



City of Oak Hill

Jerome Adams
City Administrator

234 South U.S. Hwy. 1
Oak Hill, Florida 32759
Phone 386-345-3522
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www.oakhillfl.gov

2/16/2024

SUBJECT: 1st Notice of Sewer Availability


The City of Oak Hill, with the assistance of Volusia County and other State agencies, has constructed a sewer system extension project in your area and it is available for connection now. Attached hereto is a guide to assist you in going through the process of connecting to the new sewer system. To assist you with the cost of connecting to the new sewer system, the County is waiving its connection fees as long as you connect to the new sewer system by **MAY 16th, 2025**. Furthermore, the City will provide up to \$2,100.00 for reimbursement of documented, paid connection costs, such as the cost of a licensed plumber, as long as you connect by **MAY 16th, 2025**.

There is a requirement to connect to this new sewer system within 24 months of this letter, which means you are required to be connected by **FEBRUARY 16th, 2026**. If you do not want to take advantage of fee waiver and cost reimbursement provided above, by law you have the option of prepaying the amortized value of required connection charges over a 24-month period. If you would like to choose this option, please contact the City and we will assist you in setting up a payment plan with Volusia County.

Pursuant to an Interlocal Agreement, Volusia County will be the utility provider for your utility service, and you will be a customer of Volusia County.

If you have any questions, please feel free to call.

Thank you,


Jerome Adams, City Administrator

Procedure – Sewer Hookup (Residents)

1. Contract with a licensed and insured plumber to make connection and abandon septic tank.
2. Plumber applies for City of Oak Hill permit.
 - a. *Fee will be waived, but an application is still necessary.*
3. Apply for a permit from the Dept. of Health to abandon the septic tank.
 - a. *Septic tank questions should be directed to the Dept. of Health. (386) 424-2065.*
4. Plumber must contact the County to schedule an inspection once connection is complete.
5. Schedule inspection with City's building official.
 - a. *Resident must provide proof septic abandonment through DOH.*
6. Upon passing inspection, submit invoice(s) to City for reimbursement assistance, not to exceed Two Thousand One Hundred Dollars (\$2,100).
7. City processes invoice for reimbursement to resident.

City Contact

Dennis Fischer

Email: fischerd@oakhillfl.gov

Phone: (386) 345-3522 option 2

County Contacts

Primary Contact:

Kristine Redstone, Management Specialist

Email: KRedstone@Volusia.org

Phone: 386-943-7027 Ext 13288

Secondary (Backup) Contact

Christina Martin, Support Services Manager

Email: CLMartin@Volusia.org

Phone: 386-943-7027 Ext 13291

Property Owner & Licensed Contractor Sanitary Sewer Connection Guide

The City of Oak Hill in conjunction with their partners at the Florida Department of Environmental Protection (FDEP), the Florida Department of Health in Volusia County (FDOH), and Volusia County Water Resources & Utilities (VCWRU), is pleased to provide central sanitary sewer service to the Indian Harbor Estates area. This guide is intended to provide a systematic outline of processes to be followed to connect to the sanitary sewer system while abandoning one's septic tank.



City of Oak Hill, www.oakhillfl.gov, 234 US Hwy 1, Oak Hill, FL 32759
Building Department (386) 345-3522, Option 2

A **Building Permit for Plumbing** must be obtained from the City. The Permit Application can be downloaded from the City website. The Permit Fee has been waived, **until 5/16/2025**, but **you must still apply for a permit**. A certified survey is NOT required. Applicants must submit a sketch depicting the location of the home, septic tank, roadway, and point-of-connection to the public sewer system. Plumbing work for the physical connection at the Right-of-Way shall be completed by an appropriately licensed, bonded, and insured contractor. The City of Oak Hill will notify Volusia County Utilities Customer Service Division when a permit is issued. Upon FINAL acceptance by **ALL agencies** (City, FDOH, VCWRU), the property owner will provide to the City invoice(s) for the work done by the contractor. The City will issue a reimbursement check not to exceed **\$2,100 if completed before 5/16/2025**.

