

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	* <u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Budget Account No.:	Fund	Dept	Unit	Object	

Is Item Included in Current Budget? Yes ____ No ____

Reporting Category N/A

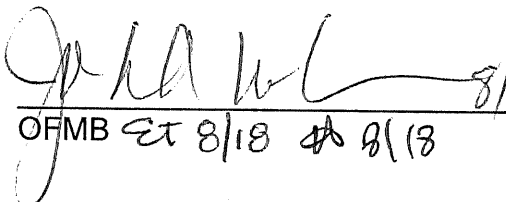
B. Recommended Sources of Funds/Summary of Fiscal Impact:

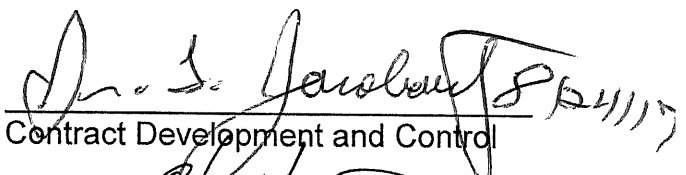
* No Fiscal Impact

C. Department Fiscal Review: _____


III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

 8/17/18
OFMB et 8/18 8/18

 8/24/18
Contract Development and Control

B. Legal Sufficiency:

 8/28/17
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY REQUESTING AN EASEMENT FROM THE STATE OF FLORIDA, BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND (TIITF), FOR THE PURPOSE OF CONSTRUCTION, OPERATION, AND MAINTENANCE OF SEWER FORCEMAIN ON STATE OWNED PROPERTY.

WHEREAS, the Board of County Commissioners for Palm Beach County seeks to request an easement to allow for the construction, operation, and maintenance of a proposed sewer forcemain (the "Utility Improvements") over certain property adjacent to Lakeside Medical Center in the City of Belle Glade.

WHEREAS, the easement property more particularly described in Exhibit "A" attached hereto and is owned by the TIITF; and,

WHEREAS, it would be in the best interest to the citizens of Palm Beach County, the City of Belle Glade and the State of Florida to allow for the construction, operation, and maintenance of these Utility Improvements and for TIITF to convey the necessary easement to Palm Beach County.

NOW, THEREFORE, be it resolved by the Board of County Commissioners for Palm Beach County:

1. That it is necessary and in the best interest of the citizens of Palm Beach County to acquire the easement from TIITF to allow construction, operation, and maintenance of the Utility Improvements, to wit:

See Exhibit "A" for a description of the easement.

2. That construction, operation, and maintenance of the Utility Improvements in the area described and depicted on Exhibit "A" would benefit the public.
3. That it would be beneficial for the State of Florida and its citizens, through TIITF, to convey said easement to Palm Beach County to allow for Utility Improvements.
4. Because of the benefits conferred by the utility improvements to the citizens of the City of Belle Glade, Palm Beach County, and the State of Florida, the Board of Commissioners of Palm Beach County requests all fees for the described easement be waived.

The foregoing Resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____, and upon being put to a vote, the vote was as follows:

- Commissioner Paulette Burdick, Mayor -
- Commissioner Melissa Mckinlay, Vice Mayor -
- Commissioner Hal R. Valeche -
- Commissioner Dave Kerner -
- Commissioner Steven L. Abrams -
- Commissioner Mary Lou Berger -
- Commissioner Mack Bernard -

The Chair thereupon declared the Resolution duly passed and adopted this _____ day of _____, 20__.

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS


SHARON R. BOCK, CLERK & COMPTROLLER

By: _____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: _____
County Attorney

I HEREBY CERTIFY that the attached Sketch and Description of the hereon described property is true and correct to the best of my knowledge and belief as prepared under my direction. I FURTHER CERTIFY that this Sketch and Description meets the Standards of Practice set forth in Chapter 5J-17.050 through 5J-17.052, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

4/4/17

DAVID A. BOWER
PROFESSIONAL SURVEYOR & MAPPER
STATE OF FLORIDA
CERTIFICATE NO. LS 5888

DESCRIPTION:

A 15.00 foot wide strip of land lying within a portion of Section 19, Township 43 South, Range 37 East, City of Belle Glade, Palm Beach County, Florida. Being more particularly described as follows:

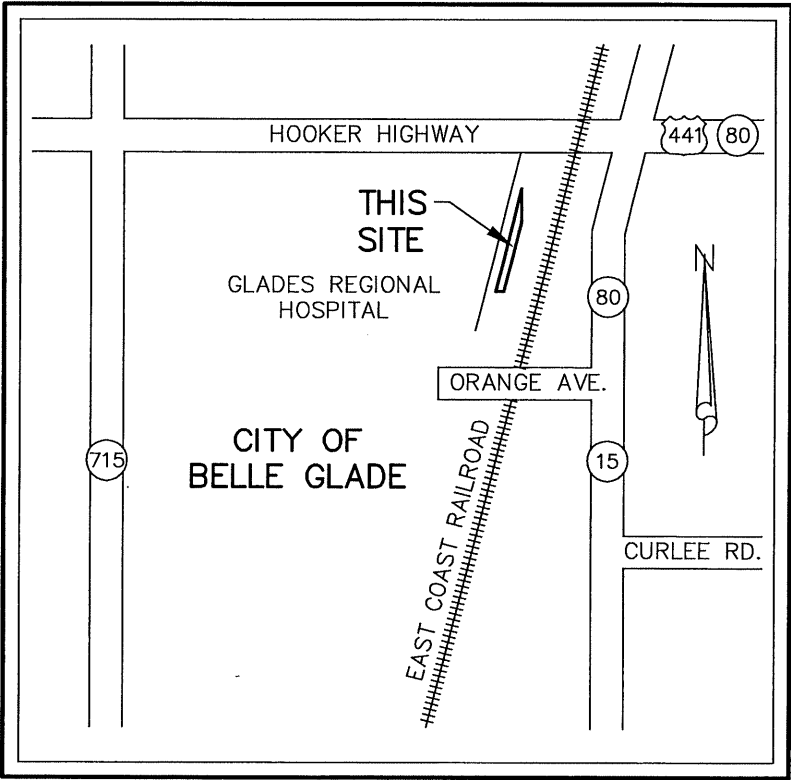
COMMENCING at the Northeast corner of said Section 19; thence South 00°16'48" East along the East line of said Section 19, a distance of 103.88 feet to a point being on a line lying 122.37 feet Northwesterly of and parallel with (as measured at right angles) the Westerly line of the FEC Railroad right-of-way line as recorded in Official Records Book 2159, Page 115 of the Public Records of Palm Beach County, Florida; thence South 16°26'24" West along said parallel line, a distance of 634.26 feet to a point being on the North line of a 15 foot wide force main easement as recorded in Official Records Book 22842, Page 1229 of the Public Records of Palm Beach County, Florida; thence South 89°40'25" East along said North line, a distance of 35.48 feet to the POINT OF BEGINNING; thence North 16°48'14" East departing said North line, a distance of 500.37 feet to a point being on the East line of said Section 19; thence South 00°16'48" East along said East line, a distance of 51.06 feet; thence South 16°48'14" West departing said East line, a distance of 447.13 feet to a point being on the North line of said 15 foot wide force main easement; thence North 89°40'25" West along said North line, a distance of 15.64 feet to the POINT OF BEGINNING.

