



# City of Casselberry

## Special Projects Coordinator

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95 Triplet Lake Drive, Casselberry, Florida 32707 ▪ Telephone (407) 262-7725, Ext. 1237  
Fax (407) 262-7767 ▪ Email kroberts@casselberry.org

January 1, 2010

### ***RE: Informational Guide for Impact Fees***

Dear Builder/Owner:

The City Commission adopted Road, Water, Sewer, Police, Fire, and Parks and Recreation impact fees to fund the necessary growth-related improvements to City facilities and services. The City's impact fees are based on land/building use, as related on the following pages. The City will provide an Impact Fee Statement (see attached application) to an interested customer or resident, which estimates the City impact fees that will be owed at the time of building permit issuance. Please note that the City impact fees are separate from fees that may be required by Seminole County. Contact Sandy Neminski with Seminole County government at (407)665-7474 to discuss the County impact fee program.

You should contact the City of Casselberry's Public Works Department if:

- Your type of building/land use is not clearly one of the Land Use Categories listed on the fee schedule;
- You have multiple businesses located on the same property;
- You believe your impact is less than the standard assumptions; or
- You believe a Credit against the road impact fee should be given because of proposed off-site improvements to one of the designated roads.

Requests for determinations (including, but not limited to credits and reduced impact) must be made prior to applying for your building permit. In all cases, we encourage you to raise questions as early as possible.

Complete copies of the City's ordinances and the supporting technical studies are available for public review and are also available with a small charge for reproduction and mailing by contacting the City Clerk, at (407) 262-7745, extension 1133.

ALL fees, including those owed to Seminole County, are assessed at the time of issuance of a building permit by the City of Casselberry.

Please feel free to contact me with any questions, at (407) 262-7725, extension 1237.

Sincerely,

Kelly Roberts, AICP, LEED AP  
Special Projects Coordinator



## APPLICATION FOR IMPACT FEE STATEMENT

This application must be completed in its entirety to be processed.  
Submittal of site and/or construction plans is optional, but will allow the City to provide the most accurate assessment of fees.

**Application Number:** \_\_\_\_\_

### SUBJECT PROPERTY INFORMATION

Property Address: \_\_\_\_\_

Tax Parcel ID Number: \_\_\_\_\_

Property Location:     Inside City Limits     Outside City limits

County:                     Seminole                     Orange

### OWNER INFORMATION

Property Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### AGENT INFORMATION

Agent Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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Current Use of the Property: \_\_\_\_\_

Proposed Use of the Property: \_\_\_\_\_

Any Known Prior Uses of the Property: \_\_\_\_\_

Residential Uses:        Number of existing dwelling units: \_\_\_\_\_

                                  Number of proposed dwelling units: \_\_\_\_\_

All Other Uses:         Existing square footage: \_\_\_\_\_

                                  Proposed new square footage: \_\_\_\_\_

*Note: This request is only an estimate of the City impact fees. This Impact Fee Statement does not include the impact fees that will be owed to Seminole County. All impact fees must be paid to Seminole County, in addition to the City of Casselberry, prior to issuance of a building permit.*

**Owner/Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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## **Construction Requiring an Impact Fee Assessment**

### **Impact Fees are assessed for:**

1. All new construction;
2. Mobile homes, unless a mobile home was on the site previously;
3. Any addition or expansion that will result in new units. For example: Additional dwelling units for residential, additional square footage for offices, additional pumps at a gas station, etc.; or
4. Remodeling or alteration, even if there is no expansion to the building, which is done in order to:
  - \* Increase the number of dwelling units (e.g. converting a duplex to a triplex).
  - \* Allow a change in the use of a building (e.g. converting a single-family residence to an office).

