FRIDAY
MARCH 27
2026

Infill Developer Quarterly Meeting

Infill Developer Quarterly Meeting

Bryan Spell, Manager, W/WW Development
Lisa Jennings, Manager, Project Outreach
Mike Williams, Program Manager, Septic Tank Phase Out
Jennifer Lyles, Staff Engineer, W/WW Development
Mollie Price, Staff Engineer, W/WW Development

Before We Begin…

Safety Briefing
Cell Phones
Entry and Exit/Restrooms

Discussion Topics

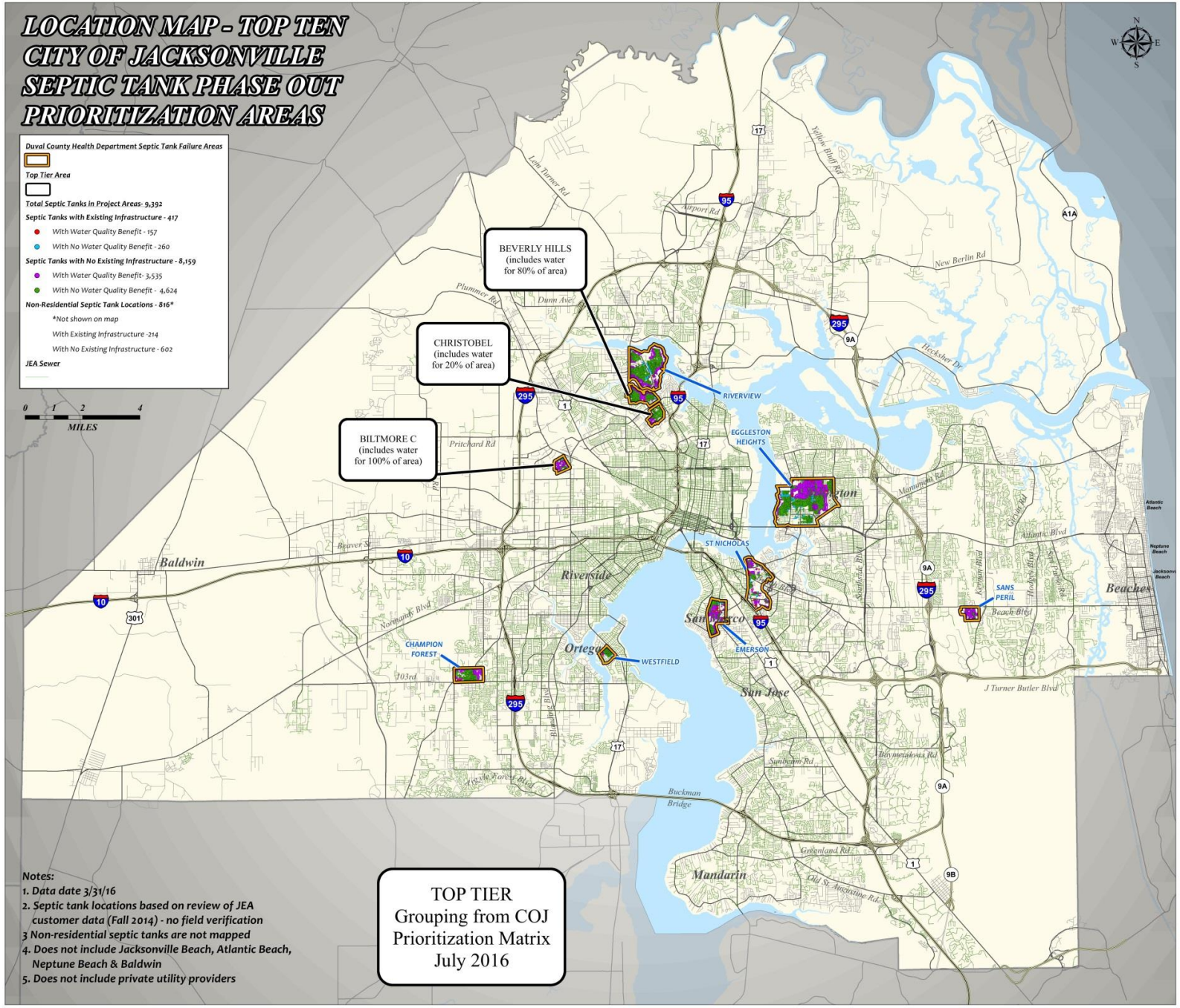
- Septic Tank Phase Out Program
- Guidelines Covering Infill Layout
- Infill Layout Required/Not Required
- Pre-requisites to an Infill Layout Submission
- Requirements of an Infill Layout
- Infill Layout Examples
- Sages Announcements

Septic Tank Phase Out Program (STPO) Overview

- COJ/JEA partnership to improve the quality of life in our communities
- Voluntary Project – Community/Neighborhood decision - 70% owner participation required to move forward with the project
- Program pays for **ALL COSTS** associated with the installation of new sewer lines, including the plumbing work on private property and septic tank abandonment
- Program pays for **ALL** permit and JEA fees – No repayment required
- Unimproved (vacant) lots will have a sewer lateral installed to the property line to allow for future connection
- JEA capacity fees, COJ permit fees, and plumbing connection costs will be the responsibility of the property owner or developer
- Licensed plumber will install from the ROW to the existing structure (TCE required)
- Connection is required to **BOTH JEA water & sewer service**

Location Map

Top 10 COJ Septic Tank Phase Out Proritization Areas



Current Projects

- Biltmore – Construction Completed
- Beverly Hills – Construction Completed
- Christobel – Construction Starting April 2026
- Riverview – In Design

Biltmore C

Project Boundaries:
North - Old Kings Road
South - Railroad tracks
East - Nile Drive
West - Little Six Mile Creek