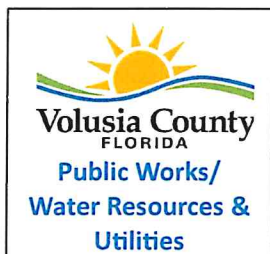
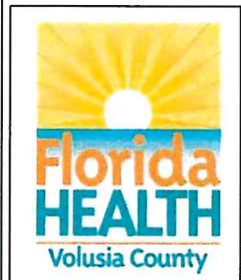
[NOTE: Properties located in Unincorporated Volusia County shall obtain Building Permits from the Volusia County Building Dept at (386)736-5929 or use the link provided.] https://connectlivepermits.org/PublicPortal/Volusia/Help/about_Permits.jsp

Florida Department of Health (FDOH) in Volusia County (Orange City) located at 775 Harley Strickland Boulevard, Orange City, FL 32763; Office (386) 822-6240

A **Septic Tank Abandonment Permit** must be obtained from FDOH. A permit application can be downloaded from the link provided below.

<https://volusia.floridahealth.gov/programs-and-services/environmental-health/onsite-sewage-disposal/documents/abandonment-application-instructions-updated.pdf>

Applications may be submitted on-line at volusiaostdspermits@flhealth.gov. You will then receive an email with an invoice and a phone number to contact to make payment. The Permit Fee is \$50 per site and can be paid electronically. Permits are good for 90 days. The septic tank abandonment process typically consists of three steps: (1) pump out the contents of the tank, (2) break through the concrete bottom of the structure so it does not hold water, and (3) fill the tank with dirt. ALL work shall be performed by an appropriately licensed, bonded, and insured contractor.



Volusia County Water Resources & Utilities, 123 West Indiana Avenue, Room 402, DeLand, FL 32720; Customer Service 386-943-7027, Ext 13288

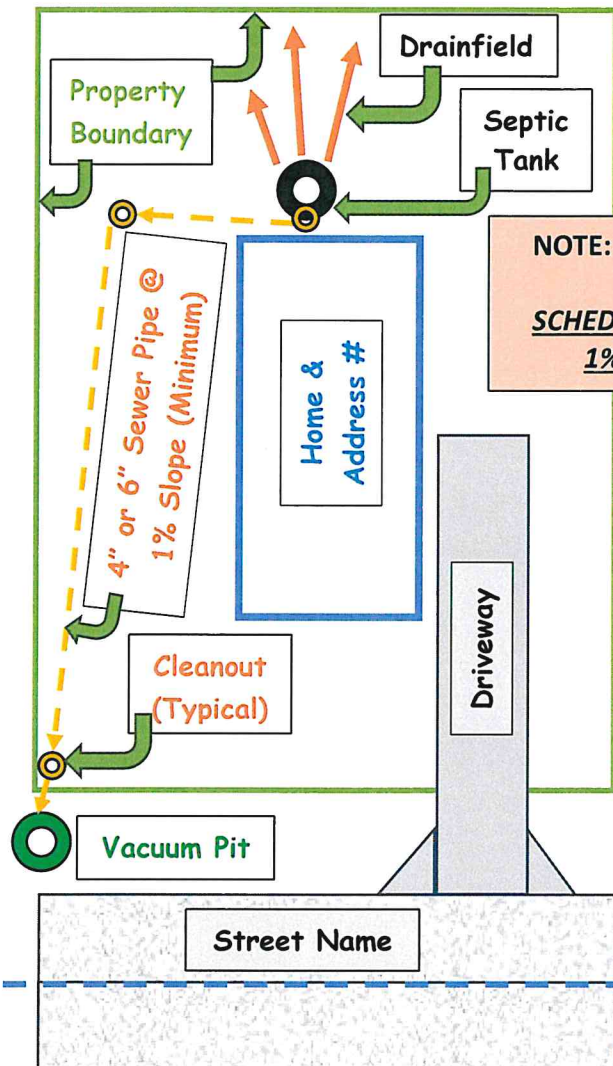
<https://www.volusia.org/services/public-works/water-resources-and-utilities/>

As an incentive to connect to the system, Volusia County Utilities is **waiving** the Sanitary Sewer Connection & Development **charges** for a **period of 15 months** from the 1st Notice of Availability. Current charges total \$3,572.68 per home. A final inspection of the connection to the public system (vacuum pit) **must** be requested by the **Owner or Contractor** from Volusia County Utilities at 386-943-7027, Ext 13288. There is no charge for a PASSING 1st inspection, but a \$75 fee is required for any re-inspections. Owners who choose **NOT** to connect within the 15-month period shall pay the full fees in effect at the time of connection.

