucie, Fl. 34984  
 Ph: 772-871-5132 Website: [www.CityofPSL.com/Building](http://www.CityofPSL.com/Building)

# ELECTRICAL PERMIT APPLICATION

Permit #: \_\_\_\_\_ Pin: \_\_\_\_\_ Affordable housing:  Federal  State  Local  City of PSL SHIP – CDBG – NSP

**CONSTRUCTION UNDER THIS PERMIT SHALL BE DONE IN ACCORDANCE WITH NEC 2020**

Site Address: \_\_\_\_\_

Legal Description (Section/Block/Lot): \_\_\_\_\_

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

**Owner's Information**

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

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

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

**Contractor's Information**

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

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

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

PSL Comp no. \_\_\_\_\_

State License no. \_\_\_\_\_

**PROJECT INFORMATION**

Commercial  Residential

Description of work: \_\_\_\_\_

Detailed location of proposed work (ex: interior, exterior, bedroom, bathroom, or kitchen): \_\_\_\_\_

Site lighting:  Yes  No \*If yes, how many light poles: \_\_\_\_\_

**Total Valuation \$** \_\_\_\_\_

**APPLICATION MUST BE SIGNED AND NOTARIZED BY THE CONTRACTOR AND OWNER**

\_\_\_\_\_  
Contractor Signature Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Notary Public, State of Florida

STATE OF FLORIDA, County of \_\_\_\_\_

[NOTARIAL SEAL]

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Owner or Owner's Authorized Representative Signature Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Notary Public, State of Florida

STATE OF FLORIDA, County of \_\_\_\_\_

[NOTARIAL SEAL]

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally known to me or has produced \_\_\_\_\_ as identification.

**FOR OFFICE USE ONLY**

**PERMIT FEE \$** \_\_\_\_\_ Payment method: \_\_\_\_\_ Last 4 Digits of Credit Card or Check no.: \_\_\_\_\_ Receipt no.: \_\_\_\_\_

Application date: \_\_\_\_\_ Rec'd by: \_\_\_\_\_



## Building Department CHECKLIST FOR ELECTRICAL PERMITS

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**PERMIT APPLICATION** – The following information must be completed on the permit application:

- For office use only - Permit number and pin number, C# if applicable
- Site address
- Legal description
- Parcel ID
- Owner's information
- Contractor's information
- Commercial/Residential
- Description of the work
- Detailed location of proposed work
- Site lighting
- Valuation
- Notarized Contractor/Homeowner builder signature

### PLANS AND DOCUMENTS

- Plans/drawings must be submitted for new electrical work and will require plan review.
- Commercial Site Lighting-Planning & Zoning approved site plan.
- Recorded Notice of Commencement for work valued at \$5,000 or more. (NOC must be submitted to permitting prior to scheduling the first inspection.)
- **\*\*If applying for the permit as a homeowner builder, a copy of the recorded warranty deed or property card showing homeowners name from the property appraiser's website must be submitted, along with HOB Affidavit. Homeowner must personally appear at the Building Department to have their signature notarized.**

### NOTES:

- Replacement Electrical Permits are issued over the counter, unless the permit is for a commercial project or specified otherwise by plan review.
- Original plans signed and sealed by a Florida licensed Architect/Engineer for new Residential Electric over 240 Volts/600 Amps or Commercial over 240 Volts/800 Amps

***This checklist is intended for Building Department use only. Additional documents may be requested at any time during the permitting process. Any exceptions must be approved by a Supervisor.***