



A Property Owner's Guide to Mandatory Sewer Connection Phillippi Creek Septic System Replacement Program

It's time to connect!

Thank you for your patience during construction of the sewer system in your neighborhood. The system is now ready for your home or commercial property to be connected to central sewer service and your septic system properly abandoned. Sarasota County Ordinance No. 2006-093, codified as Section 126-58 of the Sarasota County Code, requires connection to the county's central sewer system within 365 days of receiving notice of availability. Incentives to connect within 90 days are available as outlined on page 5. Failure to comply will result in code enforcement action, such as penalties, fines, fees, discontinuation of existing utility services provided by Sarasota County, and any other remedy available under Sarasota County Ordinance 2006-093.

**Please follow these step-by-step instructions for single-family homes.
Call 941.861.6790 if you have questions.**

Step 1: Are you going to finance your \$2,031 sewer capacity fee through the county?

If yes, then proceed to step 3.

If no, then proceed to Step 2.

Step 2: Are you going to apply for assistance with limited income?

If yes, please contact Office of Housing and Community Development at 941.951.3640 for further information.

If no, please proceed to Step 4.

Step 3: Contact Utilities Permitting at 941.861.0629 to discuss installment payment requirements and final connection fee amounts. Should you wish to visit our office to complete the required documentation, please contact Utilities Permitting at 941.861.0629 to schedule an appointment. Notary service is available at our office.

You will need to provide us:

- Completed application for sewer service (enclosed as page 7)
- Completed application for installment payment plan (enclosed as pages 8 & 9)
- Photo identification such as a drivers license
- Most recent property tax bill
- Cash or check, payable to **Clerk of Court**, for recording fees and intangible tax. (This amount varies based on the amount financed. Contact us at 941.861.0629 for the exact amount.)

Please note – if you qualify for septic tank replacement credits, see page 5. Utilities staff will assist you in calculating credits and your credit options.

Step 4: Contact Utilities Permitting at 941.861.0629 to obtain the final amount required for the sewer connection fees.

You will need to provide us:

- Completed application for service (enclosed as page 7)
- Check, payable to **Board of County Commissioners**, for the full amount as provided to you by Utilities Permitting, 941.861.0629. A receipt will be mailed to you.
- Mail the completed application and check to **Sarasota County Utilities Customer Service, P.O. Box 2553, Sarasota, FL 34230** or you may deliver your application to our office at 2817 Cattlemen Road, Sarasota. A receipt will be mailed to you.

Step 5: Perform the on-lot work. You will need to:

- Contact licensed plumbers for estimates on abandoning your septic system; installing piping from the sewer pipe at the property line to your house; making the connections; and securing the required permits and inspections.
- Homeowners who reside at the property may conduct all of this work except abandoning the septic system, which must be performed by a state-licensed contractor. Homeowners intending to perform their own on-lot work should call 941.861.6770 for further permitting information.
- Plumbers must apply for the plumbing permit from Planning and Development Services at 941.861.6770. The permit fee is \$40. This permit can be applied for on line at www.scgov.net.
- Plumbers must apply for the septic tank abandonment permit from the Department of Health at 861.6133. The permit is \$40 and must be applied for at the Department of Health offices, 1301 Cattlemen Road, Sarasota.
- Plumbers install the piping from the sewer pipe at the property line to the house.
- The septic tank must be pumped out and properly abandoned.

Step 6: The following inspections are required:

- Plumbers **must** call Utilities Customer Service at 941.861.0573 to schedule the vacuum connection and/or valve inspection. Please have the plumbing permit number available when you call. The vacuum valve is a key element of the vacuum sewer system: the system cannot function without the valve. A Utilities representative will install the valve and inspect the connection. **Please note: All inspection requests received before noon will be performed the following business day from 9:00 a.m. to 5:00 p.m., Monday through Friday.**
- Plumbers must call Permitting and Inspections at 941.861.6601 to schedule a plumbing inspection.
- Plumbers must call the Department of Health at 941.861.6133 to schedule the inspection for the septic tank abandonment. This inspection must be performed within ninety (90) days of issuance of the permit.

Step 7: Early Connection Incentive

If connection is completed within ninety (90) days of this notification, you may apply for the early connection incentive described on page 5. Please provide original plumbing receipts and copies of the plumbing permit and septic tank abandonment permit to Utilities Permitting. Mail receipts to P.O. Box 2553, Sarasota, FL 34230 or deliver to Utilities Customer Service, 2817 Cattlemen Road, Sarasota.