Containing 7,106 square feet more or less.

LEGEND:

CFT	= CALCULATED FROM FIELD TRAVERSE	PG.	= PAGE
LB	= LICENSED BUSINESS	PCN	= PARCEL CONTROL NUMBER
O.R.B.	= OFFICIAL RECORDS BOOK	R/W	= RIGHT-OF-WAY
P.B.	= PLAT BOOK	S.F.	= SQUARE FEET
P.B.C.R.	= PALM BEACH COUNTY RECORDS	±	= MORE OR LESS

Dennis J. Leavy & Associates, Inc. Land Surveyors * Mappers 460 Business Park Way * Suite B Royal Palm Beach, Florida 33411 Phone: 561 753-0650 Fax: 561 753-0290	SKETCH & DESCRIPTION For: PALM BEACH COUNTY WATER UTILITIES		
	DRAWN: DB	SCALE: N/A	DATE: 04/04/17
	CHK: AV	JOB# 15-030-13 SD 1	SHEET: 1 OF 3



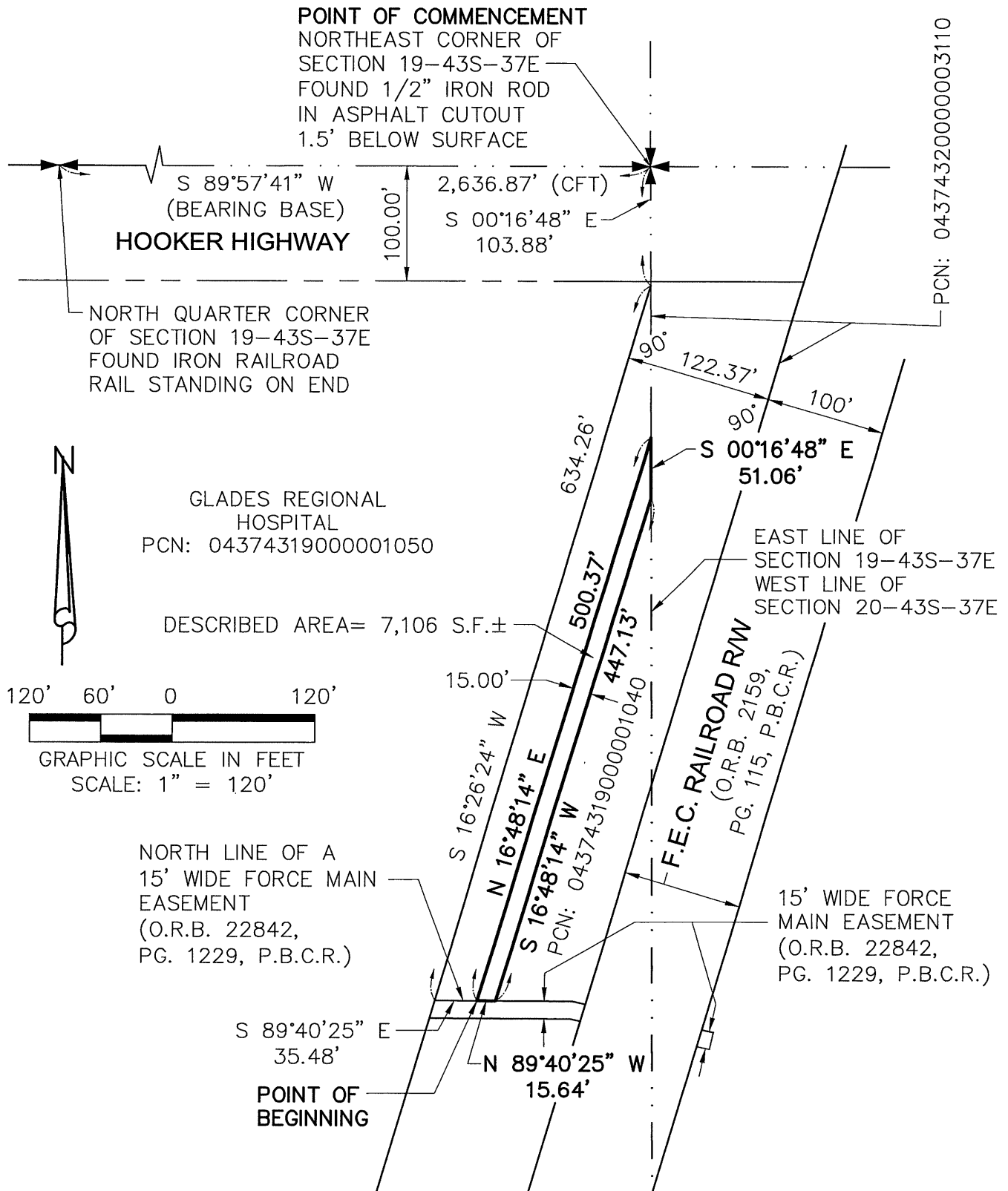
LOCATION MAP
NOT TO SCALE

SURVEYOR'S NOTES:

