



Champions Grow Here!
Champions for Business Guidance Tool





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To better serve you we have compiled a list of ***"Frequently Asked Questions"*** by subject area.

Engineering

What is the City's criteria for storm water retention?

The storm water system must retain the 10-year, 2-hour storm event, post- minus pre-development treatment volume and maintain the pre-development discharge rate for the 50-year, 24-hour storm event.

1. Are there any restrictions on the height of retaining walls?

Yes, the maximum height allowed for retaining walls is 6 feet.

2. What is the maximum change in grade allowed?

For commercial projects the maximum change in grade is 15 feet. For residential projects the maximum change in grade allowed is 10 feet.

3. What is the minimum required width for rights of way in subdivisions?

The minimum right of way width in subdivisions is 60 feet.

4. Does the City allow Miami curbing on public or private streets?

Miami curbing is not allowed on public or private streets, FDOT type F curbing is required on public and private streets.



Environmental

1. [Can I get a map of the utilities in the area?](#) We can only provide a site specific map of the utilities.
2. [Will the City install the utilities to the property?](#) The owner is responsible for extending all mains to the project. [Utility Extensions](#)
3. [How can I get a copy of the City's Utility Engineering and Construction Standards?](#)
The City maintains most information within the [General Notes](#) and In Municode [Chapter 66](#) and [Chapter 114](#).

Environmental Commonly Asked Questions continued-

4. [Can the City provide me with the flow data for my project?](#)
The city does not provide flow data for design purposes.
5. [How do I determine my impact fees?](#)
Development services will assist you with calculating impact fees.
6. [Can I use reclaimed water to irrigate common areas or commercial lots?](#) All commercial lots and common areas shall be irrigated from a well. [Private Wells](#)
7. [How do I determine the type of backflow device to use?](#) Please reference the city's cross connection control manual. [Cross Connection Control Manual](#)



CRA- Downtown

Q: What are the permit costs?

A: Permit costs, or impact fees can sometimes be estimated provided some key information is supplied. This includes:

- Square footage in unit
- Type of use
- Water meter size

Specific uses may include the following information needed to determine fees:

- Schools or daycares - # of students
- Hotels - # of rooms
- Automotive:
 - Service stations - # of pumps/positions
 - Repair, quick lube, car washes - # of stalls

For general permit costs, please see the Clermont web site: Departments › Development Services › Building Services Division. Then: *Fee Schedule* or *Residential Impact Fees Schedule*

Link: <https://www.clermontfl.gov/departments/development-services/building-services-division.stml>

For all permit questions, please contact Lisa Widican, Zoning Manager at 352-241-7301 or email lwidican@clermontfl.org



Q: Are there any incentives?

A: The CRA (Community Redevelopment Agency) has four incentive programs for the historic downtown and waterfront district (379 acres) that include the following:

- For existing buildings:
 - Façade Improvement Grant Program
 - Building Code Assistance Program
- For new construction:
 - Building Permit Refund Program
 - Impact Fee Assistance Program

Development Services

Do I need a permit for this?

Permits are required for most projects, such as sheds, retaining walls, fences, additions, etc.

If you are not sure if you require a permit, please contact Development Services at 352-241-7301 or 352-241-7300 for more information.

How long does the CUP process take?

Usually 60 days. The process requires two public hearings, one before the Planning and Zoning Commission and the final hearing before the City Council. The CUP form can be located at: <https://www.clermontfl.gov/core/fileparse.php/106866/urlt/CUP-Application-Editable.pdf>



How long does the site review process take?

Depending on the complexity of the project, the applicant's engineer, and if any variances or public hearing requests are needed; usually 30-60 days. Again, this timeframe is dependent on the applicant's complete proposal and compliance with the City's regulations. The link for site review can be found here: <https://www.clermontfl.gov/departments/development-services/planning-division-development-review/review-process.stml>

How long does the variance process take?

A variance usually takes 30 days due to legal noticing and the City Council's hearing schedule. The City Council hears the request and then votes to approve or deny the request. More information regarding variances can be found at this link: <https://www.clermontfl.gov/core/fileparse.php/106866/urlt/Variance-Application-Editable.pdf>

What are the steps in obtaining a variance?

Once an application is received, staff will review the criteria for the variance request. Legal noticing will be done in a local newspaper indicating when the public hearing will take place and what is being requested by the applicant. In addition, neighboring property owners within 150 feet of the applicant's property will be notified by mail. Staff will then issue a staff report with a recommendation of denial or approval for the variance request, which will be presented before the City Council. The applicant will be allowed to speak to the Council addressing the need for the variance. Public input on the variance request is also allowed, which gives the applicant's neighbors the opportunity to express their views. The City Council then closes the public hearing and votes to either approve or deny the variance request.

Can I put a restaurant there?

Depending on the zoning and the availability of parking, along with several other pertinent questions relating to restaurants, this question can only be answered on a case-by-case basis. The Development Services staff can provide this answer with some discussion.



