



CITY OF EUSTIS Development Incentive Program (Water & Sewer Impact Fee Waiver) Information & Application Submittal Checklist

Program Information	
Purpose	Promote new development that increases the value of property within the City limits and provides additional economic development opportunities.
Program	Waives contractor/developer/property owner responsibility to pay water and sewer impact fees for new construction within the City limits, subject to eligibility requirements and limitations below.
Eligibility	Contractors, developers, or property owners must submit an application to participate in the incentive program between May 1, 2018 and April 30, 2020 in order to be eligible for the program; waivers subject to meeting conditions based on property condition/timeframes.
Property Condition and Timeframes for Eligibility	
Property Type	Timeframes for Compliance/Eligibility
Platted/Infill Lots in City Limits	Following City receipt of application to participate in incentive program, building permit submitted and issued (including payment of permit fee/other applicable impact fees) by June 30, 2020.
Property Requiring Annexation (No Subdivision Necessary)	Annexation completed within six (6) months of City receipt of application to participate in development incentive program. Water and sewer impact fees to be waived for new construction building permits submitted and issued (including payment of permit fee and other applicable impact fees) for 2 years following annexation.
Property in City Limits Requiring Subdivision	Preliminary Plat approval complete within two (2) years of City receipt of application to participate in development incentive program. Infrastructure certified complete within four (4) years of application. Water and sewer impact fees to be waived for new construction building permits submitted and issued (including payment of permit fee and other applicable impact fees) for 2 years following construction completion certification for infrastructure construction.
Property Requiring Annexation into the City Limits and Requiring Subdivision	Annexation completed within one (1) year of City receipt of application to participate in development incentive program. Preliminary Plat approval complete within three (3) years of application. Infrastructure certified complete within five (5) years of application. Water and sewer impact fees to be waived for new construction building permits submitted and issued (including payment of permit fee and other applicable impact fees) for 2 years following construction completion certification for infrastructure construction.

Program Limitations

1. The City of Eustis may require sewer and water connection for new subdivisions where sewer is available within one (1) mile, and reserves the right to require a developer's agreement, including provisions for payment of proportionate fair share for sewer extensions to serve such new subdivisions.
2. The City Manager is authorized to suspend this program at any time should he/she determine the Water and Sewer Fund net position can no longer sustain the program.

Ineligible Properties

Properties that have not been annexed into the City limits in keeping with the project eligibility and timeframe compliance requirements.

Ineligible Projects

Projects for which the City has received building permit application prior to receipt of a development incentive application.

****Failure to submit a development incentive application prior to building permit application submittal disqualifies a project from receiving the benefit of this waiver program.***

Projects that do not involve new construction.

Minimum Application Submittal Requirements

Incomplete applications will NOT be eligible for this program.

_____ Fully Completed and Signed Application Form

_____ Project Completion Schedule

_____ Any Other Documents You Want to be Considered as Part of this Application

Development Incentive Process

1. Applications will be accepted between May 1, 2018 at 8:00 a.m. and April 30, 2020 at 5:00 p.m.
2. Development Services will issue a confirmation letter to include critical dates required to maintain eligibility to receive incentive.
3. Contractor/developer/property owner to submit copy of confirmation letter with building permit application(s) to receive benefit of this program.



City of Eustis
Development Incentive Application
(Water & Sewer Impact Fee Waiver)
 Development Services Department
 P.O. Drawer 68 (4 N. Grove Street)
 Eustis, FL 32726
 Phone: (352) 483-5460

Office Use Only		
Received:		
Date	Time	By
Application Complete:		
Yes	No	By

Applicant Information

Contractor/Developer/Property Owner Name	
Business Address (Physical Location) including suite number if applicable	
Mailing Address (if different from physical location)	City State Zip Code
Business Telephone Number	Email Address
Primary Contact Person's Name	Primary Contact Person's Preferred Contact (Telephone/Email)

Project Information

Project Name	Estimated Construction Cost
Project Location	Project Type
Property Alternate Key Number	Requesting Water and/or Sewer Impact Fee Waiver

Detailed Description of Project

Applicant Signature _____ Date _____

Print Name _____ Title _____

Did You Remember to Attach?

- Project Completion Schedule
- Any Other Documents You Want to be Considered as Part of this Application