Property Owner & Licensed Contractor Sanitary Sewer Connection Guide (Continued)

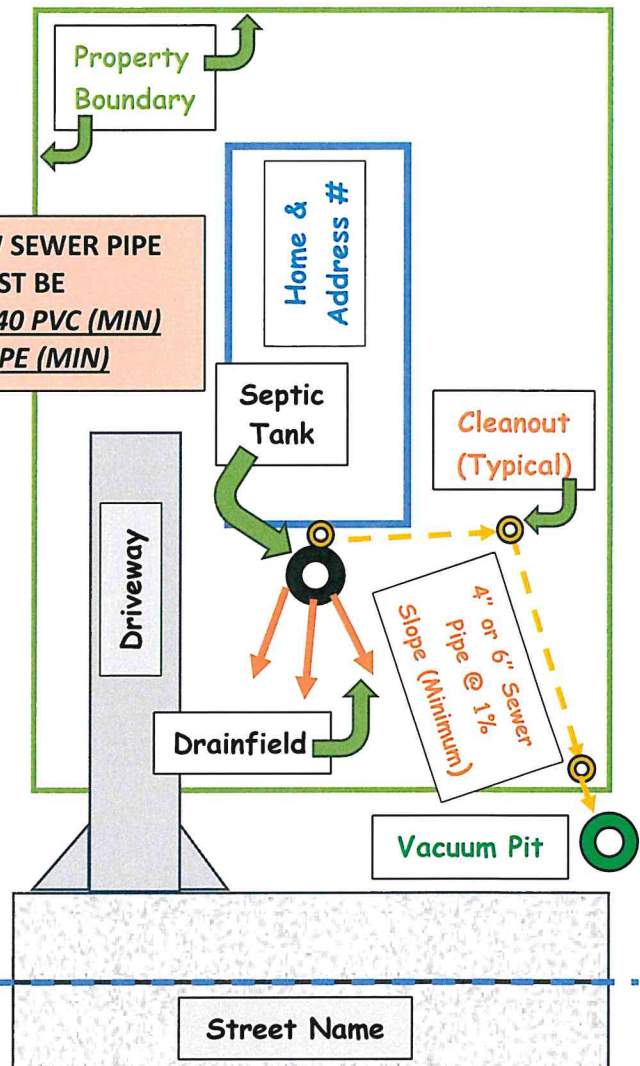
Typical Site Plan Sketch:

Septic Tank/Drainfield in REAR Yard



Typical Site Plan Sketch:

Septic Tank/Drainfield in FRONT Yard



NOTE: NEW SEWER PIPE
MUST BE
SCHEDULE 40 PVC (MIN)
1% SLOPE (MIN)

Typical Site Plan

- Both the City of Oak Hill and the Florida Department of Health will accept a simple sketch (similar to the examples shown above). The sketch does NOT have to be prepared by a surveyor, engineer, or licensed plumber, nor does it have to be to scale.
- EXISTING improvements to show include: 1) your property boundary; 2) your home with address number; 3) your roadway with Street Name; 4) your driveway (if applicable); 5) your septic tank; and 6) the location of the Existing Vacuum Pit (the proposed point of connection).
- PROPOSED improvements to show include: 1) the route of the proposed sanitary sewer pipe connecting the septic tank to the vacuum pit; 2) the size of the pipe; 3) a cleanout at each change in direction of the pipe; and 4) a cleanout located immediately adjacent to the Vacuum Pit.
- The on-site plumbing pipe shall be a minimum of Schedule 40 PVC, typically 4" to 6" in diameter, installed at a minimum slope of 1/8th of an inch per foot of pipe (1% slope).