1. BEARINGS DEPICTED HEREON ARE BASED UPON THE NORTH LINE OF SECTION 19, TOWNSHIP 43 SOUTH, RANGE 37 EAST, CITY OF BELLE GLADE, PALM BEACH COUNTY, FLORIDA. SAID LINE BEING MONUMENTED AND HAVING A GRID (83/90) BEARING OF SOUTH 89° 57'41" WEST.
2. THIS INSTRUMENT NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
3. THE UNDERSIGNED MAKES NO REPRESENTATIONS OR GUARANTEES AS TO THE INFORMATION REFLECTED HEREON PERTAINING TO EASEMENTS, RIGHTS OF WAY, SETBACK LINES, AGREEMENTS AND OTHER MATTERS, AND FURTHER, THIS INSTRUMENT IS NOT INTENDED TO REFLECT OR SET FORTH ALL SUCH MATTERS. SUCH INFORMATION SHOULD BE OBTAINED AND CONFIRMED BY OTHERS THROUGH APPROPRIATE TITLE VERIFICATION. LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHTS OF WAY AND/OR EASEMENTS OF RECORD.
4. THE LICENSED BUSINESS NUMBER FOR DENNIS J. LEAVY & ASSOCIATES INC. IS LB #6599, THE CERTIFYING SURVEYORS LICENSE NUMBER IS LS #5888.
5. THIS IS NOT A SURVEY.

Dennis J. Leavy & Associates, Inc.
Land Surveyors * Mappers
460 Business Park Way * Suite B
Royal Palm Beach, Florida 33411
Phone: 561 753-0650 Fax: 561 753-0290

SKETCH & DESCRIPTION		
For: PALM BEACH COUNTY WATER UTILITIES		
DRAWN: DB	SCALE: N/A	DATE: 04/04/17
CHK: AV	JOB# 15-030-13 SD 1	SHEET: 2 OF 3




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SKETCH & DESCRIPTION
 For: PALM BEACH COUNTY WATER UTILITIES

DRAWN: DB	SCALE: 1"=120'	DATE: 04/04/17
CHK: AV	JOB# 15-030-13 SD 1	SHEET: 3 OF 3

I HEREBY CERTIFY that the attached Sketch and Description of the hereon described property is true and correct to the best of my knowledge and belief as prepared under my direction. I FURTHER CERTIFY that this Sketch and Description meets the Standards of Practice set forth in Chapter 5J-17.050 through 5J-17.052, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.


DAVID A. BOWER
PROFESSIONAL SURVEYOR & MAPPER
STATE OF FLORIDA
CERTIFICATE NO. LS 5888

DESCRIPTION:

A 15.00 foot wide strip of land lying within a portion of Section 20, Township 43 South, Range 37 East, City of Belle Glade, Palm Beach County, Florida. Being more particularly described as follows:

COMMENCING at the Northwest corner of said Section 20; thence South 00°16'48" East along the West line of said Section 20, a distance of 233.41 feet to the POINT OF BEGINNING; thence continue South 00°16'48" East along said West line, a distance of 51.06 feet; thence North 16°48'14" East departing said West line, a distance of 192.67 feet to a point being on the South right-of-way line of Hooker Highway as depicted on the State of Florida State Road Department Right of Way Map for State Road No. 15, Section 93130-2505, Sheet 5 of 5, approved date: 5-19-70, last revised date: 5-13-70; thence North 89°58'56" West along said South right-of-way line, a distance of 15.67 feet; thence South 16°48'14" West departing said South right-of-way line, a distance of 139.34 feet to the POINT OF BEGINNING.

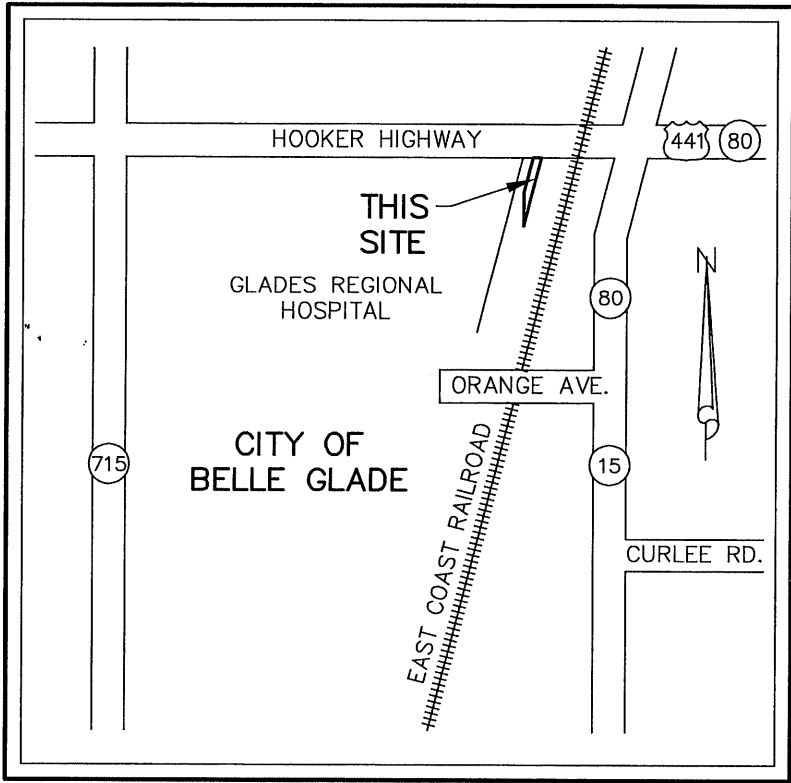
Containing 2,490 square feet more or less.

