



1565 – 2015  
450 years

# City of St. Augustine



St. Augustine, Florida  
Nation's Oldest City

Public Works

## UTILITY CONNECTION FEES PAYMENT POLICY

Updated January 19, 2018

**PROJECT CATEGORY 1:** Platted single-family and multi-family subdivisions; Apartment complexes; Platted industrial or office park subdivisions; All projects where utility infrastructure shall be constructed prior to building permits.

**Upfront Hard-Cost Fees are Due:** After City Public Works plan approval; prior to construction commencement and prior to scheduling City pre-construction meeting. (Hard-Cost fees shall be paid no more than 6 months before construction commencement for each project phase.)

[Upfront hard-cost fees may include but are not limited to Taps and Inspections.]

**Flow-Based Fees are Due:** Prior to a building permit being issued.

[Any additional "hard costs" necessary depending on specific utility installation will also be collected with building permit and may include but are not limited to Meters, Taps, Inspections, Right-of-Way Restoration, Permits.]

**PROJECT CATEGORY 2:** Shopping centers; Strip malls; Any other commercial, institutional or residential development, improvements or modifications, where utility infrastructure is already in place and only service line connections or meters are needed.

**Flow-Based fees AND all Hard-Costs are Due:** After City Public Works plan approval; prior to building permits being issued. (Hard-Cost fees shall be paid no more than 6 months before construction commencement for each project phase.)

**About Flow-Based Utility Assessment Fees:** Payment of flow-based fees reserves capacity with the City\*. The City does not permit "shell buildings". A specific use, pursuant to City Code Section 26-53 must be identified and clearly delineated on the approved building plans. Flow-based fees are a one-time fee to reserve treatment capacity for a specific property. \*Once paid, these fees are subject to City Code Section 26-51(e) regarding expiration and refunds. Paid Flow-Based Fees cannot be transferred to another property.

**City Public Works Plan Approvals:** Plan approvals are valid for **two years** from date of Public Works approval letter. At the end of two years, if construction has not started and progressed in a logical, diligent manner; if significant work stoppage has occurred; then plan approval expires. Work stoppage means an unplanned (non-phased) significant time period where construction has stopped and utilities were not accepted by the City. Additional approvals will be required and additional fees may be charged to restart construction after work stoppage.

*(For purposes of this policy, "utility infrastructure" is defined as water mains, gravity sewer mains, wastewater force mains and pump stations.)*