### **Impact Fee assessments are not made for:**

1. Accessory-only structures or minor permits, including:
  - \* Temporary construction trailers;
  - \* Swimming Pools;
  - \* Screen rooms/porches for residences;
  - \* Signs;
  - \* Wells or Septic Tanks;
  - \* Accessory structures on residential lots (e.g. sheds);
  - \* Interior remodeling, such as moving a wall, provided that there is no change in use, addition of dwelling units, or additional square footage;
  - \* Driveway or parking lot paving;
  - \* Change of electrical service;
  - \* Re-roofing of existing structures;
  - \* Repair or replacement of mechanical systems, wiring or plumbing;
  - \* Any sub-permit to new construction; or
  - \* Permits for historical documentation.

#### **Note:**

Please be as clear as possible on your Building Permit Application about any prior use(s) on the property. This will assist City staff in making a correct assessment of the impact fees due, including providing appropriate credit for the previous use(s).

#### **Additional Note:**

A Seminole County Impact Fee Assessment Statement is required for all permits. This statement can be obtained by contacting the Seminole County Development Review Division at (407)321-1130, extension 7330. Seminole County Impact Fee Assessments are only valid in conjunction with the City's immediate issuance of a building permit. Please plan ahead to coordinate this review with Seminole County. The City cannot issue a permit without the Seminole County Impact Fee Statement, even if no County impact fees are due.



## Road Impact Fee Schedule

Summary by Land Use

Effective January 1, 2001 – Citywide – Page 1 of 2

<b>Land Use Category</b>	<b>Impact Fee Rate</b>
<b><u>Residential</u></b>	
Single Family Detached Home	\$709.40 /per dwelling unit
Apartment	491.83 /per dwelling unit
Condominium	434.12 /per dwelling unit
Mobile Home	357.00 /per dwelling unit
Hotel	673.14 /per room
Motel	460.68 /per room
<b><u>Commercial/Recreational</u></b>	
Golf Course	\$2,372.84 /per hole
Multi Purpose Recreational	6,000.53 /per acre
Movie Theater	10,180.83 /per screen
Gambling/Video Lottery	7,133.33 /per 1,000 square feet
Racquet Clubs	1,024.01 /per 1,000 square feet
Bowling Alley	2,213.49 /per 1,000 square feet
<b><u>Institutional</u></b>	
Private School	\$634.32 /per 1,000 square feet
Church	558.74 /per 1,000 square feet
Day Care Center	1,457.10 /per 1,000 square feet
Library	2,068.44 /per 1,000 square feet
<b><u>Medical</u></b>	
Hospital	\$1,285.50 /per 1,000 square feet
Nursing Home	200.72 /per bed
<b><u>Office</u></b>	
Office <100,000 square feet	\$1,195.10 /per 1,000 square feet
Office 100,000 - 200,000 square feet	925.44 /per 1,000 square feet
Office > 200,000 square feet	865.68 /per 1,000 square feet
Medical Office	2,768.65 /per 1,000 square feet
Post Office	3,655.27 /per 1,000 square feet
<b><u>Retail</u></b>	
Specialty Retail	\$2,106.75 /per 1,000 square feet
Discount Store	2,105.73 /per 1,000 square feet
Hardware Store	2,554.66 /per 1,000 square feet
Retail <50,000 square feet	2,329.94 /per 1,000 square feet
Retail 50,000 - 99,999 square feet	1,832.49 /per 1,000 square feet
Retail 100,000 - 199,999 square feet	1,754.67 /per 1,000 square feet
Retail 200,000 - 299,999 square feet	1,633.82 /per 1,000 square feet
Retail 300,000 - 399,999 square feet	1,818.19 /per 1,000 square feet
Retail 400,000 - 499,999 square feet	1,806.95 /per 1,000 square feet
Retail 500,000 - 999,999 square feet	1,610.83 /per 1,000 square feet
Retail 1,000,000 - 1,250,000 square feet	1,545.46 /per 1,000 square feet
Retail >1,250,000 square feet	1,507.67 /per 1,000 square feet