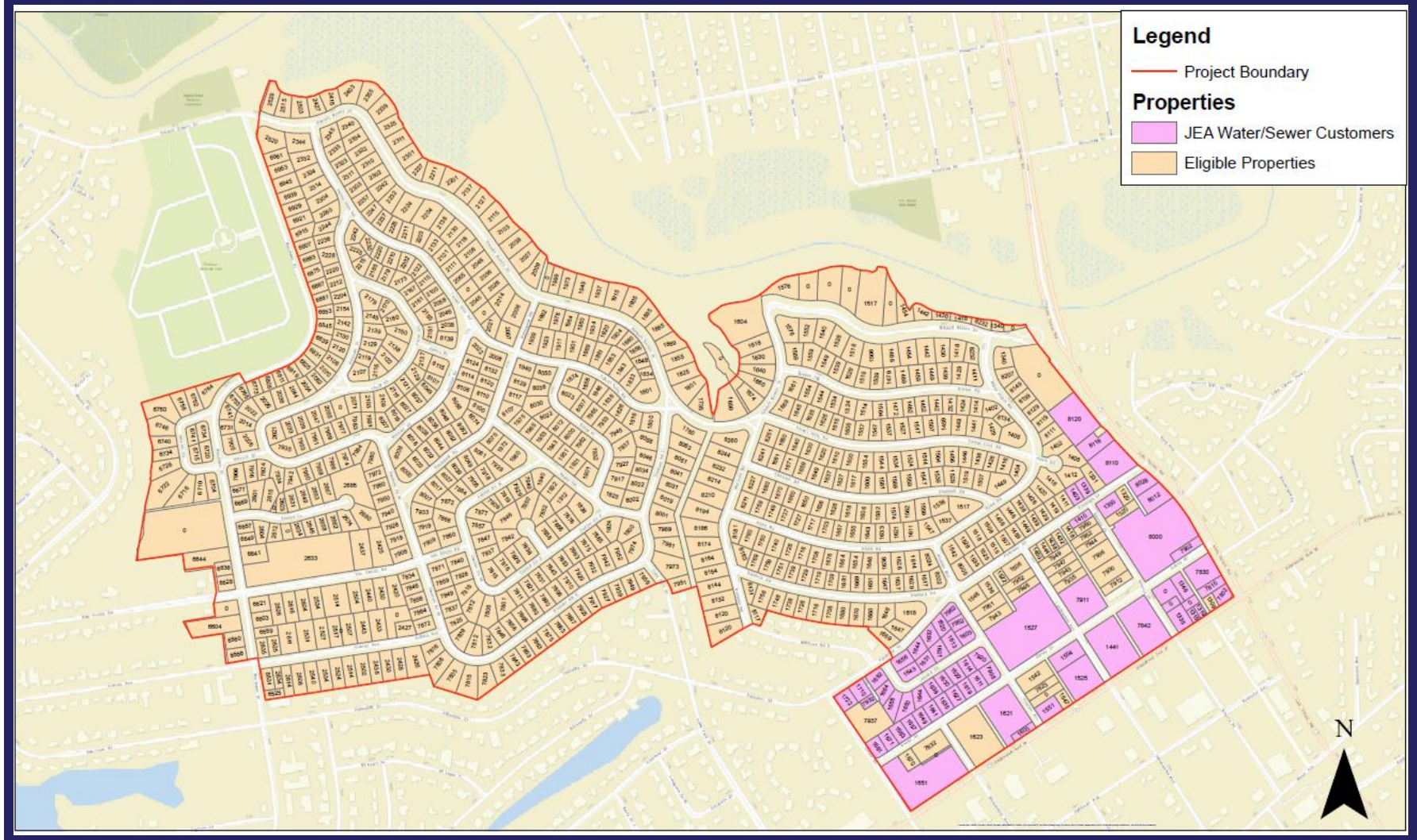
Nearby Waterway:
Little Sixmile Creek

Feeds Ribault River to Trout River to St. Johns River

Beverly Hills

Project Boundaries:
North - Ribault River
South - Edgewood Avenue W, Stafford Road, Denham Road E, and Aubrey Avenue
East - Lem Turner
West - Restlawn Drive