LEGEND:

CFT	= CALCULATED FROM FIELD TRAVERSE	R/W	= RIGHT-OF-WAY
LB	= LICENSED BUSINESS	S.F.	= SQUARE FEET
O.R.B.	= OFFICIAL RECORDS BOOK	±	= MORE OR LESS
P.B.	= PLAT BOOK	(RWM)	= PER THE STATE OF FLORIDA
P.B.C.R.	= PALM BEACH COUNTY RECORDS		STATE ROAD DEPARTMENT
PG.	= PAGE		RIGHT OF WAY MAP FOR
PCN	= PARCEL CONTROL NUMBER		STATE ROAD NO. 15,
			SECTION 93130-2505,
			SHEET 5 OF 5, APPROVED
			DATE: 5-19-70, LAST
			REVISED DATE: 5-13-70

Dennis J. Leavy & Associates, Inc.
Land Surveyors * Mappers
460 Business Park Way * Suite B
Royal Palm Beach, Florida 33411
Phone: 561 753-0650 Fax: 561 753-0290

SKETCH & DESCRIPTION		
For: PALM BEACH COUNTY WATER UTILITIES		
DRAWN: DB	SCALE: N/A	DATE: 04/04/17
CHK: AV	JOB# 15-030-13 SD 2	SHEET: 1 OF 3



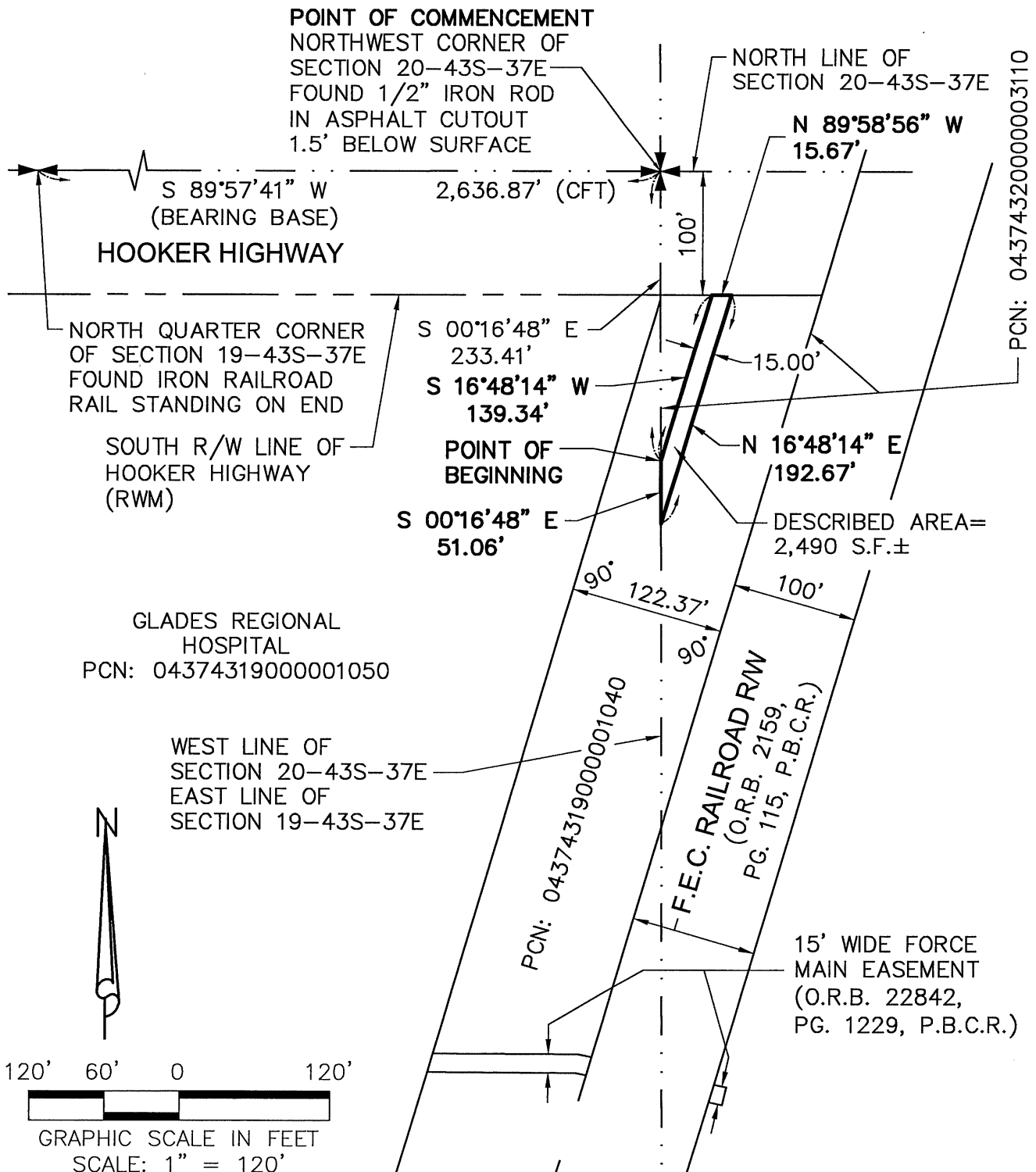
LOCATION MAP
NOT TO SCALE

SURVEYOR'S NOTES:

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DRAWN: DB	SCALE: N/A	DATE: 04/04/17
CHK: AV	JOB# 15-030-13 SD 2	SHEET: 2 OF 3

