



NOTICE TO CONTRACTORS



Subject: Permit Extensions during the current Covid-19 related Statue of Emergency.

Updated: 1/14/2021

Here is what you need to know.

On March 9th, 2020, Florida Governor Ron DeSantis issued Executive Order 20-52, declaring a state of emergency related to the novel Coronavirus disease (COVID-19), and extended on the following dates.

- May 8th, 2020 via Executive Order 20-114
- July 7th, 2020 via Executive Order 20-166
- September 4th, 2020, via Executive Order 20-213
- November 3rd, 2020 via Executive Order 20-276
- December 29th, 2020 via Executive Order 20-316, which is set to expire on Saturday, February 27, 2021, if not extended.

Per Florida Statute 252.363(1)(a), The declaration of a state of emergency issued by the Governor for a natural emergency tolls the period remaining to exercise rights under a permit or other authorization for the duration of the emergency declaration. Further, the emergency declaration extends the period remaining to exercise the rights under a permit or other authorization for 6 months in addition to the tolled period. For the full statute visit the Florida Senate website <https://www.flsenate.gov/Laws/Statutes/2012/252.363>

The extension must be requested within 90 days after the termination of the emergency declaration. Effectively, this means that any permit that expires between March 9th, 2020 and February 27th, 2020, may be extended at no charge, when properly requested. This date range may change if the Governor further extends the state of emergency.

Currently, an extension based on this provision would be valid until Saturday, February 27th, 2021.

Visit <https://www.flgov.com/covid-19-executive-orders/> for more information.

If your permit expires, or expired, between March 9th, 2020 and February 27th, 2021, here is how you will request an extension:

Create a letter on your company letterhead.
Address it to the Building Official, Raul Perez.
Our address is 50 Bald Eagle Dr, Marco Island, FL 34145
Reference full permit number and job site address.
Request a 180-day extension of the referenced permit.
Specifically refer to Florida Statute 252.363 and the Executive Orders EO-20-52, EO-20-114, EO-20-166, EO-20-213, EO 20-276, and EO-20-316.
You may mail in your request, or scan it as a .PDF file and email it to: permitdesk@cityofmarcoisland.com
A permit technician will attach your request to the record and make the adjustments to the permit.
You will receive your extension via email, and it will be posted in the portal.

If your permit expired before March 9th, 2020 follow this process to have your permit reissued.

Complete an Extension/Reissuance form, which is available on our forms page. ([Link to Form](#))
You may mail in your request, or scan it as a .PDF file and email it to: permitdesk@cityofmarcoisland.com
A permit technician will attach your request to the record and depending on the scope of the permit send an inspector to the site to check for safety issues.
If it is determined that the permit can be reissued you will be notified by email and receive an invoice for the re-issuance fees.
If it is determined that the permit cannot be reissued you will be notified by email and provided with information.
You will receive your extension via email, and it will be posted in the portal.

If you have questions, please reach out to us at permitdesk@cityofmarcoisland.com