Indian Harbor Estates Sanitary Sewer FAQ's for PROPERTY OWNERS



Information for Property Owners

1. Q) Who is required to connect to the Sanitary Sewer System?

A) ALL residential property owners are required to connect to the sanitary sewer system within two years of an initial "Notice of Availability." A 2nd "Notice of Availability" shall be issued one year after the initial Notice. (Reference Florida Statutes Chapter 381, Section 00655).

2. Q) Why is connection required? Why can't we keep using our septic systems?

A) Very simply, septic systems seep pollutants into the waters of the Mosquito Lagoon. Over decades, these pollutants have built up in the water and soils progressively harming not only this once pristine natural environment, but ALL of the species living therein!

As a result, in 1991 the Federal Government declared the Indian River Lagoon (including the Mosquito Lagoon and the Banana River) to be an "Estuary of National Significance." Creation of the Indian River Lagoon National Estuary Program (IRLNEP) provided federal funding for habitat restoration available under the Clean Water Act.

The Indian River Lagoon extends 156 linear miles, covering 2300 square miles. Rich in biodiversity, the Lagoon provides a home for over 4,400 species of plants and animals and serves as an economic driver, generating \$7.6 billion annually. It provides jobs, housing and industry to Florida residents, and recreational and tourism opportunities to visitors. The #1 goal of the IRLNEP is "to attain and maintain water and sediment of sufficient quality to support a healthy estuarine lagoon system." The elimination of septic systems is a key element to habitat restoration! To learn more, visit <https://onelagoon.org/irlnep/>

3. Q) Who is responsible for the costs associated with the work to abandon one's septic tank and connect to the central sewer system?

A) All costs shall be paid by the Owner of the property (including Permits and Construction costs, as well as Sanitary Sewer Connection & Development Charges).

4. Q) What is the property owner responsible to do?

A) The owner shall be obligated to

1. secure the services of a properly licensed, bonded, and insured contractor
2. Obtain a plumbing permit from the City of Oak Hill (for properties located within the City) [NOTE: properties in unincorporated Volusia County shall obtain plumbing permits from the Volusia County Building Dept]
3. Obtain a septic tank abandonment permit from the Florida Department of Health
4. Pay ALL permit fees to the respective regulatory agencies
5. Pay all Sanitary Sewer Connection and Development Charges to Volusia County Water Resources & Utilities
6. Pay the contractor(s) for the services provided.
7. Request inspections from a) the appropriate Building Department, b) Department of Health, and c) Volusia County Water Resources & Utilities.

Information for Property Owners (Continued)

5. Q) How do you properly abandon a Septic Tank?

A) Once the home plumbing system is connected to the public sewer system, then the following steps shall occur:

1. the septic tank itself must be pumped empty by a "honey wagon" with the contents disposed of at a properly licensed permitted wastewater treatment facility. (The sewage may NOT be discharged into a nearby manhole, pump station, or public collection system.)
2. the bottom of the septic tank itself must be broken through so as not to hold water.
3. the tank itself must be filled with dirt, compacted in appropriate lifts to avoid settlement.
4. the drainfield may remain in place.
5. As an *option*, Septic Tanks may be *converted* to a *Cistern*, also permitted through FDOH.

6. Q) What work is the Property Owner allowed to perform?

A) The abandonment of the septic tank and the physical connection of the piping to the public vacuum sewer pit must be performed by a properly licensed, bonded and insured contractor. Acceptable licenses include, but are not limited to, a General Contractor, a Septic Contractor, and/or a Plumbing Contractor.

7. Q) Is there any financial assistance being offered to help offset the costs to the Owner?

A) YES. Both the County and City are providing financial incentives. Specifically,

1. For a period of 15 months from issuance of the 1st Notice of Available Sanitary Sewer Service, Volusia County Utilities is waiving the Sanitary Sewer Connection & Development charges. As of 01/01/24, these charges total \$3,572.68 per home.
2. As an additional incentive, the City of Oak Hill is providing reimbursement to owners in a Not-To-Exceed amount of \$2,100 per home, upon verification by all agencies that (a) the plumbing is properly connected, (b) the septic tank has been properly abandoned, and (c) the work is completed within the 15 month period.

