



City of Tampa

Jane Castor, Mayor

Development & Growth Management

Development Coordination

Construction Services



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Tampa, Florida 33610

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MEMORANDUM

DATE: October 30, 2024

TO: Abbye Feeley, Interim Administrator, Development and Economic Opportunity

FROM: JC Hudgison, Chief Building Official, Construction Services 
Eric Cotton, Zoning Administrator/Manager, Development Coordination 

SUBJECT: Implementation of Mayor's Emergency Management Powers
Waiver of Certain Permit Application and Inspection Fees & Certain Provision in
Floodplain Management Ordinance

Background

On September 23, 2024, Governor Ron DeSantis issued Executive Order 24-208 to declare a State of Emergency for 42 counties in the State of Florida, including Hillsborough County, in response to the threat posed by Tropical Cyclone Nine (now Hurricane Helene). Accordingly, the County Administrator of Hillsborough County declared a countywide State of Emergency by order issued on September 23, 2024 and the Mayor of the City of Tampa issued Executive Order 2024-2 declaring a state of local emergency. Pursuant to Executive Order 2024-3 (issued on October 1, 2024), Executive Order 2024-6 (issued on October 8, 2024) and Executive Order 2024-8 (issued on October 15, 2024) the state of local emergency continues to be extended in increments of seven (7) days.

On October 5, 2024, Governor Ron DeSantis issued Executive Order 24-214 to declare a State of Emergency for 35 counties in the State of Florida, including Hillsborough County, in response to the threat posed by Tropical Storm Milton (now Hurricane Milton). Accordingly, the County Administrator of Hillsborough County declared a countywide State of Emergency by order issued on October 6, 2024 and the Mayor of the City of Tampa issued Executive Order 2024-5 declaring a state of local emergency. Pursuant to Executive Order 2024-12, issued on October 29, 2024, the state of local emergency has been extended for another seven (7) days.

The Executive Orders issued by the Mayor of the City of Tampa are each effective for seven (7) days. The State of Local Emergency under Hurricane Helene and Hurricane Milton, have been, and it is reasonable to conclude will be, extended every seven (7) days for a significant period of time while the State of Florida and Hillsborough County remain in a state of emergency as a result of the hurricanes.

Emergency Management Powers of the Mayor

Pursuant to Chapter 252, Florida Statutes, and City Code Section 2-403, Emergency Management Powers of the Mayor, the Mayor is empowered and authorized (1) to perform or exercise the actions set forth in the City Code Section 2-403(a) as the need or circumstances arise, and (2) to waive procedures or formalities otherwise required by the City by law or ordinance as set forth in the City Code Section 2-403(b). The Mayor's emergency management powers have been activated as set forth in the aforementioned Executive Orders. In consideration of the type and extent of damage caused by Hurricane Helene and by Hurricane Milton, and to

assist with the recovery process while at the same time lessening the burden of repairs, the Mayor of the City of Tampa has authorized the waiver of certain permit application and review fees as set forth below. These steps are being taken to ensure the health, safety and welfare of the community and to ensure all repairs are done in compliance with the Florida Building Code.

Building Permit NOT Required

In performing repairs to your residence, during this time the following actions do not require a building permit:

- Any drywall repair **2 feet or less from the finished floor.**
- Replacement of front and rear doors.

As a reminder, the City does not require a permit for the following construction related activities at any time:

- Fence repair & replacement.
- Repair of soffits & fascia.
- New roof covering, or the recovering, re-roofing or repairing of an existing roof covering, either of which **is five hundred (500) square feet or less.**
- Painting, papering, tiling, carpeting, cabinets, countertops, and similar finish work.

WAIVER of Building Permit Fees

Trade Permits to correct damage caused by either Hurricane Helene or Hurricane Milton

- Roof Repair/Roof Replacement over 500 SF
- All electrical-related activities related to storm damage
- Garage door replacement
- HVAC mechanical change-out
- Hot water heater change-out
- Replacement of multiple exterior doors
- Note: If performing the work yourself you will need to sign the [Owner-Building Acknowledgement](#) Form.

Building Permits (will require a [FEMA Substantial Improvement Form](#) if within the designated Flood Hazard Areas):

- Alteration permits to include wall repair/wall replacement.
- Demolition permits related to storm damage.

WAIVER of Permit for Tree Removal/Pruning

Fallen Trees – Trees that have been uprooted as a result of either hurricane (or otherwise damaged to such a degree causing the tree or significant portions of the tree to fall) present an unacceptable risk to persons or property and may be removed without requiring a permit or the planting of mitigation trees. This applies to all property in the City – single family residential, multi-family residential and non-residential.

Damaged Trees – If the extent of the damage caused by the hurricanes results in the tree presenting an unacceptable risk to single family residential property, state law already provides that a permit is not required to prune, trim or remove the tree nor will the planting of mitigation trees be required so long as the property owner possesses appropriate documentation from a certified arborist. In addition or alternatively during this time period, the City will also waive all permitting fees and mitigation requirements for the pruning, trimming or removal of any tree damaged by the hurricanes to the extent it presents an unacceptable risk to **all property in the City** – single family residential, multi-family residential and non-residential provided that before the tree is pruned, trimmed or removed, the property owner provides appropriate documentation from a certified arborist OR a City arborist inspects and concurs that the tree poses an unacceptable risk. The City will not charge property owners for this inspection.

WAIVER of Certain Provisions in Section 5-121 (Floodplain Management Ordinance)

Section 5-121, Flood-Resistant Development (also referred to as the Floodplain Management Ordinance) shall be applied to all development that is wholly within or partially within any flood hazard area except for the “one-year period” in the definition of “Substantial Improvement” in Section 5-121.182. The cost associated with any repairs, reconstruction, rehabilitation, alteration, addition, or other improvement of a building or structure taking place during a one-year period shall not be included when determining whether the cost of repair, reconstruction, rehabilitation, alteration, addition, or other improvement to a building or structure damaged by either Hurricane Helene and/or Hurricane Milton equals or exceeds fifty (50) percent of the market value of the building or structure before improvement or repair is started. This waiver applies to the City’s technical amendments to the Florida Building Code in Section 5-121.244 and 5-121.245.

Additional Consideration

In the wake of the hurricanes and in compliance with state statutes, the city is offering expedited permit review for the above types of permits and inspections. Please make sure that, “storm damage” is noted in the scope of work in the permitting record.

Construction Services will continue to provide services at the Hanna City Center (2555 E Hanna) and will provide in-person support to citizens at the Gandy Civic Center (4207 W Oklahoma Ave) the first 3 Wednesdays of November (11/6, 11/13 & 11/20).

Duration

The waivers set forth above will be in place for the period of time the States of Local Emergency under Hurricane Helene and Hurricane Milton are effective and will continue for an additional sixty (60) days upon termination thereof.