Useful contact information			
Agency	For assistance with	Phone	Address
Utilities Customer Service	General Utilities Customer Service Inquiries	941.861.6790	P.O. Box 2553 Sarasota FL 34230
	Plumbers: schedule vacuum connection and/or valve inspection; have plumbing permit number available	941.861.0573	P.O. Box 2553 Sarasota FL 34230
Office of Housing and Community Development	No-interest loan for income-eligible homeowners	941.951.3640	111 South Orange Avenue Sarasota, FL 34236
Permitting and Inspections	Schedule a plumbing inspection	941.861.6601	1301 Cattlemen Road Sarasota, FL 34232
Planning and Permitting Department	Plumbing permit	941.861.6770	Apply online at www.scgov.net
Sarasota County Dept. of Health	Schedule inspection for septic tank abandonment Septic tank abandonment permit	941.861.6133	1301 Cattlemen Road Sarasota, FL 34232
Utilities Permitting	Final connection fee amounts Installment payment requirements and appointment	941.861.0629	P.O. Box 2553 Sarasota FL 34230

Detailed information about the Phillippi Creek Septic System Replacement Program is available online <http://sewers.scgov.net>.

Customer Costs

Single-family homes that are required to connect to a central sewer system when the service becomes available in their neighborhood are subject to fees as follows:

1 Capacity fee - customer's share of costs to build and maintain wastewater treatment plants and related facilities. New customers that connect to the county's central sewer system pay this fee. The current capacity fee is \$2,031 per single-family residence.

2 Non-ad valorem assessment - based on a portion of costs the county incurs to build the system. This assessment starts the year that central sewer service is made available to the property, and appears on the property tax bill at \$165 each year for 20 years. This assessment also may be paid up front for \$2,345.

3 Sewer deferred standby fee - \$8.28 per month from December 2003 until date of application for service. This fee is due in full when application for service is made. It represents the county's effort to fairly assign system construction costs and associated debt for all sewer connections countywide.

4 Rate surcharge - \$19 monthly for 20 years to offset the remainder of costs involved in construction of sewer collection system.

5 Monthly wastewater service charges - based on water use.

6 On-lot expenses - for abandoning customer's septic system and connecting the home to central sewer system will vary. Property owner pays this cost directly to the plumber hired to perform the work. Amounts will vary depending on site-specific conditions.

7 Assistance for customers with limited income-For owner-occupied properties with income-eligible homeowners, fees may be paid through a no-interest, deferred payment loan offered by the Sarasota Office of Housing and Community Development. Assistance is limited and applications are accepted on a first-come, first-served basis. Call 941.951.3640 for program details

Estimated Costs				
	Item	One-time cost if paid up front	Cost if financed	Other / notes
1	Capacity fee	\$2,031	20 years at 3% interest; billed at \$11.26 per month ¹	One-time fee of \$11.41 payable to Clerk of Court is required if financing the capacity fee only.
2	Non-ad valorem assessment	\$2,345	\$165 billed annually with property taxes for 20 years ²	This assessment also applies to vacant lots.
3	Sewer deferred standby fee	\$8.28 per month from December 2003 until date of application for service –	N/A	This fee can be paid in full at the time application for service is completed or included in financed amount.
4	Rate surcharge	N/A	\$19 billed monthly for a 20-yr period	This surcharge also applies to vacant lots.
5	Monthly wastewater service charge	Wastewater service charge is subject to change	N/A	Estimated charge is \$34 - \$50 per month, based on average water use of 3,000 - 5,000 gallons; customers using wells for drinking water pay a flat fee of about \$42 per month
6	On-lot expenses	Varies, dependent on lot size		

¹ The capacity fee balance may be paid in full at any time with no penalty. The county requires this fee to be paid in full if the property is sold. The capacity fee is financed through Sarasota County Utilities and is offered to all customers.

² Non-ad valorem assessment balance may be paid in full at any time with no penalty. The county does not require this assessment to be paid in full if a property is sold. The new owner may assume payments on balances due. Mortgage holders may have different requirements. If paid over time, the non-ad valorem assessment is collected and enforced by the Tax Collector the same as property taxes.

Information is subject to change.

Assistance for Customers with Limited Income

For owner-occupied properties with income-eligible homeowners, the capacity fee, non-ad valorem assessment, on-lot expense and required permit fees may be paid through a no-interest, deferred payment loan offered by the Sarasota Office of Housing and Community Development. Home values may not exceed \$304,223. This program pays the county and the plumber directly. It cannot reimburse the property owner for any expenses. Assistance is limited and applications are accepted on a first-come, first-served basis. Please call 941.951.3640 for information. Enclosed is a pamphlet describing the requirements.