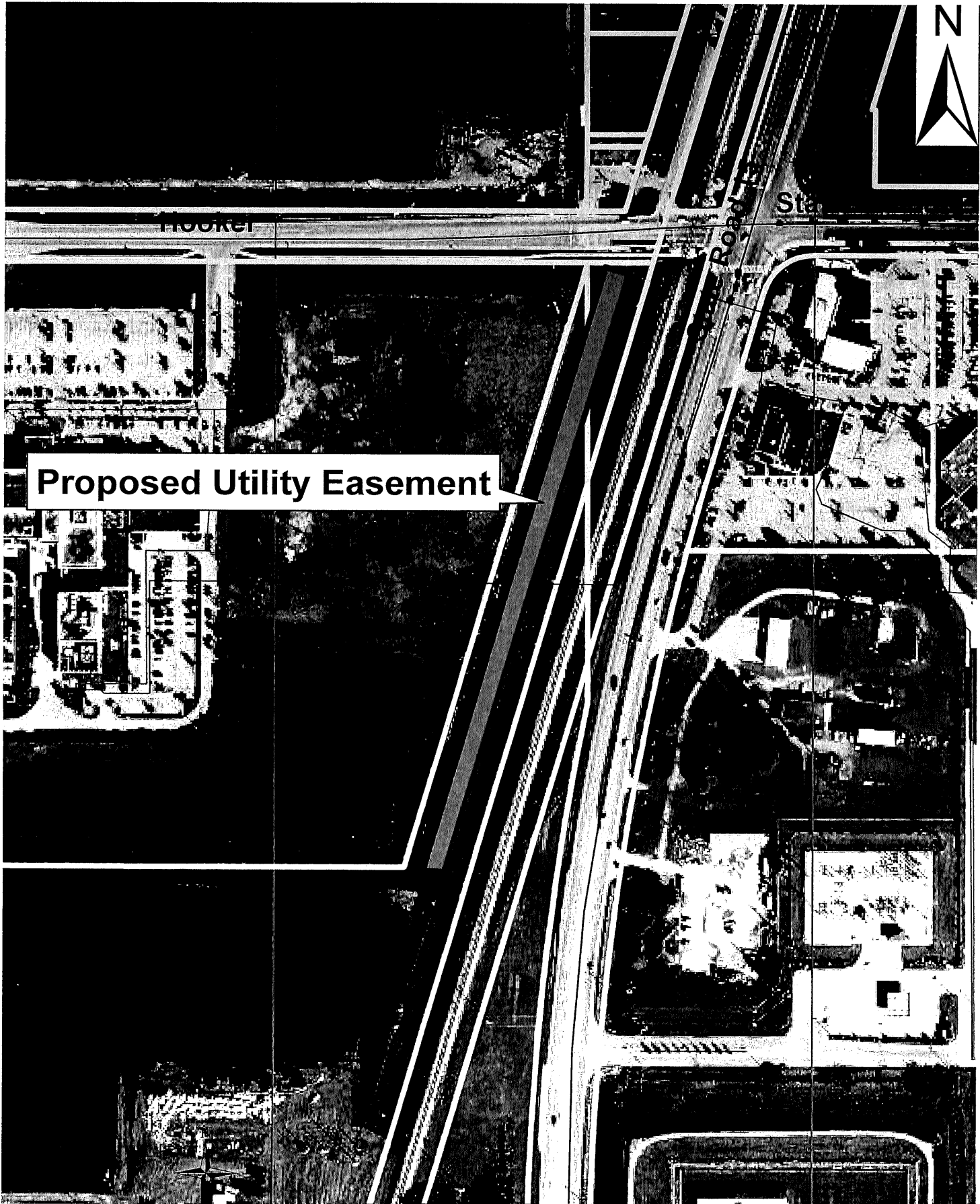


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For: PALM BEACH COUNTY WATER UTILITIES

DRAWN: DB	SCALE: 1"=120'	DATE: 04/04/17
CHK: AV	JOB# 15-030-13 SD 2	SHEET: 3 OF 3

ATTACHMENT 2
LOCATION MAP



Date: 5/22/2017

ATTACHMENT 3

APPLICATION FOR THE USE OF STATE OWNED UPLANDS

BOARD OF TRUSTEES
OF THE INTERNAL IMPROVEMENT TRUST FUND
OF THE STATE OF FLORIDA

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION



Instructions and general guidance for completing this application:

**Please be advised that the information requested herein, is to provide DEP the necessary information to complete the requested authorization.*

This application is comprised of two (2) separate sections that are outlined and described as follows:

Section 1 – General Information

This section is used to indicate what type of upland authorization is requested. It is also used for contact information relative to the applicant and/or their representative. In addition, some general property information should be entered.

Section 2 – Other Specific Information

This part requests specific information relative to the type of upland authorization requested.

What Section(s) or Part(s) must be completed?

The table below depicts the applicable section(s) or part(s) that must be completed before submitting the application:

Type of Authorization Requested	Section(s) or Part(s) to be completed					
	Section 1	Section 2				
		Part A	Part B	Part C	Part D	Part E
Lease	✓	✓				
Sublease	✓		✓			
Easement	✓			✓		
Use Agreement	✓				✓	
Conveyance	✓					✓
Other*	✓					

**This includes types such as Letter of Consent, Estoppel, Affidavit, etc.*

PRIOR TO COMPLETING THIS APPLICATION, PLEASE BE ADVISED THAT:

Any application to use state land which would result in significant adverse impact to state land or associated resources shall not be approved unless the applicant demonstrates there is no other alternative and proposes compensation or mitigation acceptable to the Board of Trustees pursuant to paragraph 18-2.018(2)(i), Florida Administrative Code. Any requested use of state land which has been acquired for a specific purpose, such as conservation and recreation lands, shall be consistent with the original specified purpose for acquiring such land pursuant to paragraph 18-2.018(2)(c), Florida Administrative Code.