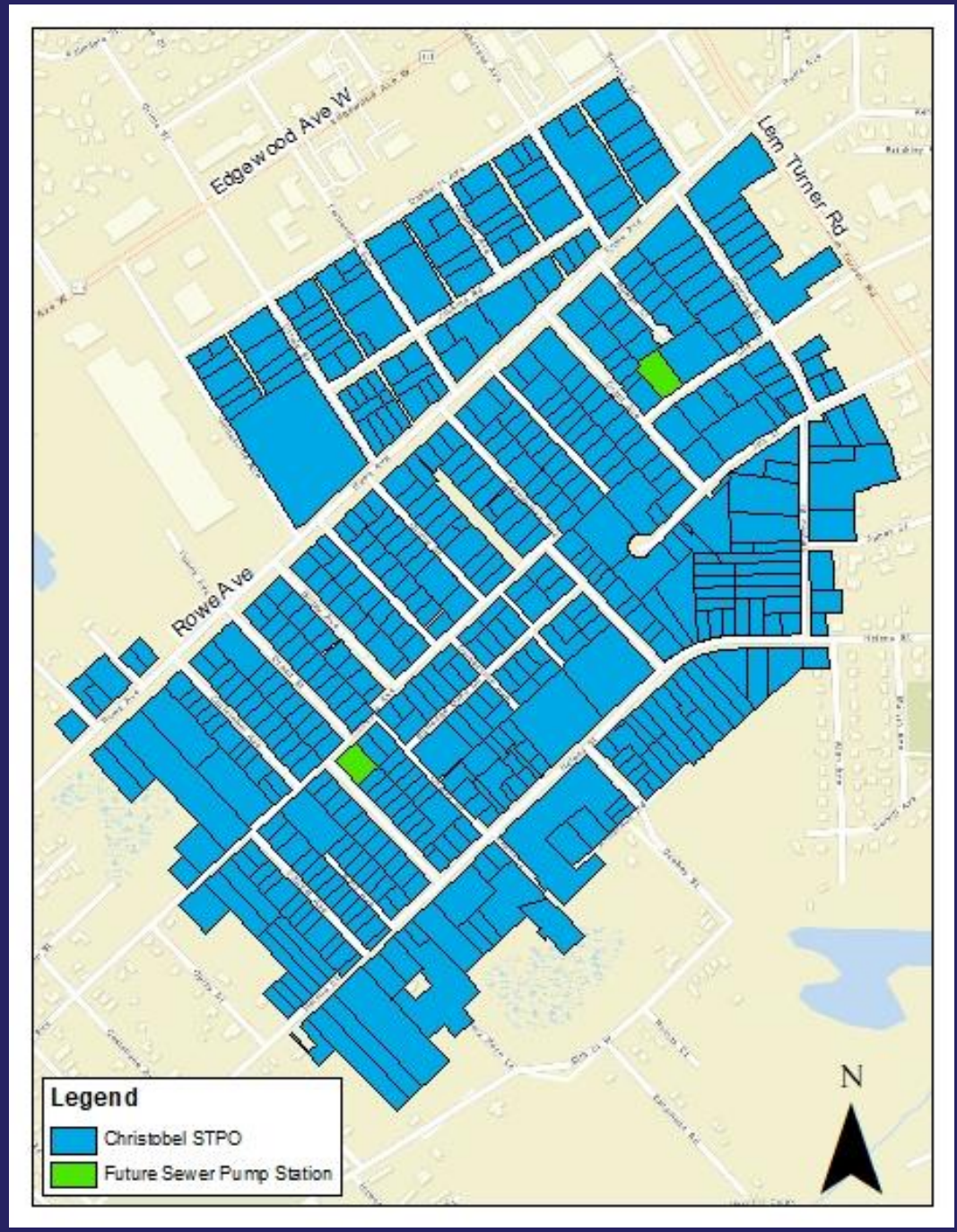
Nearby Waterways:
Ribault River
Trout River
St. Johns River



Christobel

Project Boundaries:
North - Oakhurst Avenue
South - Anderson Road
East - Lem Turner
West - Sawyer Avenue, Christobel Avenue

Nearby Waterways:
Ribault River
Trout River
Moncrief Creek
St. Johns River



Riverview (East & West)

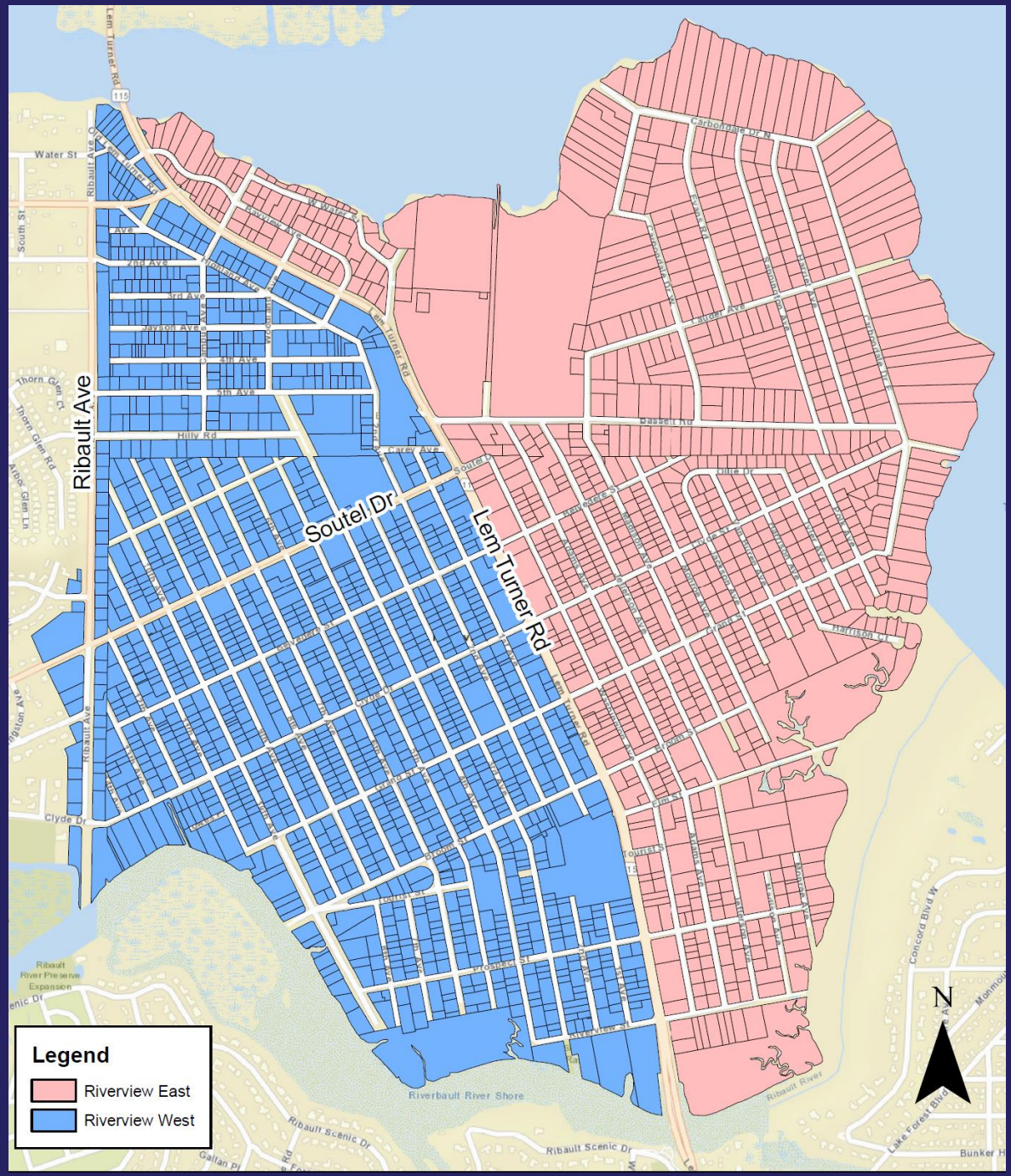
Designated this way for Outreach efforts only

