

EMERGENCY REPAIR REQUIREMENTS

The Central Florida Tourism Oversight District (the District), Building & Safety Department, allows for equipment replacement and/or repairs to be performed when an emergency condition exists such as property damage and/or loss of revenue. The owner or owner's representative must first contact the District's appropriate Chief Inspector or the Building Official, for awareness and verification that an emergency condition exists. Contact can be made via a phone call or text, followed up by an email confirmation. Once that agreement has been made, the emergency work may commence with the understanding that **a permit application, along with all the standard submittal requirements, for the completed work is to be submitted the next working business day***.

TYPICAL EMERGENCY WORK SITUATIONS

The following list of items are typical situations that would constitute emergency repair. Note this list is not 100% inclusive and prior approval is still required from the Chief Inspector in every situation:

Building

- Structural repairs
- Barricade installations
- Roof repairs

Electrical

- Failed emergency generator for a building, resulting in a temporary generator being connected
- Failed automatic transfer switch (ATS) - direct replacement of ATS or a temporary ATS being installed
- Electrical panel, inverter, transformer or other major equipment failure (chiller, boiler, air handler)
- Damaged electrical conduit and/or wiring that has a direct impact on life safety or other critical building systems

Elevator

- Hydraulic elevator valve replacement

Fire Alarm Systems

- Any fire alarm system impairment partial or complete system

Fire Protection Systems

- Sprinkler leaks causing property damage
- Sprinkler leaks causing business disruption
- Any condition causing a sprinkler impairment
- Kitchen hood fire protection systems discharge or impairment

Gas

- Repair of gas pipe that is leaking and cannot be isolated as outlined in notes below
- Repair/replace damaged combustion venting systems (flues)
- Permits to support emergency mechanical or plumbing permits

Mechanical

- Replacement of facility A/C (no air conditioning at all)
- Replacement of refrigeration equipment (failed equipment which may cause loss of product/use)
- Replacement of commercial kitchen exhaust or make-up air equipment
- Repair of broken chilled water, heating hot water, or refrigeration piping which affects the operation of air conditioning, heating or refrigeration systems
- Repair/replace damaged combustion venting systems (flues)
- Repair or replace damaged fire dampers, smoke dampers or combination fire/smoke dampers
- Repair or replacement of smoke control system exhaust, general exhaust and make-up air fans where operation of such fans impact occupant comfort or safety

Plumbing

- Broken water line
- Potable water heater replacement (no/limited hot water)
- Sanitary sewer repair (damaged or broken sewer lines)
- Repair/replace damaged combustion venting systems (flues)
- Other damage to potable, sanitary or reuse piping systems which may render a building, or portion of a building unsafe or unsanitary

Swimming Pools

- Pool and spa heater replacements (when temperatures are below 70°F)

SITUATIONS THAT DO NOT QUALIFY AS AN EMERGENCY

The following situations do not constitute as an emergency repair:

- Planned work
- A project that is behind schedule
- Damage does not prevent a facility from being in operation/occupied or, immediate damage can otherwise be mitigated by removing an appliance/equipment from operation or isolation of the damaged section of piping or fixtures

*All applications shall be submitted electrically by an approved registered user of Accela Citizen Access (ACA): <https://permitting.oversightdistrict.org/CitizenAccess>. Additional forms and policies can be found on the Building Department website at: www.oversightdistrict.org/building-department/. For additional information, contact the main permitting office at: permitting@oversightdistrict.org.