## Road Impact Fee Schedule

Summary by Land Use

Effective January 1, 2001 – Citywide – Page 2 of 2

### Retail (cont'd)

Restaurant: Quality	\$3,721.67	/per 1,000 square feet
Restaurant: Sit-down	4,287.04	/per 1,000 square feet
Restaurant: Drive-thru	11,794.73	/per 1,000 square feet
Drinking Place	5,729.85	/per 1,000 square feet
Auto Sales	1,220.13	/per 1,000 square feet
Service Station/Gas	3,994.40	/per fueling stall
Tire Store	1,016.35	/per 1,000 square feet
Supermarket	3,462.73	/per 1,000 square feet
Convenience Market: 24 hours	9,347.33	/per 1,000 square feet
Convenience Market: With Gas Pumps	10,019.44	/per 1,000 square feet
Home Improvement Super Store	1,210.42	/per 1,000 square feet
Drug Store	2,069.98	/per 1,000 square feet
Furniture Store	248.72	/per 1,000 square feet

### Services

Bank/Savings: Walk-in	\$2,557.21	/per 1,000 square feet
Bank/Savings: Drive-thru	4,334.54	/per 1,000 square feet

### Industrial and Agricultural

Light Industrial	\$534.73	/per 1,000 square feet
Manufacturing	292.65	/per 1,000 square feet
Wholesale Warehousing	516.35	/per 1,000 square feet
Mini-Warehouse	191.52	/per 1,000 square feet



## Parks & Recreation Fee Schedule

Summary by Land Use; Assessed to Residential Uses Only

Effective January 1, 2010 through December 31, 2010 – Citywide

### Residential

Single-Family Detached Home	\$928.82	/per dwelling unit
Apartment	928.82	/per dwelling unit
Condominium	928.82	/per dwelling unit
Mobile Home	928.82	/per dwelling unit



## Water & Sewer Connection and Benefit Fee Schedule

Summary by Land Use  
Effective October 1, 2009 – Citywide

	WATER BENEFIT FEE		SEWER BENEFIT FEE	
	City	County	City	County
<b>RESIDENTIAL</b>				
Single Family	\$1,220/unit	\$1,525/unit	\$2,076/unit	\$2,595/unit
Duplex (1 or 2 bedrooms)	\$1,016/unit	\$1,270/unit	\$1,729/unit	\$2,161/unit
Duplex (3 or more bedrooms)	\$1,220/unit	\$1,525/unit	\$2,076/unit	\$2,595/unit
Multi-Family (1 or 2 bedrooms)	\$1,016/unit	\$1,270/unit	\$1,729/unit	\$2,161/unit
Multi-Family (3 or more bedrooms)	\$1,220/unit	\$1,525/unit	\$2,076/unit	\$2,595/unit
Mobile Home (1 or 2 bedrooms)	\$814/unit	\$1,018/unit	\$1,385/unit	\$1,731/unit
Mobile Home (3 or more bedrooms)	\$1,016/unit	\$1,270/unit	\$1,729/unit	\$2,161/unit
<b>COMMERCIAL</b>				
Auditorium	\$21/seat	\$26/seat	\$35/seat	\$44/seat
Barber/Beauty Shop	\$366/operator	\$458/operator	\$623/operator	\$779/operator
Bowling Alley	\$406/lane	\$508/lane	\$691/lane	\$864/lane
<b>Food Service</b>				
Restaurant/Cafeteria	\$122/seat	\$153/seat	\$208/seat	\$260/seat
Restaurant/24 Hours	\$204/seat	\$255/seat	\$347/seat	\$434/seat
Restaurant/Fast Food	\$61/seat	\$76/seat	\$104/seat	\$130/seat
Bar/Cocktail Lounge	\$122/seat	\$153/seat	\$208/seat	\$260/seat
<b>Hotel/Motel (Not including food service)</b>	\$610/room	\$763/room	\$1,038/room	\$1,298/room
<b>Industrial Building (Not including food service/industrial flow)</b>				
Without showers	\$82/employee	\$103/employee	\$139/employee	\$174/employee
With shower	\$143/employee	\$179/employee	\$243/employee	\$304/employee
<b>Laundry</b>				
Self Service	\$1,626/machine	\$2,033/machine	\$2,767/machine	\$3,459/machine
<b>Office Building</b>				
	\$82/employee	\$103/employee	\$139/employee	\$174/employee
<b>Service Station</b>				
	\$1,220/bay	\$1,525/bay	\$2,076/bay	\$2,416/bay
with wash bay - <i>add</i>	\$3,904/bay	\$4,880/bay	\$6,643/bay	\$8,304/bay
with restroom - <i>add</i>	\$1,220/room	\$1,525/room	\$2,076/room	\$2,595/room
<b>Theater</b>				
	\$21/seat	\$26/seat	\$35/seat	\$44/seat
<b>Trailer Park (overnight)</b>				
	\$610/space	\$763/space	\$1,038/space	\$1,298/space
<b>Dentist</b>				
	\$1,016/Dr.	\$1,270/Dr.	\$1,729/Dr.	\$2,161/Dr.
Dentist - Wet Chair - <i>add</i>	\$814/chair	\$1,018/chair	\$1,385/chair	\$1,731/chair
<b>Doctor Office</b>				
	\$1,016/Dr.	\$1,270/Dr.	\$1,729/Dr.	\$2,161/Dr.
<b>Church</b>				
	\$21/seat	\$26/seat	\$35/seat	\$44/seat
<b>Hospital</b>				
	\$1,016/bed	\$1,270/bed	\$1,729/bed	\$2,161/bed
<b>Nursing Home</b>				
	\$509/bed	\$636/bed	\$866/bed	\$1,083/bed
<b>Day School</b>				
	\$101/student	\$126/student	\$172/student	\$215/student
<b>Boarding School</b>				
	\$305/student	\$381/student	\$519/student	\$649/student

