



City of Lake Helen Fee Schedule

Development Related Activity Review Fee Schedule

*All fees will be required at time of submittal. All costs incurred by the City for staff and consultant(s) review; plus all advertising, public notice and document recording costs will be charged to the initial deposit and any excess cost must be reimbursed to the city prior to final approval.

Annexation/De-Annexation	\$400.00 minimum *
Comprehensive Plan Amendment	
Small Scale Amendment	\$500.00 minimum *
Large Scale Amendment	\$1000.00 minimum *
Development Order/Agreement Amendment	\$250.00 minimum *
Development Plan	
Preliminary Application Conference and Concept Plan	\$100.00 minimum *
Preliminary Development Plan (if required) w/ one re-submittal allowed	\$500.00 minimum *
Final Development Plan (after Preliminary Plan approval) w/ one re-submittal	\$300.00 minimum *
Final Development Plan (w/o Preliminary Plan required) w/one re-submittal	\$800.00 minimum *
Each re-submittal after first allowed re-submittal	\$150.00 minimum *
Compliance Inspection for Development Certificate of Occupancy	\$150.00 minimum *
Each Compliance Re-inspection	\$50.00 minimum *
Subdivision	
Preliminary Application Conference and Concept Plan	\$100.00 minimum *
Preliminary Development Plan/Preliminary Plat	\$500.00 minimum *
Final Plat (after Preliminary Plan/Preliminary Plat approval) w/one re-submittal allowed	\$300.00 minimum *
Each re-submittal after first allowed re-submittal	\$150.00 minimum *
Engineering Inspection for Required Improvements	1% of the cost of improvements
Engineering Re-inspection	\$150.00 minimum *
Minor Replat	\$100.00 minimum *
Variance	\$200.00 minimum *
Rezoning	\$250.00 minimum *
Special Exception	\$200.00 minimum *
Appeal to City Commission	\$200.00 minimum *
Road Vacation	\$200.00 minimum *
Plat Vacation	\$200.00 minimum *
Request for Code Amendment	\$350.00 minimum *
Request for Letter of Comprehensive Plan Consistency Determination	\$15.00 minimum *
Request for Letter of Zoning District Consistency Determination	\$15.00 minimum *
Wetland Buffer Area Activity Permit	\$25.00 minimum *
Wetland Protection Area Activity Permit	\$25.00 minimum *
Lake Protection Area Activity Permit	\$25.00 minimum *
Land Clearing	\$150.00 minimum *
Lot Combination Letter	\$ 50.00 minimum *
Lot Split Letter	\$150.00 minimum *
DRC (Development Review Committee Meeting)	\$50.00 minimum *
Application to City Board	\$35.00 minimum *



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Zoning Review

Miscellaneous Permits	\$15.00 minimum *
Residential Permits	\$100.00 minimum *
Commercial Permits	\$150.00 minimum *

Local Business Tax Receipt Application Review

Local Business Tax Receipt Zoning Review of Application (Commercial)	\$60.00
Local Business Tax Receipt Zoning Review of Application (Residential)	\$35.00

Sign Fees (Per Resolution 97-2)

Sign Permit (Original)	\$42.00
Sign Permit (Renewal)	\$25.00

Alarm Fees

Alarm Permit - Commercial	\$40.00
Alarm Permit - Residential	\$20.00
False Alarm	\$20.00 for the first, second and third false alarms within one year
False Alarm	\$50.00 in excess of three (3) false alarms in any twelve month period
Failure to appear within one (1) hour	\$20.00 for the first, second and third false alarms within one year
Failure to appear within one (1) hour	\$50.00 in excess of three (3) false alarms in any twelve month period
Alarm Decal	\$10.00

Tree Fees (Per Resolution 97-2)

Tree Inspection	\$20.00 minimum *
Tree Recompense Value	\$30.00 per DBH
Maintenance Fee to Recompense	\$10.00 per DBH
Tree Permit	\$20 up to 3 trees. \$4 for each additional tree

**plus any additional costs incurred by the City for staff and/or consultant(s) review*

Facility Rentals

Hopkins Hall	Weekend Rate (Friday-Sunday & Holidays) \$300.00 plus Cleaning Upkeep Fee of \$100.00
Hopkins Hall	Weekday Rate \$150.00 plus Cleaning Upkeep Fee of \$50.00
Melissa Park Building	\$125.00 plus Cleaning Upkeep Fee of \$50.00
Shuffle Board Building	\$100.00 plus Cleaning Upkeep Fee of \$50.00
City Hall Conference Room	\$25.00 base fee / plus \$15.00 per hour for use over 2 hours
Mitchell Brothers Sports Complex Fields	\$30 for 3 hour use plus \$10 per hour for field lights
Equestrian Center (daily stall fee)	\$20.00 per stall per day
Equestrian Center (overnight stall fee)	\$45.00 for overnight stay

A security deposit in the amount of the rental fee is due at time of reservation.