Project Boundaries:

North - Edgewood Avenue W
South - Riverview Street
East - Carbondale Drive E, Trout River
West - Ribault Avenue

Nearby Waterways:

Ribault River
Trout River
St. Johns River



Septic Tank Phase Out Program
Service Points & Lot Splits

- **Service Allocation:** One water/sewer service point per real estate number (RE#) for properties connected through the Septic Tank Phase-Out Program
- **Additional Services:** Requires a formal lot split with the City of Jacksonville and a new RE# prior to construction
- **Application:** Split/joint application available at COJ.net
- **During Construction Only:** All sewer laterals and water services must be installed during construction - JEA will not return to add services later
- **Notification:** Once new RE#(s) are issued, provide details to JEA Project Outreach

For Questions Regarding Splitting Property, Contact:

City of Jacksonville
Land Records Division
231 E. Forsyth Street, Suite 230
Jacksonville, Florida 32202
(904) 255-5904
(904) 255-5999 (FAX)
paolrec@coj.net

Important Information for Developers – Unimproved Lots

Existing septic, no structure: Owner/developer responsible for septic tank abandonment

Connections: JEA installs laterals; owner/developer pays capacity fees, COJ permits, and private plumbing costs

Lateral location: Requests must be submitted before design; not guaranteed

Post-design changes: Considered case-by-case at JEA/COJ discretion

Final placement: Determined by JEA project team

Lot Splits (Christobel): Final call – notify JEA ASAP

Lot Splits (Riverview): Submit requests ~1 year in advance

Timelines: JEA cannot guarantee connection timing

JEA Point of Contact For Questions or Concerns

JEA Project Outreach

Phone: (904) 665-7500

Email: projectoutreach@jea.com

Program Website:
jea.com/septic-tank

Guidelines for Infill Layout

JEA Design Guidelines Water, Wastewater & Reclaimed Water Design Guidelines

Section 1.1.1.3

Section 1.1.1.6

Section 2.0

Sages

Step 2 Infill Layout Submission

Help Menu - Help Topics - Infill Development Process

Infill Layout Required:

To determine if adequate services can be provided per JEA Rules and Regulations for the following scenarios:

- New construction of single-family homes, mobile homes, duplexes, triplexes, quadraplexes
- Demolished structures and build of new structure
- A lot within a master development was accepted more than 10 years ago
- Renovation of lot – driveway configuration
- When an existing Infill Layout changes

Infill Layout NOT Required:

- Remodel
- Commercial Developments

Pre-requisites to an Infill Layout Submission
(Sages Step 2)

Required

- New Service Availability Request via Sages Step 1
- RE, STRAP, Parcel number
- Address for parcel
    - Update Existing Availability Letter Request via Sages Step 1
        - If address or parcel # has changed or been assigned
        - If project has changed (# of homes, homes to townhomes, etc.)
- Completed Water and Sewer locates, if necessary
- Recorded Easement, if required
    - Landlocked Parcels (Development Meeting Required)
    - Private Roads

Recommended

- Water and Sewer locates, if found during review, if desired
- As-Built/ GIS Map Request

Requirements of an Infill Layout

- Addresses of proposed and adjacent lots
- Street names
- Right-of-way lines
- Property lines for entire parcel
- Existing mains, sewer and storm manholes
- Directional Arrow and Graphic Scale
- Building footprint (with dimensions)
- Driveways, walkways, sidewalk locations (existing and/or proposed, with any removal notes)
- Finished floor elevation (Based upon Vertical Datum NAVD 1988)
- Boundary Survey, for lot splits
    - Showing all properties
    - Entire pre-split lot needs to be shown