**FOR ALL ESTABLISHMENTS NOT LISTED ABOVE:**

**Water Benefit Fees:** Multiply the number of Fixture Units by 25, divide by 350, then multiply by \$1,220 (in-City); Additional 25% added for those outside the City Limits  
 Examples: Within City Limits: 4 Drinking Fountains = 1 Fixture Unit → (1 x 25) ÷ 350 x \$1,220 = \$87.14  
 Unincorporated County: 4 Drinking Fountains = 1 Fixture Units → (1 x 25) ÷ 350 x \$1,220 = \$87.14 x 1.25 = \$108.93

**Sewer Benefit Fees:** Multiply the number of Fixture Units by 25, divide by 300, then multiply by \$2,076 (in-City); Additional 25% added for those outside the City Limits  
 Examples: Within City Limits: 4 Drinking Fountains = 1 Fixture Unit → (1 x 25) ÷ 300 x \$2,076 = \$173.00  
 Unincorporated County: 4 Drinking Fountains = 1 Fixture Unit → (1 x 25) ÷ 300 x \$2,076 = \$173.00 x 1.25 = \$216.25

WATER CONNECTION FEE (Based on Meter Size)	City		County		SEWER CONNECTION FEE (Based On Lateral Size)	City	County
	Same Side of Road	Opposite Side of Road	Same Side of Road	Opposite Side of Road			
3/4"	\$220	\$660	\$275	\$825	4" Lateral 6" Lateral	\$2,070 \$2,090	\$2,588 \$2,613
1"	\$270	\$730	\$338	\$913			
1 1/2"	\$320	\$780	\$400	\$975			
2"	\$400	\$890	\$500	\$1,113			
Over 2"	Actual Cost		Actual Cost				