Early Connection Incentive

If the following requirements are met, the county will reimburse property owners up to \$1,000 per connection toward on-lot costs associated with abandoning the septic system and installing a pipe to connect the house drain to the central sewer system. Within 90 days of receiving Notice of Availability, the homeowner must have completed the following:

- Applied for sewer service.
- Met the utility security deposit requirements.
- Provided an original invoice from a Florida licensed plumber for the on-lot work and/or submit original receipts for materials if the homeowner performs part of the work. Photocopies of invoices or receipts will not be accepted. Labor by the homeowner is not reimbursable, only material costs.
- Provided proof that your property has passed the plumbing and septic tank abandonment inspections by Planning and Development Services and the Department of Health, respectively.

If the property owner has made all reasonable efforts to connect the property to the county system within the 90-day period but, through circumstances beyond the property owner's control, connection cannot be made within that 90-day period, the property owner may contact Utilities Permitting to request an extension, not to exceed 45 days. Please call 941.861.0629 for instructions on requesting an extension.

If the aforementioned requirements are met, the county will generate a rebate check and mail it to you within 15-21 business days. If you owe any money to Sarasota County Utilities for any previously existing utility account, that amount will be subtracted from the rebate amount.

Credit for Septic System Repair or Replacement

We will credit your utility account if you have had septic system repairs permitted by the Department of Health within the last ten (10) years that cost \$1,000 or more, and you can provide the county with proof of payment for the work. The maximum credit is based on when the repair or replacement cost was incurred and cannot exceed \$1,560.* If approved, this credit would first be subject to any monies due Sarasota County Utilities (including financed amounts).

Period from date of repair to date of Notice of Availability	% of Reimbursable	Maximum Amount of credit Available*
1 year	95%	\$1,560
2 years	90%	\$1,478
3 years	85%	\$1,396
4 years	80%	\$1,314
5 years	75%	\$1,232
6 years	70%	\$1,149
7 years	65%	\$1,067
8 years	60%	\$985
9 years	55%	\$903
10 years	50%	\$821

*In no event shall the credit exceed the costs of repair. The incentive and credit will be applied to one septic system per property.

Plumbers that attended workshop

The following licensed plumbers have attended a workshop that provided information about the vacuum sewer system installed in your neighborhood. This list confirms the plumbers' attendance only and is not a guarantee or warranty of the qualifications or expertise of those listed. This list is not intended to imply endorsement by the county of any contractor. Any licensed plumber is qualified to perform this work. Homeowners may select any plumber of their choice provided they perform this type of work.

Homeowners are encouraged to seek several estimates for on-lot work and check references on potential contractors. This list is provided as a service to homeowners and the county is not responsible for errors or omissions.

<u>Company Name</u>	<u>Phone Number</u>
AM PM Plumbing	941.358.3355
Aqua Tech Plumbing Contractors, Inc.	941.484.0263
Blue Septic Tank Services	941.758.0674
Bob Rizi Plumbing	941.924.4895
C.Y Blue Plumbing	941.722.2702
County Plumbing	941.493.2211 or 941.924.8277
Davenport Plumbing	941.378.1348
Don Large Plumbing, Inc.	941.921.6293
Doug's Royal Flush	941-371-4004
Excell Plumbing Services	941.923-8338
First Plumbing & A/C of Florida, Inc.	941.921.9499
General Plumbing Services, Inc.	941.923.8140
Gulfcoast Plumbing	941.921.3505
Jim Blanton	941.924.1697
North Port Plumbing, Inc.	941.429.8200
Oneco Plumbing	941.756.0922
Pete Kelley Plumbing	941.747.4791
Professional Plumbing & Design	941.355.5400
Poseidon Plumbing	941.224.8946 or 941.730.7343
Rohaley & Sons Plumbing Contractors, Inc.	941.475.9606
Ron Horn Plumbing, Inc.	941.924.3057
Tom Barriere Plumbing, Inc.	941.423.8223
Thomas Blanton Plumbing	941-322-8667
Water Equipment Services, Inc.	941.371.7617
Walker Plumbing	941-352-7536
Wimpy's Dependable Plumbing	941.322.1911
TY Clark Plumbing	941.922.6290

List revised: 6/11/07

APPLICATION FOR SEWER SERVICE

SARASOTA COUNTY UTILITIES

Sarasota Office: 2817 Cattlemen Road - Sarasota

Return Completed form by Mailing to: P.O. Box 2553, Sarasota, FL 34230-2553

Customer Service: 941.861.6790

Please read and complete the information below. Indicate exactly how you would like the name on the account. If you already have a water account at this address, the existing account information will be used even if the account is under a tenant's name.

