

**IMPACT FEE ASSESSMENT UNIT PROGRAM  
DATES FOR 2012-2013**

<b>APPLICATION DEADLINE</b>	<b>PUBLIC HEARING/ FINAL RESOLUTION</b>	<b>FIRST YEAR TO TAX ROLL</b>
<b>December 16, 2011</b>	<b>February 22, 2012</b>	<b>2013</b>
<b>March 23, 2012</b>	<b>May 16, 2012</b>	<b>2013</b>
<b>June 22, 2012</b>	<b>August 16, 2012</b>	<b>2013</b>

***AN IFAU APPLICATION MUST BE SUBMITTED WITHIN 30 DAYS OF  
ELECTION OF THE IMPACT FEE ASSESSMENT PROGRAM (IFAP).  
FAILURE TO ABIDE BY THIS REQUIREMENT WILL RESULT IN A FORFEIT  
OF THE IFAP ELECTION AND ALL PARCELS WILL BE SUBJECT TO  
TERMS OF THE CASH PAYMENT PROGRAM (CPP).***

- All Impact Fee Assessment Unit (IFAU) Application Deadline and Public Hearing dates are tentative and, therefore, subject to change.
- Builder Payments can be made anytime AFTER the Final Assessment Public Hearing, and PRIOR to the issuance of a Certificate of Occupancy.
- Certificates of Occupancy can't be obtained until the Final Resolution has been approved by the BOCC.

**FOR ADDITIONAL INFORMATION, PLEASE CONTACT:**

**Impact Fee Assessment Unit (IFAU) Program Coordinator  
Hillsborough County Public Utilities Department  
15610 Premiere Dr.  
Tampa, FL 33624  
Phone #: 813-272-5977 Ext. 43119**

**HILLSBOROUGH COUNTY PUBLIC UTILITIES DEPARTMENT  
 IMPACT FEE ASSESSMENT PROGRAM (IFAU/IFAP) APPLICATION**

Program to defer a portion of the County's Water and/or Wastewater connection fees

PROJECT/DEVELOPMENT NAME: \_\_\_\_\_ (SERVICE REQUEST #)

SECTION/PHASE/UNIT: \_\_\_\_\_ PLAT BK/PG: \_\_\_\_\_/\_\_\_\_\_

TYPE OF PROJECT: (check one) SINGLE FAMILY \_\_\_\_\_ MASTER METER \_\_\_\_\_ SINGLE COMMERCIAL \_\_\_\_\_  
 RESIDENTIAL \_\_\_\_\_ RESIDENTIAL \_\_\_\_\_ PLATTED-COMMERCIAL \_\_\_\_\_  
 (If platted please attached the listing)

NUMBER OF LOTS/UNITS or BUILDINGS ATTRIBUTABLE TO THE PROJECT: \_\_\_\_\_ PLAT LISTING ATTACHED: Y \_\_\_ N \_\_\_

LIST ANY PREPAID WATER/WASTEWATER FEES: (1/6 AGRF AMOUNT) \* \_\_\_\_\_

**\*Failure to submit an ACCURATE application within 30 days of signing the Acknowledgment and Election form, will result in a forfeit of the IFAP Election. For quicker processing, please attach a copy of the Property Warranty Deed.**

Please place the following properties (or attached list) in the Impact Fee Assessment program:

FOLIO # *(REQUIRED)	LOT (If Applicable)	BLOCK (If Applicable)	PROPERTY ADDRESS (If Applicable)

\*FOR MULTIPLE PARCELS – PLEASE ATTACH A LIST OF EACH FOLIO, LOT & BLOCK (County generated list, if available)

\_\_\_\_\_  
 OWNER SIGNATURE COMPANY NAME PRINTED NAME & TITLE  
 (See Below for Corporate-Agent Acceptance)

\_\_\_\_\_  
 MAILING ADDRESS CITY, STATE AND ZIP DAY TIME PHONE #

\_\_\_\_\_  
 FAX # E-MAIL ADDRESS DATE

- Properties submitted for the IFAU program must be owned by the applicant at the time of application.
- For Corporately owned property, only an owner/officer of the corporation (as listed in Florida Division of Corporations Records) can effectively sign this application. Please contact IFAU Program Coordinator for Corporate Status or listings of Corporate Agents, if needed.
- Commercial Projects: Please consult with your loan company prior to applying for this program. This non-ad valorem assessment could impact approval of a loan since the non-payment of taxes would result in a lien on property.
- Impact Fee Assessment Units are approved by the BOCC three times a year - generally mid-February, mid-May, and mid-August. (Contact the IFAU Program Coordinator for proposed deadlines & public hearing dates.)
- Amenity Centers, Pool Houses, and any of the common elements utilized exclusively for the benefit of lot owners within the subdivision, condominium or other residential developments, are not eligible for the IFAU Program.
- For assistance with this application, contact Mary Stanaland (Assessments Team) at 813-272-5977 ext. 43119.