Continued …

Requirements of an Infill Layout

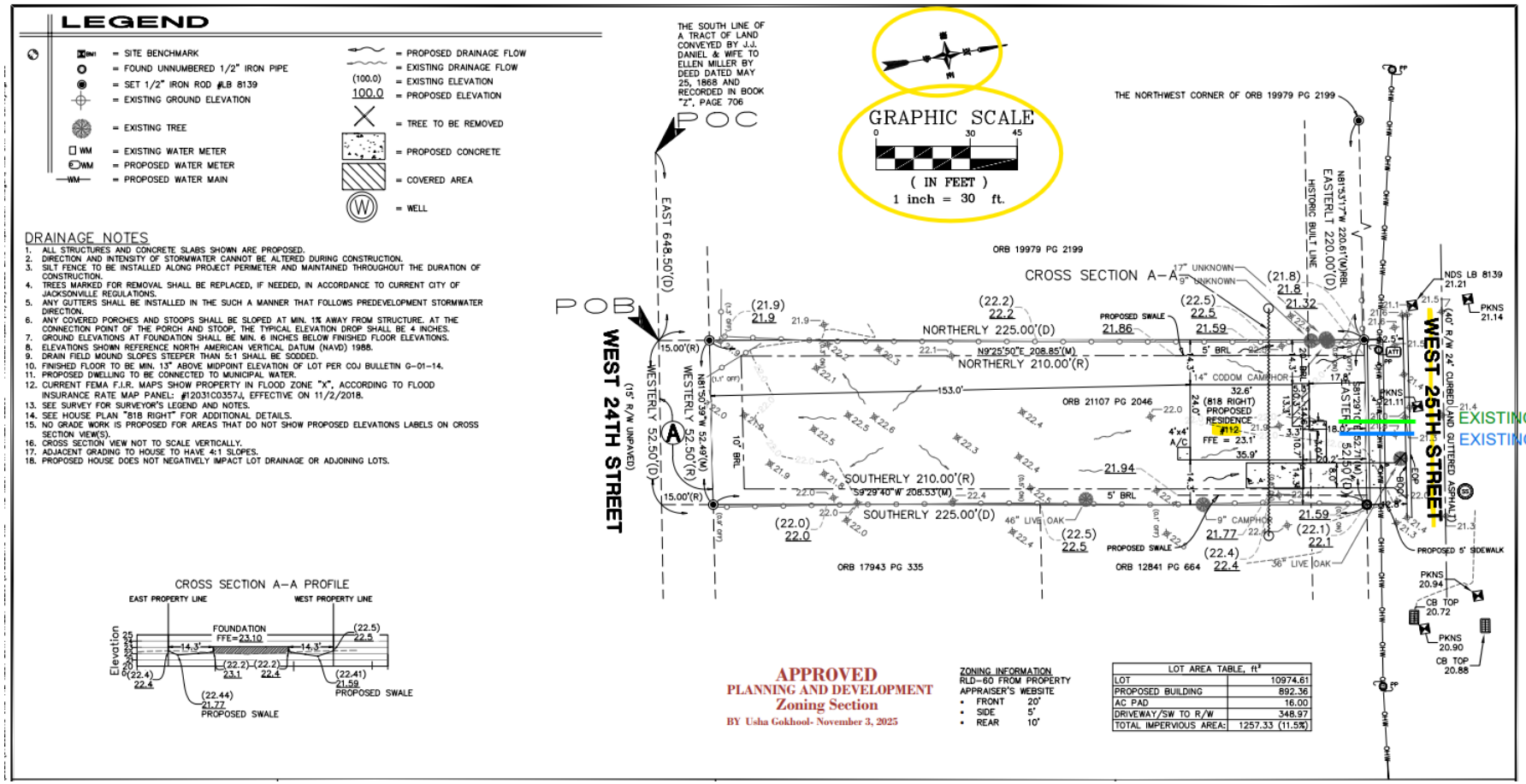
- All locates must be completed for "inactive" services (not used for more than 10 yrs)
- Infill Layout documents must be in *.PDF file format
- **WATER:** Show water service or well in blue and label as "Existing" or "New"
    - *New* water service 2 ft from p/l (or 5 ft when an electrical box is on the p/l)
    - *Existing* water service per Water Service Locate and Flow Test results
    - Cannot conflict with impervious area (driveway, sidewalk, walkway, etc.)
- **SEWER:** Show sewer service or septic system in green and label as "Existing" or "New"
    - *New* sewer service in center of lot
    - *Existing* sewer service per Sewer Locate results
    - New services cannot conflict with impervious area, unless no other option (Vacuum Sewer Pods must never conflict)
    - For Sewer Lateral Extensions, label as "Existing Sewer Service with Lateral Extension"

EXCEPTION: If an existing service is unusable, and the existing service does not conflict with impervious area, the new service is preferred to remain in the same location as the existing unusable service. This is classified as a "renewal".

Infill Layout Examples

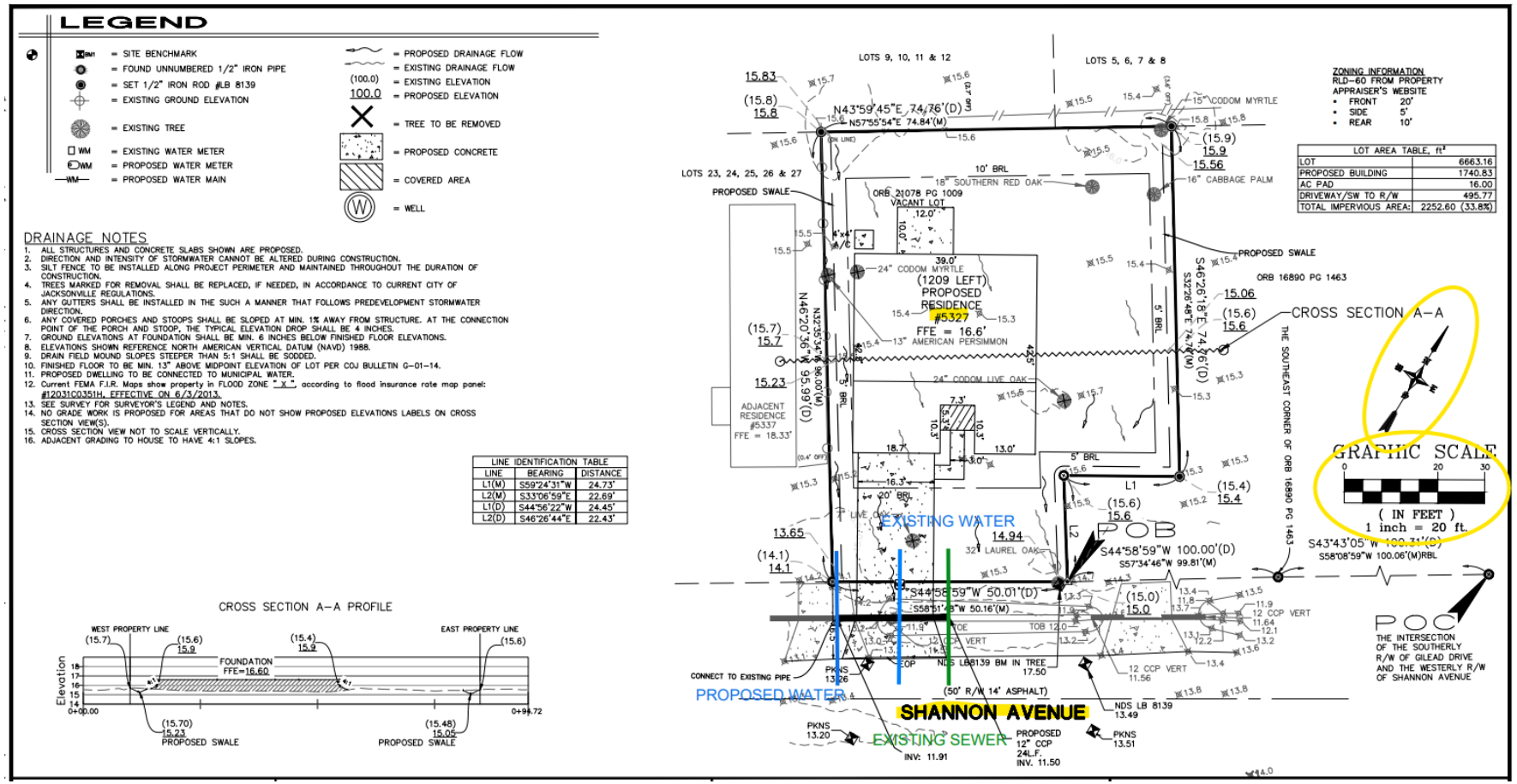
- Existing Water Service and Existing Sewer Service
- New Water Service and Existing Sewer Service
- New Water Service and New Sewer Service
- Existing Water Service and New Septic System
- New Sewer Service and New Well
- Water Service Renewal