PLEASE PRINT LEGIBLY Current Account Number if applicable:

Owner's Last Name: _____ First Name: _____ MI _____

If Commercial, account name of Business: _____

Service Address: «LOCN» «LOCS»

Owner's Address (if different): _____

City: _____ State: _____ Zip: _____ - _____

Local Home Phone: () _____ Other Home Phone: () _____

Business Phone: () _____ Alternate Phone: () _____

Social Security Number: _____ - _____ - _____

Security Deposit Requirements: A security deposit is required to establish a new account with the Utilities Department. If you currently have an account with Sarasota County Utilities and the account is in good standing a security deposit is not required. If a deposit is required this will be billed on your next monthly billing statement. The security deposit for sewer service for a single family home is \$75.00.

Applicant Signature: _____ Date: _____

FOR OFFICE USE ONLY:

PID: «PID»

Account Number: «ACCTNO»

Date sewer service to start: _____

Service added to Location date: _____

Notes: _____

**Application for Installment Payment Plan
Sarasota County Government**

Note: Valid identification and proof of property ownership required.

Owner/Applicant Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: Home: _____ Work: _____

Property ID: «PID» Property Address: «LOCN» «LOCS»
Legal Description (A complete legal description must be provided): _____

PLEASE CHECK BELOW THE TYPE OF OCCUPANCY RELEVANT TO THIS APPLICATION

Residential: Single Family [] Multi-Family [] Duplex []

No. of Living Units: _____ Master Metered [] Individual Meters []

Commercial: Office [] Retail [] Other: _____

I (We) the undersigned do hereby certify that I am (we are) the owner(s) of the above described real property and agree to the terms provided herein as established by Sarasota County Ordinances 72-30, 85-90, 89-372 (Rules and Regulations) and 91-59 and Resolution R2003-285 or as these may be amended.

Applicant's Signature: _____

Co-Applicant: _____ Date: _____

This application is approved by the Utilities Department, thereby creating an obligation to reserve capacity in the county utility system for which the installment agreement is issued and provide sewer service to that property. The above signed person(s) have qualified for the installment payment plan and I have verified identification by photocopy of proof attached.

Utilities Department
Representative: _____ Date: _____

FOR OFFICE USE ONLY:

ACCOUNT NUMBER: «ACCTNO»

PID: «PID»

Installment Number: _____ Capacity Fee Amount \$ _____

No of Payments: _____ Deferred Standby Fee Amount \$ _____

Total Financed \$ _____

Intangible Tax: \$ _____
Documentary Tax Stamp: \$ _____
Total: \$ _____

REAL PROPERTY LIEN

This Real Property Lien is made and given this _____ day of _____, _____, in favor of SARASOTA COUNTY, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY", by _____ hereinafter referred to as "OWNERS".

WHEREAS, Owners are owners of real property located in Sarasota County more particularly described as follows: _____ «PID» _____ «LOCN» «LOCS» _____ and

which property hereinafter referred to as the "Property".

WHEREAS, Owners, in accordance with the Installment Payment Application on file with the Sarasota County Utilities Department, hereby agree to pay to the County utility fees and charges in the principal amount of \$ _____, together with interest thereon at a rate of three percent (3%) per annum simple interest in equal monthly payments of \$ _____ commencing on the next billing date for the month of _____, _____ and continuing thereafter approximately on the same day of each successive month until _____, on which date the entire unpaid principal balance, together with accrued interest, shall be due and payable. All payments shall be applied first to accrued interest and then principal. All payments are due and payable on the due date at the Sarasota County Utility Department, 1301 Cattlemen Road, Sarasota, Florida 34232 (Address subject to change). All sums not paid on the due date shall bear interest at the highest rate allowable by law from the due date until paid. Upon transfer of beneficial title to the real property (i.e. sale) the Owners agree to pay the remaining installment balance in full.

Owners agree to pay all costs of collection and of foreclosing the lien against the property, including reasonable attorneys' fees, which costs shall be added to the lien amount. Owners waive presentment demand, protest of demand, protest and nonpayment. The obligations of owners shall be joint and several.

NOW THEREFORE, to secure the performance and observance by Owners of the agreements made herein and in the Application and in order to charge the Property with such payment and for and in consideration of County providing central water and/or wastewater utility service to the Property, Owners do hereby grant unto County a lien upon the Property for all unpaid sums due under this agreement and the Application. Owners covenant and agree that County shall have the right to enforce and foreclose this lien against the Property in the manner provided by law for foreclosing judgment liens. The covenants and agreements contained herein shall bind Owners, their successors and assigns forever and shall run with the title to the Property.

Witness
(Print or Type Name)

Owner
(Print or Type Name)

Witness
(Print or Type Name)

Co-Owner
(Print or Type Name)

STATE OF FLORIDA
COUNTY OF SARASOTA COUNTY

Subscribed and sworn to (or affirmed) before me this _____ day of _____, _____
by _____ who has/have produced _____ as identification.

(Notary Signature)

(Print or Type Name)

Notary Public Commission No. _____