SPECIAL NOTE TO ALL APPLICANTS: SUBMITTAL OF A COMPLETE APPLICATION SHALL NOT OPERATE TO CREATE ANY RIGHTS OR CONSTITUTE ANY GROUNDS FOR THE DEPARTMENT TO RECOMMEND APPROVAL OF ANY REQUESTED USE OF STATE LAND. THE BOARD OF TRUSTEES HAS THE AUTHORITY AND RESERVES THE RIGHT TO DENY ANY APPLICATION. ALL COSTS INCURRED BY APPLICANTS COMPLYING WITH THE REQUIREMENTS OF THIS APPLICATION SHALL BE AT THEIR OWN RISK. COSTS ASSOCIATED WITH OBTAINING AN AUTHORIZATION ARE NON-REFUNDABLE AND SHALL BE ASSUMED BY THE APPLICANT INCLUDING, BUT NOT LIMITED TO, ALL APPRAISALS, ALL SURVEYS, ALL TITLE SEARCHES, AND ALL RECORDING FEES.

Completed Applications with any and all required attachments shall be electronically submitted to Upland.Applications@dep.state.fl.us. Please be advised that applications deemed incomplete will be immediately returned to the Applicant with a request to provide any outstanding items.

If unable to send electronically, mail (1) one hard copy to the address below:

Department of Environmental Protection
Division of State Lands
Bureau of Public Land Administration
3800 Commonwealth Boulevard, MS 130
Tallahassee, Florida 32399-3000



Section 1 – General Information

REQUESTED ACTION

- ☒ New
☐ Amendment
- ☐ Release
☐ Partial Release
- ☐ Assignment/Assumption

AUTHORIZATION REQUESTED

- ☐ Lease
☐ Sublease
- ☒ Easement
☐ Use Agreement
- ☐ Conveyance
☐ Other: _____

TYPE OF ENTITY REQUESTING AUTHORIZATION

- ☐ State Agency
- ☒ Federal, Regional or Local Agency
- ☐ Private – Please indicate if commercial: ☐ YES ☐ NO

<u>Applicant Information</u>		
Legal Name of Lessee/Grantee: Palm Beach County Water Utilities Department		
Contact Name: Hassan Hadjimiry		Title: Assistant Director
Address: 8100 Forest Hill Boulevard		
City: West Palm Beach	State: Florida	Zip: 33416
Phone (1): 561-493-6021	Phone (2):	Fax:
Email Address: hhadjimiry@pbewater.com		
<u>Billing Information</u> (if same as above check here <input checked="" type="checkbox"/>)		
Name:		
Title:	Company:	
Address:		
City:	State:	Zip:
Phone (1):	Phone (2):	Fax:
Email:		
<u>Representative Information:</u> (Only complete if someone will be handling this transaction on your behalf)		
Name: Christopher Pettit		
Title: Policy and Legislation Manager	Company: Palm Beach County Water Utilities Department	
Address: 8100 Forest Hill Boulevard		
City: West Palm Beach	State: Florida	Zip: 33416
Phone (1): 561-493-6009	Phone (2):	Fax:
Email Address: cpettit@pbewater.com		
<u>Management Plan or Land Use Plan Contact Information</u> (for Leases/Subleases only)		
Name:		Title:
Phone (1):	Phone (2):	Fax:
Email Address:		



Section 1 – General Information (cont’d)

Estimated construction commencement date (if applicable): _____

Property Information		
County: Palm Beach	Property Appraiser's Parcel ID Number: 04-37-43-20-00-000-3110	
Section: 20	Township 43	Range: 37
Approximate Acres: 0.61		
Zoning Designation: Municipal Area		
Location Address: 38811 James Wheeler Way		
City Belle Glade	State: Florida	Zip 33430

Descriptive Narrative describing the intended use of the property. Narrative shall include the following:
*Narrative can be attached as a separate page(s).
a) The requested term, which shall not be greater than is necessary to provide for the reasonable use of the state land and shall not be greater than the parent lease term.
b) The need for the proposed use of state lands and written evidence that all other alternatives to the use of state lands have been denied.
c) Projected revenue to be generated from the use of state lands.
d) Whether the intended use is public or private and the extent of public access for such use.
e) A statement describing the public benefits that will occur as a result of the proposed use of state lands.

The Palm Beach County Water Utilities Department (PBCWUD) is planning to construct a sewer forcemain connecting Runyon Village on 3405 State Road 15, Belle Glade to an existing sewer forcemain at 500 Orange Avenue Cir. Runyon Village sewer system is currently operating on a private wastewater facility. The property's owner desire to connect to PBCWUD sewer system and abandon the wastewater facility. This sewer forcemain will allow for connection of Runyon Village sewer system to PBCWUD. An easement is required in order to allow legal access for operation and maintenance purposes of this sewer forcemain.

Section 1 – General Information (cont’d)

Required Attachments

The following must be completed and attached for all types of authorization requests:

- ☒ A recent aerial photograph with the boundaries of the proposed project.
- ☒ A county tax map identifying the parcel(s).
- ☒ A letter from the applicable local planning agency stating that the proposed use of state lands is consistent with the local government comprehensive plan.
- ☐ Non-refundable \$300 application fee per 18-2.019(6), F.A.C. (does not apply to State/Federal agencies)
- ☒ A certified survey* or sketch of description**, which contains the boundaries, legal description(s), and acreage of the property.
*The Department, at its discretion and if deemed necessary, can require a boundary survey for the action requested.
**If the applicant chooses to submit a sketch of description it must include a note of what field methods were used to complete the sketch.



Section 2 – Other Specific Information

A) Leases:

Parent Lease number (if existing): _____

- ☐ A statement describing the public benefits that will occur as a result of the proposed lease; how the lease will impact local resources and the general public; and how the proposed lease of state land will not be contrary to the public interest.
- ☐ A written statement from the managing agency agreeing to lease the state-owned parcel(s).
- ☐ For Leases subject to Section 253.034(13), F.S., provide a business plan with the pertinent information required by Statute.

Any **Private entity** applying for a lease, must also include:

- ☐ A written commitment to pay a lease fee based on the appraised market value of the proposed lease.
- ☐ Names and addresses, as shown on the latest county tax assessment roll, of all property owners lying within a 500-foot radius of the state land proposed for lease, certified by the county property appraiser.

Any **Local Governments** applying for a lease, must also include:

- ☐ A formal resolution adopted by the Board of County/City Commissioners requesting the proposed lease.

