



CITY OF CLERMONT  
**DEVELOPMENT SERVICES DEPARTMENT**  
MEMORANDUM

TO: JPA Unincorporated Property Owner/Developer  
FROM: Development Services Department  
DATE: February 20, 2020  
RE: Utility Service Agreement – Application

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Properties proposed for development of any kind that are within the Joint Planning Area (JPA), and adjacent to the corporate City limits of Clermont should consider annexation as a first step for reviews.

Property owners/developers with developments being reviewed by Lake County should be aware that they shall be subject to a completely separate review and permitting process by the City upon annexation, in order to receive water and/or sewer utility services, and be able to proceed with the development. Any reviews or approvals completed by Lake County prior to any City utility approvals, shall be non-binding upon annexation. Annexation, review and approvals by the City are required.

In order to avoid two separate reviews (one by the County, and then one by the City), we highly recommend annexing first. Rezoning and comprehensive plan amendment may occur at the same time, as required by the City and Florida Statutes. Applications are available at the City's website: [www.clermontfl.gov](http://www.clermontfl.gov) under the Development Services Department section, *Applications and Forms*.

Properties that are not adjacent to the City limits, may request utility services by completing the **Utility Services Agreement Application**. Reviews at the County are subject to City reviews in accordance with JPA standards. Further conditions may be made part of the Utility Agreement. Utility Agreements are approved by the Clermont City Council.

If you have any questions regarding this review process or the application needed, please call the Development Services Department at (352) 394-4083.

***Do Not include this sheet with the application***



CITY OF CLERMONT  
**UTILITY SERVICE AGREEMENT**  
**APPLICATION**

For Utilities Outside of Municipal Boundaries & Determination of Capacity

<b>Date</b>			
<b>Applicant</b>			
<b>Contact Person:</b>			
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Telephone</b>	<b>Fax</b>		
<b>Email</b>			
<b>OWNER INFORMATION</b>			
<b>Owner's Name</b>			
<b>Owner Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Telephone</b>	<b>Fax</b>		
<b>Email</b>			
<b>AGREEMENT INFORMATION</b>			
<b>Party Responsible for Agreement</b>			
<b>Address of the Subject Property</b>			
<b>General Location of the Property (include Location Map)</b>			
<b>Area of the property: _____ acres</b>			
<b>Zoning:</b>		<b>County Future Land Use:</b>	
<i>Attach development orders, ordinances and staff reports by Lake County and the Florida Dept. of Economic Opportunity (DEO).</i>			
<b>Estimated Water Consumption (excluding irrigation): _____ gallons per day</b>			
<b>Estimated Sewer Consumption: _____ gallons per day</b>			
<b>Estimated Re-Use (Gray Water) Water Consumption: _____ gallons per day</b>			
<b>Attach a detailed description of project.</b>			
<b>Notes:</b>			



CITY OF CLERMONT
UTILITY SERVICE AGREEMENT
APPLICATION

Items required for submittal include one (1) copy of the following items:

- Signed original application and materials requiring for processing
Letter of capacity and utility line location from the City of Clermont Environmental Services Dept.
Phone: (352) 241-0178
Proposed Site Plan (if applicable)
Lake County Property Appraiser – Record Card
Location Map
Any applications currently on file with Lake County
Any Lake County staff reports
DEO or ECFRPC correspondence
Any information needed for determination of utility services requested

Applicant Name (print)

X Applicant Name (signature)

Owner Name (print)

X Owner Name (signature)

Prior to submitting an application, a meeting with the City of Clermont is required

To schedule a meeting please contact:

Development Services Department

Phone: 352-394-4083

A review by the Site Review Committee may be required, which would require 6 sets of site plans for review by staff. Upon the receipt of all necessary information and review by staff the request will be scheduled for the next available City Council regular meeting.

City of Clermont

Development Services Department

685 W. Montrose St.

P.O. Box 120219

Clermont, FL 34712-0219

(352) 394-4083 Fax: (352) 394 3542

03/09/2020