Existing Water Service and Existing Sewer Service

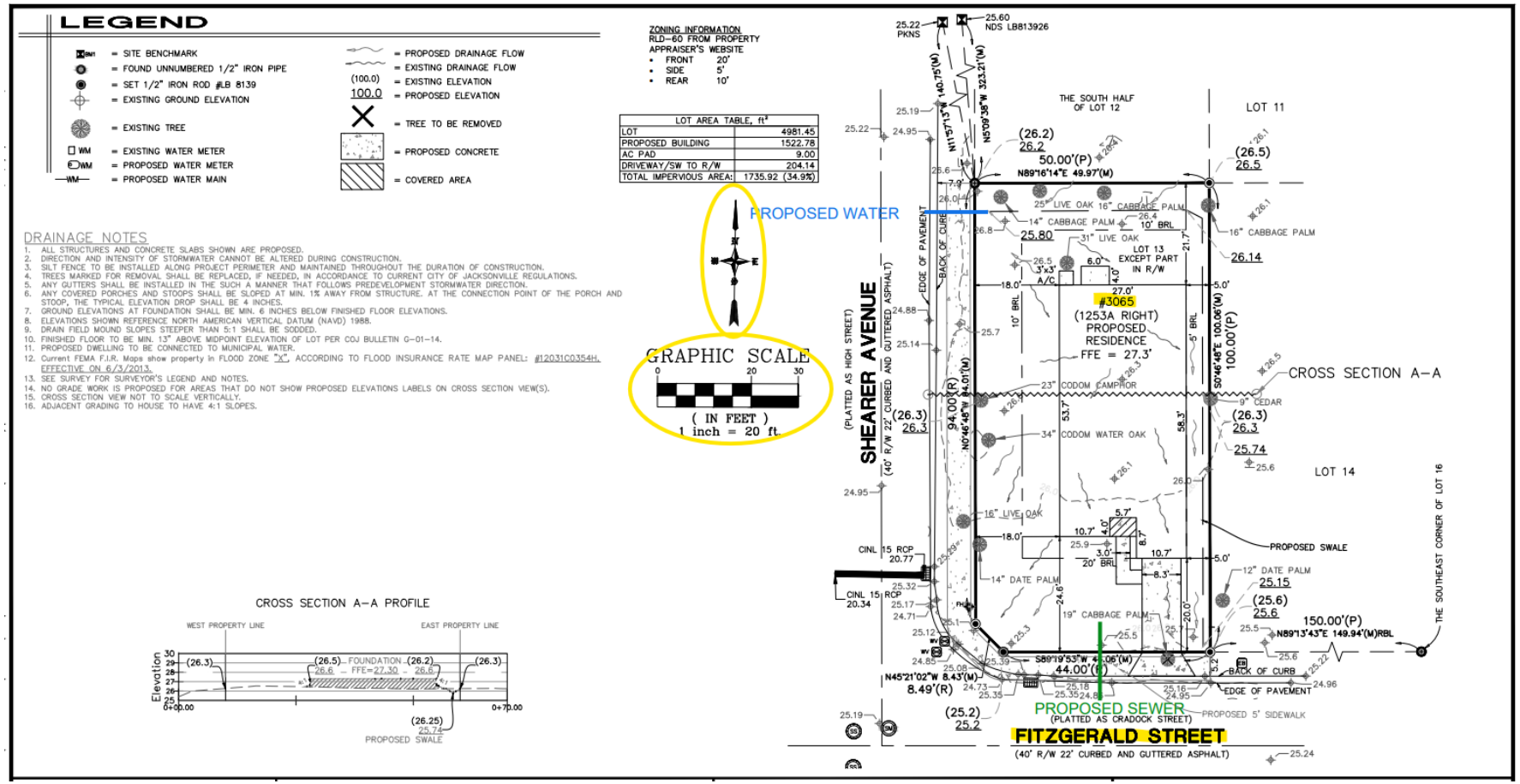


New Water Service* and Existing Sewer Service

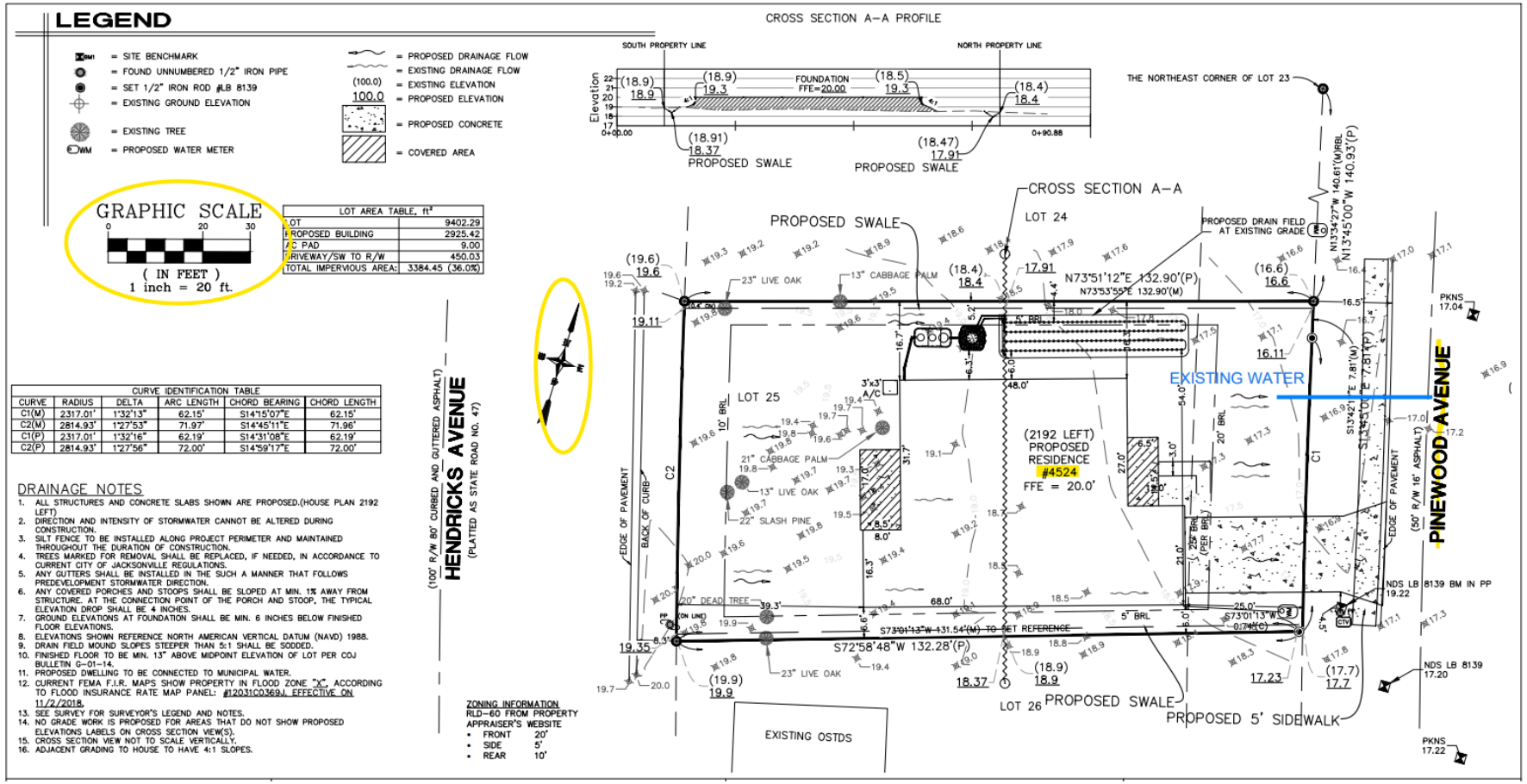
*Existing water was found unusable



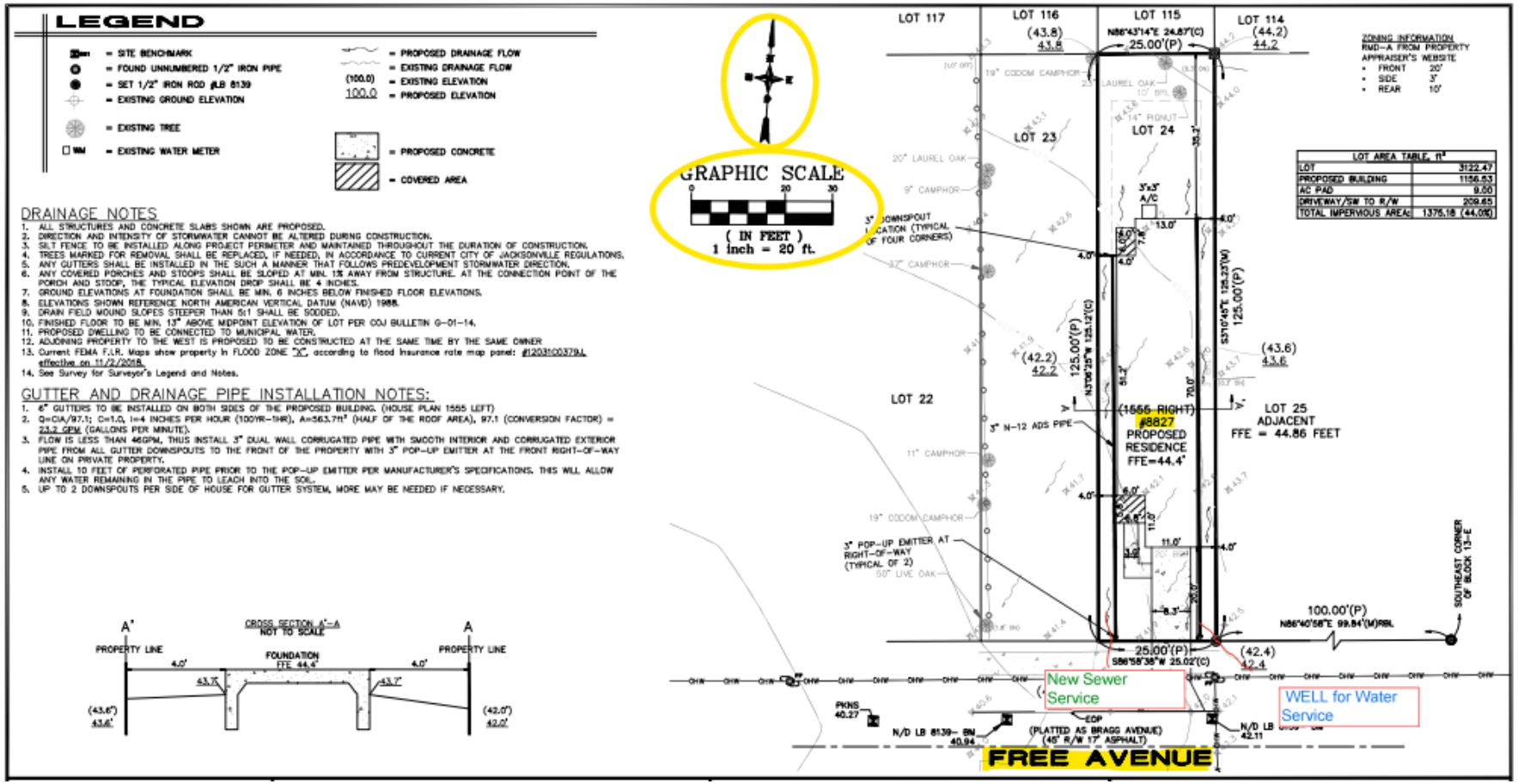