If applying for a **Full Release** or **Partial Release** of Lease, please complete the items below:

Are there any subleases, sub-sub leases, etc. within the area requesting to be released? ☐ YES ☐ NO
If so, has notification of the intent to release been provided? ☐ YES ☐ NO

- ☐ A written statement confirming that Lessee understands the release will not be executed until the property is leased or sold to another entity. Lessee will remain under lease and will continue to be responsible for the maintenance and upkeep of the property until the release is executed by the Board of Trustee.

B) Subleases:

Sublease number of existing sublease (if applicable): _____

Parent Lease number (if applicable): _____

- ☐ A written statement from the managing agency approving the proposed action, along with a statement describing how the sublease conforms to the management plan or land use plan when the sublease application involves state land that is under lease.

Any **Private entity** applying for a sublease, must also include:

- ☐ A written commitment to pay a sublease fee based on one of the following: (1) appraised market value, (2) negotiated value or (3) competitive bid.

Any **Local Governments** applying for a sublease, must also include:

- ☐ A formal resolution adopted by the Board of County/City Commissioners requesting the proposed sublease.

If applying for a **Full Release** or **Partial Release** of Sublease, please complete the items below:

Are there any sub-sub leases, etc. within the area requesting to be released? ☐ YES ☐ NO
If so, has notification of the intent to release been provided? ☐ YES ☐ NO

- ☐ A written statement confirming that Lessee understands the release will not be executed until the property is leased or sold to another entity. Lessee will remain under lease and will continue to be responsible for the maintenance and upkeep of the property until the release is executed by the Board of Trustee.



C) Easements

**Applicants applying for an easement across state land which is managed for the conservation and protection of natural resources shall be required to provide net positive benefit as defined in subsection 18-2.017(38), Florida Administrative Code, if the proposed easement is approved.*

Parent Lease number (if applicable): _____

☒ A written statement from the managing agency approving the proposed action, along with a statement describing how the proposed easement conforms to the management plan or land use plan (when the easement application involves state land which is under lease or sublease).

Any **Private entity** applying for a private Easement, must also include:

☐ The applicable application fee per 18-2.019(6), F.A.C.

☐ A written commitment to pay an easement fee based on the appraised market value of the proposed easement.

Any **Local Governments** applying for an Easement, must also include:

☐ A formal resolution adopted by the Board of County/City Commissioners requesting the proposed easement.

D) Use Agreements

Parent Lease number (if applicable): _____

Please indicate what type of use agreement is requested:

☐ Well-Monitoring ☐ Beach (Re)Nourishment

☐ Geophysical ☐ Other: _____

☐ A written statement from the managing agency approving the proposed action, along with a statement describing how the proposed use agreement conforms with the management plan or land use plan when the use agreement application involves state land which is under lease or sublease.

E) Conveyances

☐ Release of Deed Restriction(s)

☐ Modification of Deed Restriction(s)

☐ Reverter Deeds

☐ DACS Conveyance (DSL-5) Pursuant to s. 253.025(13)(a), F.S.



APPLICATION FOR THE USE OF STATE OWNED UPLANDS

**BOARD OF TRUSTEES
OF THE INTERNAL IMPROVEMENT TRUST FUND
OF THE STATE OF FLORIDA**

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION



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Sublease	✓		✓			
Easement	✓			✓		
Use Agreement	✓				✓	
Conveyance	✓					✓
Other*	✓					

**This includes types such as Letter of Consent, Estoppel, Affidavit, etc.*

PRIOR TO COMPLETING THIS APPLICATION, PLEASE BE ADVISED THAT:

Any application to use state land which would result in significant adverse impact to state land or associated resources shall not be approved unless the applicant demonstrates there is no other alternative and proposes compensation or mitigation acceptable to the Board of Trustees pursuant to paragraph 18-2.018(2)(i), Florida Administrative Code. Any requested use of state land which has been acquired for a specific purpose, such as conservation and recreation lands, shall be consistent with the original specified purpose for acquiring such land pursuant to paragraph 18-2.018(2)(c), Florida Administrative Code.

SPECIAL NOTE TO ALL APPLICANTS: SUBMITTAL OF A COMPLETE APPLICATION SHALL NOT OPERATE TO CREATE ANY RIGHTS OR CONSTITUTE ANY GROUNDS FOR THE DEPARTMENT TO RECOMMEND APPROVAL OF ANY REQUESTED USE OF STATE LAND. THE BOARD OF TRUSTEES HAS THE AUTHORITY AND RESERVES THE RIGHT TO DENY ANY APPLICATION. ALL COSTS INCURRED BY APPLICANTS COMPLYING WITH THE REQUIREMENTS OF THIS APPLICATION SHALL BE AT THEIR OWN RISK. COSTS ASSOCIATED WITH OBTAINING AN AUTHORIZATION ARE NON-REFUNDABLE AND SHALL BE ASSUMED BY THE APPLICANT INCLUDING, BUT NOT LIMITED TO, ALL APPRAISALS, ALL SURVEYS, ALL TITLE SEARCHES, AND ALL RECORDING FEES.

Completed Applications with any and all required attachments shall be electronically submitted to Upland.Applications@dep.state.fl.us. Please be advised that applications deemed incomplete will be immediately returned to the Applicant with a request to provide any outstanding items.