## Fixture Unit Calculation Worksheet

Fixture Type	Number Proposed	X	Fixture Unit Value	=	Fixture Units
Bathroom, Group Private – flush tank		X	3.6	=	
Bathroom, Group Public – flush valve		X	8	=	
Bathtub, Private		X	1.4	=	
Bathtub, Public		X	4	=	
Bidet		X	2	=	
Combination Sink & Tray		X	3	=	
Dishwashing Machine, Private		X	2	=	
Drinking Fountain		X	0.25	=	
Kitchen Sink, Private		X	1.4	=	
Kitchen Sink – Hotel/Restaurant		X	4	=	
Laundry Tray		X	1.4	=	
Lavatory, Private		X	.7	=	
Lavatory, Public		X	2	=	
Service Sink Trap		X	3	=	
Shower Head, Public		X	4	=	
Shower Head, Private		X	1.4	=	
Urinal, Public – 1”		X	10	=	
Urinal, Public – ¾”		X	5	=	
Urinal, Public – Flush Tank		X	3	=	
Washing Machine, Private – 8 lb		X	1.4	=	
Washing Machine, Public – 8 lb		X	3	=	
Washing Machine, Private – 15 lb		X	4	=	
Water Closet, Public – flush valve		X	10	=	
Water Closet, Public – flush tank		X	5	=	
Water Closet, Private – flush valve		X	6	=	
Water Closet, Private – flush tank		X	2.2	=	
<b>TOTAL NUMBER OF FIXTURE UNITS</b>				=	

### **CALCULATION METHOD:**

**Water Benefit Fees:** Multiply the number of Fixture Units by 25, divide by 350, then multiply by \$1,220 (in-City); Additional 25% added for those outside the City Limits  
 Examples: Within City Limits: 4 Drinking Fountains = 1 Fixture Unit → (1 x 25) ÷ 350 x \$1,220 = \$87.14  
 Unincorporated County: 4 Drinking Fountains = 1 Fixture Units → (1 x 25) ÷ 350 x \$1,220 = \$87.14 x 1.25 = \$108.93

**Sewer Benefit Fees:** Multiply the number of Fixture Units by 25, divide by 300, then multiply by \$2,076 (in-City); Additional 25% added for those outside the City Limits  
 Examples: Within City Limits: 4 Drinking Fountains = 1 Fixture Unit → (1 x 25) ÷ 300 x \$2,076 = \$173.00  
 Unincorporated County: 4 Drinking Fountains = 1 Fixture Unit → (1 x 25) ÷ 300 x \$2,076 = \$173.00 x 1.25 = \$216.25



## Police Impact Fee Schedule

Summary by Land Use

Effective October 1, 2009 through September 30, 2010 – Citywide – Page 1 of 2

<b>Land Use Category</b>	<b>Impact Fee Rate</b>
<b><u>Residential</u></b>	
Single Family Detached Home	\$302.00 /per dwelling unit
Apartment	302.00 /per dwelling unit
Condominium	302.00 /per dwelling unit
Mobile Home	302.00 /per dwelling unit
Hotel	445.52 /per room
Motel	273.47 /per room
<b><u>Commercial/Recreational</u></b>	
Golf Course	\$981.61 /per hole
Multi Purpose Recreational	1,497.23 /per acre
Movie Theater	1,070.90 /per 1,000 square feet
Health/Fitness Club	260.16 /per 1,000 square feet
Racquet Clubs	536.44 /per court
Bowling Alley	506.92 /per 1,000 square feet
<b><u>Institutional</u></b>	
Private School	\$ 94.70 /per student
Church	119.81 /per 1,000 square feet
Day Care Center	1,464.38 /per 1,000 square feet
<b><u>Medical</u></b>	
Hospital	\$498.95 /per 1,000 square feet
Nursing Home	434.66 /per 1,000 square feet
<b><u>Office</u></b>	
Office	\$156.85 /per 1,000 square feet
Medical Office	382.07 /per 1,000 square feet
<b><u>Retail</u></b>	
Specialty Retail	\$389.38 /per 1,000 square feet
Discount Store	468.80 /per 1,000 square feet
Hardware Store	436.65 /per 1,000 square feet
Retail	379.97 /per 1,000 square feet
Restaurant: Quality	809.91 /per 1,000 square feet
Restaurant: Sit-down	1,062.57 /per 1,000 square feet
Restaurant: Drive-thru	1,920.07 /per 1,000 square feet
Auto Sales	249.14 /per 1,000 square feet
Service Station/Gas	309.02 /per fueling stall
Supermarket	782.75 /per 1,000 square feet