8. Q) What if the property owner chooses NOT to connect to sewer?

A) Beginning two years from the 1st Notice of Availability, ALL retail water customers will have a sewer availability fee added to their monthly bill. As of 01/01/24, the Sewer Availability Fee is \$26.92 per month.

9. Q) What if the Property Owner chooses to connect to sewer AFTER 15 months from the 1st Notice of Availability?

A) Owners who choose to delay connecting to the Sanitary Sewer System for more than 15 months from receiving the 1st Notice of Availability shall be responsible to pay ALL Sanitary Sewer Connection & Development charges in effect at the time of connection. As of 01/01/24, these fees total \$3,572.68 per home.

10. Q) Once the Property Owner chooses to connect to the Sewer System, then when will you start billing the Retail Customer for sewer service?

A) Once securing Passing Inspections from ALL agencies [including (a) Building Department, (b) Florida Department of Health, and (c) Volusia County Utilities], then Volusia County Utilities Customer Service is notified to add sewer service to the next monthly water bill for the Retail Customer.

11. Q) What if I do NOT have a water meter?

A) Single family residential properties with a water service BUT no water meter shall be required to purchase a potable water meter to be installed by Volusia County. As of 01/01/24, the cost is \$375 plus deposit. The owner is responsible for all on-site plumbing.



Indian Harbor Estates Sanitary Sewer FAQ's for RETAIL CUSTOMERS



Information for Retail Customers

1. Q) How do you know how much sewer I use?
 A) The amount of water flowing through the water meter is the basis for the amount of sewer billed. Billing for sewer service is capped at 14,000 gallons.

2. Q) How much will my monthly bill change?
 A) The chart below shows the monthly charges for a residential property served by a standard 3/4" water meter. Columns 1&2 show the Gallons Used and a Typical Water Bill. Column 3 shows the additional charge for the Sewer. Column 4 shows the TOTAL monthly Bill for Retail Residential Customers based upon gallons (of water) used and current rates as of 01/01/24.

Gallons Of Water Used	Typical Water Bill (based on 3/4" Meter)	Plus Sewer Bill (Capped at 14,000 Gal)	TOTAL MONTHLY BILL for Water & Sewer
0 to 999 (Availability Charge)	\$17.50	\$26.92	\$44.42
1,000	\$22.44	\$32.61	\$55.05
2,000	\$27.38	\$38.30	\$65.68
3,000	\$32.32	\$43.99	\$76.31
4,000	\$37.26	\$49.68	\$86.94
5,000	\$42.20	\$55.37	\$97.57
6,000	\$48.30	\$61.06	\$109.36
8,000	\$60.50	\$72.44	\$132.94
10,000	\$72.70	\$83.82	\$156.52
12,000	\$85.32	\$95.20	\$180.52
14,000	\$97.94	\$106.58	\$204.52

Information for Retail Customers (Continued)

3. Q) If the Property Owner chooses to connect to the sanitary sewer within two years from the 1st Notice of Availability, then when will you start billing the Retail Customer for sewer service?
A) Once securing Passing Inspections from ALL agencies [including (a) Building Department, (b) Florida Department of Health, and (c) Volusia County Utilities], then Volusia County Utilities Customer Service is notified to add sewer to the next monthly water bill for the Retail Customer.
4. Q) What if the property owner chooses NOT to connect to sewer?
A) Beginning two years from the 1st Notice of Sewer Service Availability sent to Property Owners, ALL retail water customers will have a sewer availability fee added to their monthly bill. As of 01/01/24, the Sewer Availability Fee is \$26.92 per month.
5. Q) What if the retail customer chooses NOT to pay the sewer portion of the utility bill?
A) As per the Interlocal agreement between the City of Oak Hill and Volusia County designating the County as the retail sewer service provider, the County shall lock off the water service for non-payment.
6. Q) Who do I contact if I have a sewer backup?
A) Customers shall contact Volusia County Utilities Operations at its normal service number of 386-822-6465 or after hours at 800-255-2069.