➤ MAIL ORIGINAL APPLICATION TO: Impact Fee Assessment Unit Program Coordinator  
 Hillsborough County Public Utilities Department  
 15610 Premiere Drive  
 Tampa, FL 33624

**HILLSBOROUGH COUNTY PUBLIC UTILITIES DEPARTMENT**  
**IMPACT FEE ASSESSMENT UNIT PROGRAM (IFAU/IFAP)**

In March 1996, the Board of County Commissioners (BOCC) adopted the Impact Fee Assessment Program (IFAP) Ordinance 96-07, which allows the Board to create Impact Fee Assessment Units (IFAU's). An IFAU is a financing "tool" that allows property owners to pay water and wastewater system connection charges over a 20 year period. To date, over 71,300 properties in Hillsborough County, have been placed in the IFAU program.

**QUESTIONS/ANSWERS:**

- If I elect the IFAP option, when should I submit the IFAU/IFAP application?  
ANSWER: A completed application needs to be signed by the property owner and submitted along with the Acknowledgement and Election form at the same time the 1/6 AGRF payment is made. If, for any reason, this is not possible, the original must be mailed to the IFAU Program Coordinator (address on application) within 30 days. *Failure to submit the application within a 30 day period will result in a forfeit of the IFAP Election.*
- Who is authorized to sign the IFAU application for a Corporately Owned property?  
ANSWER: Only an owner/officer of the corporation as listed in the Florida Division of Corporations Database (<http://ccfcorp.dos.state.fl.us/corpweb/inquiry/cormenu.html>) can effectively sign on behalf of the company. Also acceptable, a company officer can assign a registered agent to act on behalf of the company, by submitting a signed formal letter on company letterhead stating such.
- Once an application is submitted, how will the property owner know that the IFAU has been approved?  
ANSWER: Once the BOCC approves the Initial Resolution, a NOTICE OF HEARING letter will be mailed to each IFAU applicant/property owner. This will be the only notification mailed to the IFAU applicant. However, if further information/confirmation is needed, the IFAU Program Coordinator can be contacted at the phone # listed below.
- How will the property owner be billed for the annual assessment?  
ANSWER: The assessment will be included on the property tax bill, as a non-ad valorem line item for a period of twenty years. The assessment amount is billed in arrears, the same as property taxes, and covers the period of January 1 through December 31.
- Will the balance of fees or annual assessment impose a lien on the assessed property?  
ANSWER: The balance of fees financed in the IFAP does not impose a lien on the property. However, once the IFAU assessment has been merged with the property tax bill, any unpaid taxes may result in a lien upon the property. *For this reason, the loan institution (especially for a commercial project) needs to be advised of the parcel owner's intent to apply for this program.*
- What interest rate will the property owner pay on the assessed amount?  
ANSWER: The interest rate is currently 5%. This is a fixed rate based on the current rate resolution and is calculated like a 20-year simple interest mortgage. However, the interest rate for future IFAU's is subject to change from year to year. An additional 8% fee, which is charged annually, consists of the following: 2% Tax Collector's Fee; 2% Administrative Fee; 4% Allowance for Early Payment Discount.
- If the property is not developed, will the property owner still have to pay the annual assessment?  
ANSWER: Yes
- What is the "Builder Payment" and when is it due?  
ANSWER: The Builder Payment is the portion of impact fees and accrued guaranteed revenue fees (AGRF) that is not included in the IFAU. The Builder Payment is due prior to issuance of a certificate of occupancy. *The 1/6 AGRF prepaid amount will be subtracted from the builder payment.* Builder Payment amounts are generally \$2,170 for a single family home with water and wastewater, \$1,299.60 for a master metered water and wastewater unit, and varied amounts based on gallons per day (GPD) for a commercial project as defined in the annual rate resolution.
- Can the assessed amount be paid in full?  
ANSWER: Yes. Once the builder payment has been paid the property owner can pay the balance in full, if so desired. To obtain a pay-off amount the IFAU Program Coordinator can be contacted. A \$25.00 service charge will apply. All pay-off amounts received after May 30, will NOT affect the current year's tax roll.
- What happens if the property is sold or refinanced?  
ANSWER: An assessment will not be affected if the property is sold or refinanced during the 20-year period. If property is sold, the new property owner will be responsible for paying the annual assessments until the balance is paid in full.
- Which parcels are not eligible for the IFAU Program?  
ANSWER: Amenity Centers, Pool Houses, and any of the common elements utilized exclusively for the benefit of lot owners within the subdivision, condominium or other residential developments, are not eligible for the IFAU Program. Also, homes converting from water and/or septic are not eligible, only new construction.

FOR FURTHER INFORMATION, PLEASE CONTACT: Impact Fee Assessment Unit (IFAU) Program Coordinator Phone # 813-272-5977 ext. 43119.