

Santa Rosa County, Florida
Municipal Services Benefit Unit (MSBU)
Program Policy

ALL MSBUs

1. To establish an MSBU, 55% (75% for speed humps) of the affected Santa Rosa County property owners, who are residents of Santa Rosa County, must sign and approve a petition prepared by the Office of Management and Budget (OMB.) Each property owner equates to one vote, regardless of the number of lots owned. (We prefer all affected property owners sign the petition with either a Yes or No vote).
2. The person that requests that an MSBU be established must own property on the street or in the subdivision which is affected.
3. In order to increase an MSBU assessment, the same procedure applies as above.

Road Paving

1. Generally, assessments will be based on by lot cost with corner lots being charged at half the rate of non-corner lots.
2. For county maintained dirt roads, the property owners will pay for materials only.
3. For non-county maintained dirt roads, the property owners will pay for all costs; including, engineering fees, materials, labor and any other associated fees. (See **Separate Instructions Non-County Maintained Road Paving Projects.**)

Street Lighting

Streets wishing to install lights may establish an MSBU. Subdivisions with privately paid street lights may establish an MSBU. Streets that already have an active street lighting MSBU must obtain prior approval from the OMB department before additional poles or lights are installed; often a new petition may be required.

Canal Maintenance

Prior to any actual canal work that will incur an expense, a letter must be submitted to the Board of County Commissioners outlining the work to be done and the cost. This information will be routed to the County Engineer for review.

Sewer/Water

Assessments will be based on per lot or front footage of property, which ever provides the most equitable cost allocation. Generally by lot. (See **Separate Instructions Sewer/Water Projects.**)

Speed Humps

Prior approval is needed from Public Works Department for a speed hump MSBU.

Miscellaneous MSBUs

All other MSBUs are assessed based on the method providing the most equitable cost allocation.