New Water Service and New Sewer Service



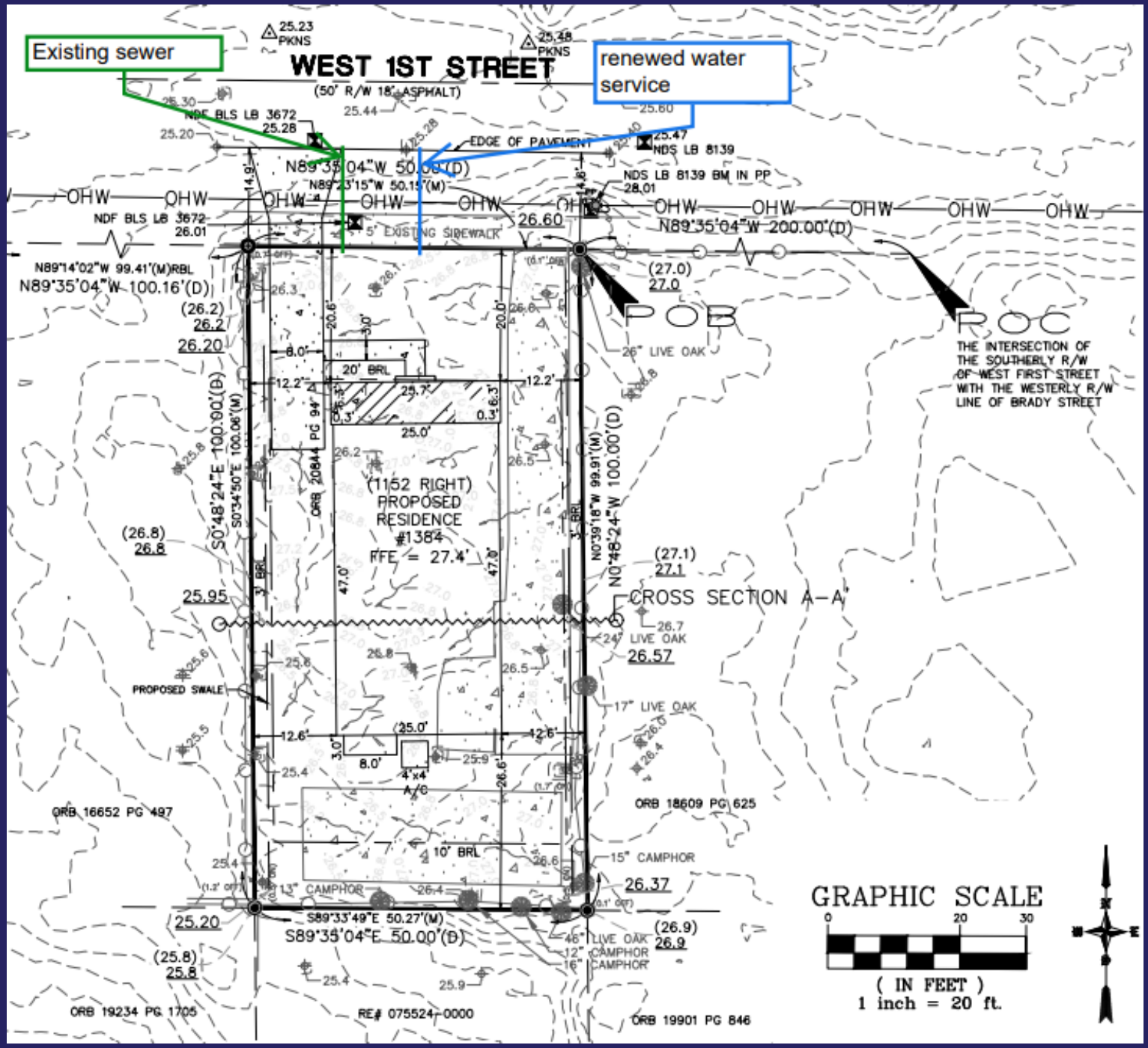
Existing Water Service and New Septic System



New Sewer Service and New Well



Water Service Renewal



Sages Announcements

- Service Availability Changes
- Residential New Service Application Changes
- Locate Changes
  - Water Preservice Processing Applications
  - Mark Property Lines

Final Thoughts

Next Quarterly Meeting – June 26th
Monthly Sages One-On-One Training
Questions?