What are the parking requirements?

Parking requirements are different for a variety of uses. Confirmation with Development Services of the proposed use and actual number required is encouraged. For a rough estimate of the required parking, the table of minimum parking spaces can be found at the following link: https://www.municode.com/library/fl/clermont/codes/code_of_ordinances?nodeId=PTIICO_OR_CH98PAVEUSAR_S98-14TAMIPASPRE

Why do I need a rezoning?

A rezoning is required when the proposed use does not match the existing zoning. This process usually takes 60 days, depending on the public hearing schedule, due to legal advertising and staff/applicant input. Additional information can be found at this link: <https://www.clermontfl.gov/departments/development-services/zoning-division-business-tax.shtml>

Fire Department

WHAT NEEDS TO BE ON THE SITE PLAN?

WHAT TYPE OF PERMITS ARE REQUIRED?

The site plan must indicate that building permits are required for each of the following items:

- The underground fire mains (size and material)
- Private fire hydrants (locations)
- Structures erected at this site.
- All Type of Fire Systems are separate from the Building Permits

WHAT IS REQUIRED TO DETERMINE FIRE PROTECTION WATER SUPPLY?

Needed Fire Flow Calculations per NFPA 1 Chapter 18 and Annex F and LDR's to determine proper number of hydrants and size of lines needed for this project shall be indicated as well as hydraulic modeling report proving the needed fire flow that is available at the site.



WHAT IS REQUIRED TO START CONSTRUCTION?

The APPROVED site plan must indicate that fire protection water supply will be available prior to ANY COMBUSTIBLES being brought onsite and Fire Department Access Roads shall be provided at the start of a project and shall be maintained throughout construction (NFPA 1 Sec 18.2.3)

If fire hydrants connected to a central water service [public or private utility] are being used to provide the required fire flow for the buildings, the needed fire flow for the building[s] and or structure[s] shall be indicated as well as hydraulic modeling report proving the needed fire flow is available at the site.

The site plan must indicate compliance with the Florida Fire Prevention Code NFPA 1 regarding fire department access.

Access way must be capable of supporting 80,000 pounds in all weather conditions.

Access way must have a minimum width of at least 20 feet. Max 1:20 slope. Submit auto turn layout.

Access way must have a minimum vertical clearance of 13 feet 6 inches.

Dead-end fire department access roads in excess of 150 ft. (46 m) in length shall be provided with approved provisions for the fire apparatus to turn around. (truck dimensions available upon request)

A fire department access road shall extend to within 50 ft. (15 m) of at least one exterior door that can be opened from the outside and that provides access to the interior of the building.

Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first story of the building is located not more than 150 ft. (46 m) from fire department access roads as measured by an approved route around the exterior of the building or facility.

The site plan must indicate the fire separation distances [setbacks] from the closest lot line; street; alley; public way; and buildings on the same property for each structure.

WHY ARE SIDEWALKS TO THE PUBLIC WAY REQUIRED?

To provide a safe and distinguishable accessible path of travel [sidewalk(s) and/or ramps] to a public way from all required exits.



WHERE CAN I FIND UTILITY DETAILS SUCH AS HYDRANTS, BACKFLOW PREVENTER ETC.?

Additional Utility specifications can be found on City Web: www.clermontfl.gov, click on city departments, engineering, specifications, general Notes & Details near the bottom of the page.

IF GATES ARE INSTALLED WHAT ARE THE REQUIREMENTS?

The Florida Fire Prevention Code allows the authority having jurisdiction to require fire department access be provided to gated subdivisions or developments through the use of an approved device or system; this item will be addressed during the permitting process. The City of Clermont's acceptable device/system is a E.V.A.C system with Five (5) controllers per their LDR's.

WHAT IS THE SEPARATION DISTANCE FOR A DUMPSTER TO A BUILDING?

The Florida Fire Prevention Code has specific mandates regarding the location of dumpsters stored within buildings or dumpsters placed within 10 feet of combustible walls; openings; or combustible roof eave lines; the dumpster location will need to be indicated on the site plan.

WHEN ARE FIRE SPRINKLERS REQUIRED?

The City of Clermont does not have a fire sprinkler requirement, this is determined through the Florida Fire Prevention Code and the Florida Building Code by Occupancy type, size and occupant load.

Notes:



Helpful Contacts

Development Services/ CRA & Mobility:

685 W. Montrose Street
1st floor
Clermont, FL 34711

Phone:
(352) 394-4083

Engineering

Phone:
(352) 394-7177

Environmental

Phone:
(352) 241-0178

Fire Dept.

Location:
439 W. Hwy 50
Clermont, FL 34711

Phone:
Emergency Dispatch: 911
Non-emergency dispatch: (352) 383-1200

Administration and Stations #1, #2, #3 and #4
(352) 394-7662

Economic Development

Phone:
(352) 241-7355