## **Police Impact Fee Schedule**

Summary by Land Use

Effective October 1, 2009 through September 30, 2010 – Citywide – Page 2 of 2

### **Retail (cont'd)**

Convenience Market: 24 hours	\$1,421.85	/per 1,000 square feet
Convenience Market: With Gas Pumps	1,604.57	/per 1,000 square feet
Home Improvement Super Store	290.77	/per 1,000 square feet
Drug Store	299.76	/per 1,000 square feet
Furniture Store	122.70	/per 1,000 square feet

### **Services**

Bank/Savings: Walk-in	\$312.65	/per 1,000 square feet
Bank/Savings: Drive-thru	421.82	/per 1,000 square feet

### **Industrial and Agricultural**

Light Industrial	\$ 37.44	/per 1,000 square feet
Manufacturing	33.63	/per 1,000 square feet
Wholesale Warehousing	32.04	/per 1,000 square feet
Mini-Warehouse	35.01	/per 1,000 square feet



## Fire Impact Fee Schedule

Summary by Land Use

Effective October 1, 2009 through September 30, 2010 – Citywide – Page 1 of 2

<b>Land Use Category</b>	<b>Impact Fee Rate</b>
<b><u>Residential</u></b>	
Single Family Detached Home	\$242.00 /per dwelling unit
Apartment	242.00 /per dwelling unit
Condominium	242.00 /per dwelling unit
Mobile Home	242.00 /per dwelling unit
Hotel	317.81 /per room
Motel	195.07 /per room
<b><u>Commercial/Recreational</u></b>	
Golf Course	\$700.22 /per hole
Multi Purpose Recreational	1,068.03 /per acre
Movie Theater	763.91 /per 1,000 square feet
Health/Fitness Club	185.59 /per 1,000 square feet
Racquet Clubs	382.67 /per court
Bowling Alley	361.61 /per 1,000 square feet
<b><u>Institutional</u></b>	
Private School	\$ 67.55 /per student
Church	85.46 /per 1,000 square feet
Day Care Center	1,044.61 /per 1,000 square feet
<b><u>Medical</u></b>	
Hospital	\$355.92 /per 1,000 square feet
Nursing Home	310.06 /per 1,000 square feet
<b><u>Office</u></b>	
Office	\$111.89 /per 1,000 square feet
Medical Office	272.56 /per 1,000 square feet
<b><u>Retail</u></b>	
Specialty Retail	\$277.76 /per 1,000 square feet
Discount Store	334.41 /per 1,000 square feet
Hardware Store	311.49 /per 1,000 square feet
Retail	271.05 /per 1,000 square feet
Restaurant: Quality	577.74 /per 1,000 square feet
Restaurant: Sit-down	757.97 /per 1,000 square feet
Restaurant: Drive-thru	1,369.66 /per 1,000 square feet
Auto Sales	177.73 /per 1,000 square feet
Service Station/Gas	220.44 /per fueling stall
Supermarket	558.37 /per 1,000 square feet



## **Fire Impact Fee Schedule**

Summary by Land Use

Effective October 1, 2009 through September 30, 2010 – Citywide – Page 2 of 2

### **Retail (cont'd)**

Convenience Market: 24 hours	\$1,014.27	/per 1,000 square feet
Convenience Market: With Gas Pumps	1,144.60	/per 1,000 square feet
Home Improvement Super Store	207.42	/per 1,000 square feet
Drug Store	213.83	/per 1,000 square feet
Furniture Store	87.53	/per 1,000 square feet

### **Services**

Bank/Savings: Walk-in	\$223.03	/per 1,000 square feet
Bank/Savings: Drive-thru	300.91	/per 1,000 square feet

### **Industrial and Agricultural**

Light Industrial	\$26.72	/per 1,000 square feet
Manufacturing	24.00	/per 1,000 square feet
Wholesale Warehousing	22.86	/per 1,000 square feet
Mini-Warehouse	24.97	/per 1,000 square feet