Per City Ordinance 2004-09 the City Commission sets Park Hours from Sunrise to Sunset



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Other Fees

Notary Services	\$5.00
NSF Fee	\$30.00 or 10% of the amount of the check, whichever is greater
General Copying	15 cents per one-sided copy for paper copies that are 14 inches by 8 ½ inches or less and an additional 5 cents for two-sided copies or the actual cost of duplication of the public record whichever is greater

Dog/Cat Tags

Tags - Dog or Cat	\$5.00
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Yard Sale (Per Article 4)

Yard Sale (allowed no more than once every six (6) months)	\$5.00
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Recycling Containers

Replacement of Recycling Containers	\$10.00
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Golf Carts (Per Article 11)

Annual Fee	\$25.00
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City of Lake Helen Fee Schedule

Water / Utility Rates Fee Schedule (Per Article 9 and Resolution 2015-08)

Residential Service Deposits (established by owner of the property)	\$50.00
Residential Service Deposits (not in name of owner of the property)	\$110.00
Commercial Service Deposits	
5/8 inch	\$50.00
1 inch	\$130.00
1 ½ inch	\$165.00
2 inch	\$330.00
3 inch	\$500.00
4 inch	\$830.00
6 inch	\$1,580.00
Water Connection Fees	\$650.00 for service on same side of road
	\$650.00 plus \$18.00 per linear foot of additional water line required for service on the opposite side of road
Back-flow (fail to report)	Customer required to pay for valve at City cost at time of installation
Repair and Replacement Base Charge (3 year Temporary Fee until 09/30/2018)	\$24.77
Rate for Water Service	\$39.35 minimum plus...
Gallons Used:	
0 – 2,000	\$1.21 per 1,000 gallons
2,001 – 6,000	\$2.40 per 1,000 gallons
6,001 – 17,000	\$3.59 per 1,000 gallons
17,001 – 25,000	\$4.78 per 1,000 gallons
25,000 +	\$5.99 per 1,000 gallons

Annual Adjustments to Quarterly Charge or Rate for Water Service: The City Commission authorized in Resolution 2015-08 an annual adjustment to the water service delivery charge, the minimum charge and the consumption charges equal to the Consumer Price Index (CPI) for the Southeast Region For All Consumer Goods as published by the U.S. Bureau of Labor and Statistics for the twelve (12) months ending on the March 31 prior to the effective date of the annual increase. The annual CPI increase will first go into effect on October 1, 2016 and shall be automatically adjusted annually on the same date without further action of the City Commission.

Non Payment after 20 days of billing date	\$25.00
Non Payment after 20 days of billing date for Meters larger than 2 inches	\$50.00
Reconnect Fee	\$25.00
After Hours Re-Connection Fee	\$150.00

All unpaid accounts after three (3) months will be reported to the Credit Bureau. The water utility will impose a twelve percent (12%) per annum interest charge on all uncollected accounts.

Unlawful Connection (per 9.07.11)	Any person who violates this provision commits a misdemeanor of the second degree punishable by a fine of \$500.00 and/or sixty days in jail.
Tampering (9.07.12)	Any person who violates this provision commits a misdemeanor of the second degree punishable by a fine of \$500.00 and/or sixty days in jail.



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Well Permit Fee

Permit Fee	\$50.00
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Meter Re-Read and Reporting

Meter Re-Read	\$20.00
	No charge for a meter re-read when meter reading error is confirmed.
Meter Profiling Report	\$40.00 per profile
Water Consumption Statement	\$5.00
Utility Statement	\$5.00

Equivalent Residential Unit (ERU) Determination: Equivalent Residential Unit status for applying water rates shall be calculated as follows:

Single family structures	1 ERU
Apartments, condominiums, adult congregate living facilities and other structures having multiple dwelling units	1 ERU per dwelling unit
Trailer parks and similar uses	1 ERU per dwelling unit
Hotels, motels and similar uses	1 ERU per rental unit
Individual commercial structures	1 ERU per 2 restrooms with a minimum of 1 ERU per structure
Commercial structures having multiple tenant spaces	1 ERU per tenant space
Churches	1 ERU per church building having restroom facilities
Schools, daycare facilities and similar uses	1 ERU per 2 toilet fixtures, with a minimum of 1 ERU per structure
<ul style="list-style-type: none"> · Uses not specifically listed above will be assigned an ERU status by the City that best approximates similarity of facility water usage to listed facilities' water usage. · Uses that have water usage characteristics that are not similar to listed facilities' usage characteristics will be assigned an ERU status on an individual case-by-case basis by the City. · ERU status for individual uses may be reassigned on a case-by-case basis by the City if a review of the individual use's actual water usage data demonstrates that the water usage characteristics of the use are more reflective of the water usage characteristics of uses which have been assigned a different ERU status. 	