

Alachua County

Irrigation Design Standards Code FAQs

- 1) **Where does this ordinance apply?** All new permanent irrigation systems (or modifications that increase the irrigated area or render the system less efficient) fall under the jurisdiction of this code. These standards apply within Alachua County, including within the municipalities.
- 2) **Do I have to follow these standards if I install an irrigation system at my own house?** Yes, these standards apply to contractors installing and maintaining systems along with “Do it Yourself” jobs. Please call EPD staff at 352-264-6800 if you plan to install it yourself, as we will help you navigate the approval process.
- 3) **How does this process work?**
 - Create an account in Citizenseve:
[https://www4.citizenseve.com/Portal/PortalController?Action=showHomePage&ctzPagePrefix=Portal_ &in stallationID=318](https://www4.citizenseve.com/Portal/PortalController?Action=showHomePage&ctzPagePrefix=Portal_&installationID=318)
Citizenseve training documents are available on the website. **Please feel free to contact EPD staff at 352-264-6800 if you need assistance.**
 - Submit an application for review in Citizenseve, attach an Authorization to Access Property form and your Irrigation Sketch (note: An irrigation sketch is not required for systems with 3 zones or less and under 1,500 sq feet of permanently irrigated area but require a simple description).
 - Remit payment for applicable fee(s) to the Alachua County Environmental Protection Department (EPD) through Citizenseve. Contact staff if you have a question regarding payment.
 - EPD will review the application within 15 days for residential private lots and within 30 days for commercial and common areas/open spaces for subdivisions. You will receive notice of approval by email through the Citizenseve portal. You can check the status of your application by logging into your Citizenseve account.
 - Applicants must notify EPD within 14 days of system installation completion by requesting an inspection. Irrigation Professionals eligible for self-inspection will submit a Request for Inspection, choose the Self-Inspection Option, and select the name of the FWS AP or Irrigation Specialty Contractor who conducted the self-inspection (contact EPD staff if you have questions regarding this list). All other applicants will select the County Inspection option. Irrigation systems will be inspected by the department within thirty (30) calendar days of receipt of notification of completion/inspection request. Self-inspected work is subject to random inspection, also within 30 days of notification.
 - Following an inspection by EPD staff, applicants will receive a post-inspection report through the Citizenseve portal. If the system is not in compliance, a re-inspection fee may be required. Any necessary repairs or retrofits to the system must be addressed prior to the re-inspection date outlined in the post-inspection report.
- 4) **What is the Authorization to Access Property form?** This form must be signed by the property owner (or their authorized agent) to give EPD staff permission to inspect the irrigation system after it is installed. It must be filled out for all jobs, even those that will be self-inspected, as EPD must randomly inspect some projects to ensure compliance. If an applicant is conducting work on multiple lots under common ownership in a subdivision, one form may be submitted for all lots as long as the Subdivision name and the list of applicable lots are detailed. This form is available for download in the Citizenseve application.
- 5) **How do I self-inspect my own jobs?** To self-inspect jobs, you must have a valid Florida Irrigation Specialty Contractor license or Florida Water Star Accredited Irrigation and Landscape Professional accreditation and be in good standing with the County. Applicants eligible for self-inspection will not have to pay an inspection fee but will have to notify EPD within 14 days of project completion. EPD will randomly inspect projects and may revoke self-inspection status if sites do not comply with the ordinance.
- 6) **The Code requires no more than 50% of the permeable area to be irrigated. What is the permeable area?** The permeable area is the entire parcel excluding the building footprint, driveways, paved or impervious surfaces, hardscapes such as decks and patios (whether pervious or impervious), pools, waterbodies, stormwater basins, or

any protected conservation resources or natural areas. Specifically, any permeable surface that is typically covered with planted vegetation, turfgrass, landscaping, gardens or mulch on a given lot or parcel.

7) **What is required in an irrigation sketch?**

Irrigation sketches must provide the following details:

- Location of existing and proposed buildings and driveways
- Vegetated groupings
- Location of rainfall shut off devices(s), irrigation controller, zone valves, well, backflow preventer, etc.
- Irrigation zones (identify rotors, spray heads, drip)
- Temporary irrigation areas (including notes on temporary system, establishment period, and location of any temporary valves/components)

In addition to the required sketch details, we recommend including the following elements to speed up staff review:

- An Excel template table with calculations for required information is provided on our website. Copying and pasting the completed table on your sketch is recommended.
- Outline and number each zone.
- Provide a graphic scale with bars to represent distances in case the sketch needs to be enlarged and printed.

8) **Is this process on-line?** Yes, you may upload all required documents and pay applicable fees through the Alachua County Citizenserve Portal.

9) **Will this slow down construction projects?** This process is separate from the permitting process. However, failure to meet code standards may result in enforcement action which could delay future approvals.

10) **How will this code be enforced?** EPD is committed to educating the public, homeowners, irrigation professionals, builders, etc., on code requirements and to providing assistance to seek compliance promptly. Violations of the code may lead to written warnings, fines, and enforcement action. Retrofitting of non-compliant irrigation systems may be required to achieve compliance. Unresolved violations are brought before a Special Magistrate where additional fines may be imposed.

Contact Information:

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Irrigation Design Code Fees (as of 10/1/2022)		
Category	Fee Type	Fee
All	Temporary Irrigation Approval Fee	\$0
	After the Fact Fee <i>(Additional fee for installing system prior to receiving county approval)</i>	\$200
Residential	Approval Fee <i>(Plan Review)</i>	\$100
	Inspection Fee <i>(installer not certified for self-inspection)</i>	\$150
	Re-Inspection Fee <i>(failed county random or required inspection)</i>	\$150
Non-Residential <i>(includes common areas)</i>	Approval Fee <i>(Plan Review)</i>	\$150
	County Inspection Fee <i>(installer is not certified for self-inspection)</i>	\$200
	County Re-Inspection Fee <i>(failed county random or required inspection)</i>	\$200