If unable to send electronically, mail (1) one hard copy to the address below:
Department of Environmental Protection
Division of State Lands
Bureau of Public Land Administration
3800 Commonwealth Boulevard, MS 130
Tallahassee, Florida 32399-3000



Section 1 – General Information

REQUESTED ACTION

- ☒ New
☐ Amendment
- ☐ Release
☐ Partial Release
- ☐ Assignment/Assumption

AUTHORIZATION REQUESTED

- ☐ Lease
☐ Sublease
- ☒ Easement
☐ Use Agreement
- ☐ Conveyance
☐ Other: _____

TYPE OF ENTITY REQUESTING AUTHORIZATION

- ☐ State Agency
- ☒ Federal, Regional or Local Agency
- ☐ Private – Please indicate if commercial: ☒ YES ☐ NO

<u>Applicant Information</u>		
Legal Name of Lessee/Grantee: Palm Beach County Water Utilities Department		
Contact Name: Hassan Hadjimiry		Title: Assistant Director
Address: 8100 Forest Hill Boulevard		
City: West Palm Beach	State: Florida	Zip: 33416
Phone (1): 561-493-6021	Phone (2):	Fax:
Email Address: hhadjimiry@pbewater.com		
<u>Billing Information</u> (if same as above check here <input checked="" type="checkbox"/>)		
Name:		
Title:	Company:	
Address:		
City:	State:	Zip:
Phone (1):	Phone (2):	Fax:
Email:		
<u>Representative Information:</u> (Only complete if someone will be handling this transaction on your behalf)		
Name: Christopher Pettit		
Title: Policy and Legislation Manager	Company: Palm Beach County Water Utilities Department	
Address: 8100 Forest Hill Boulevard		
City: West Palm Beach	State: Florida	Zip: 33416
Phone (1): 561-493-6009	Phone (2):	Fax:
Email Address: cpettit@pbewater.com		
<u>Management Plan or Land Use Plan Contact Information</u> (for Leases/Subleases only)		
Name:		Title:
Phone (1):	Phone (2):	Fax:
Email Address:		



Section 1 – General Information (cont’d)

Estimated construction commencement date (if applicable): _____

Property Information		
County: Palm Beach	Property Appraiser’s Parcel ID Number: 04-37-43-19-00-000-1040	
Section: 19	Township 43	Range: 37
Approximate Acres: 2.83		
Zoning Designation: Municipal Area		
Location Address: 500 Orange Avenue Cir		
City Belle Glade	State: Florida	Zip 33430

Descriptive Narrative describing the intended use of the property. Narrative shall include the following:
**Narrative can be attached as a separate page(s).*
a) *The requested term, which shall not be greater than is necessary to provide for the reasonable use of the state land and shall not be greater than the parent lease term.*
b) *The need for the proposed use of state lands and written evidence that all other alternatives to the use of state lands have been denied.*
c) *Projected revenue to be generated from the use of state lands.*
d) *Whether the intended use is public or private and the extent of public access for such use.*
e) *A statement describing the public benefits that will occur as a result of the proposed use of state lands.*

The Palm Beach County Water Utilities Department (PBCWUD) is planning to construct a sewer forcemain connecting Runyon Village on 3405 State Road 15, Belle Glade to an existing sewer forcemain at 500 Orange Avenue Cir. Runyon Village sewer system is currently operating on a private wastewater facility. The property's owner desire to connect to PBCWUD sewer system and abandon the wastewater facility. This sewer forcemain will allow for connection of Runyon Village sewer system to PBCWUD. An easement is required in order to allow legal access for operation and maintenance purposes of this sewer forcemain.

Section 1 – General Information (cont’d)

Required Attachments

The following must be completed and attached for all types of authorization requests:

- ☒ A recent aerial photograph with the boundaries of the proposed project.
- ☒ A county tax map identifying the parcel(s).
- ☒ A letter from the applicable local planning agency stating that the proposed use of state lands is consistent with the local government comprehensive plan.
- ☐ Non-refundable \$300 application fee per 18-2.019(6), F.A.C. *(does not apply to State/Federal agencies)*
- ☒ A certified survey* or sketch of description**, which contains the boundaries, legal description(s), and acreage of the property.
**The Department, at its discretion and if deemed necessary, can require a boundary survey for the action requested.*
***If the applicant chooses to submit a sketch of description it must include a note of what field methods were used to complete the sketch.*



Section 2 – Other Specific Information

A) Leases:

Parent Lease number (if existing): _____

- ☐ A statement describing the public benefits that will occur as a result of the proposed lease; how the lease will impact local resources and the general public; and how the proposed lease of state land will not be contrary to the public interest.
- ☐ A written statement from the managing agency agreeing to lease the state-owned parcel(s).
- ☐ For Leases subject to Section 253.034(13), F.S., provide a business plan with the pertinent information required by Statute.

Any **Private entity** applying for a lease, must also include:

- ☐ A written commitment to pay a lease fee based on the appraised market value of the proposed lease.
- ☐ Names and addresses, as shown on the latest county tax assessment roll, of all property owners lying within a 500-foot radius of the state land proposed for lease, certified by the county property appraiser.

Any **Local Governments** applying for a lease, must also include:

- ☐ A formal resolution adopted by the Board of County/City Commissioners requesting the proposed lease.

If applying for a **Full Release** or **Partial Release** of Lease, please complete the items below:

Are there any subleases, sub-sub leases, etc. within the area requesting to be released? ☐ YES ☐ NO
If so, has notification of the intent to release been provided? ☐ YES ☐ NO

- ☐ A written statement confirming that Lessee understands the release will not be executed until the property is leased or sold to another entity. Lessee will remain under lease and will continue to be responsible for the maintenance and upkeep of the property until the release is executed by the Board of Trustee.

B) Subleases:

Sublease number of existing sublease (if applicable): _____

Parent Lease number (if applicable): _____

- ☐ A written statement from the managing agency approving the proposed action, along with a statement describing how the sublease conforms to the management plan or land use plan when the sublease application involves state land that is under lease.

Any **Private entity** applying for a sublease, must also include:

- ☐ A written commitment to pay a sublease fee based on one of the following: (1) appraised market value, (2) negotiated value or (3) competitive bid.

Any **Local Governments** applying for a sublease, must also include:

- ☐ A formal resolution adopted by the Board of County/City Commissioners requesting the proposed sublease.

If applying for a **Full Release** or **Partial Release** of Sublease, please complete the items below:

Are there any sub-sub leases, etc. within the area requesting to be released? ☐ YES ☐ NO
If so, has notification of the intent to release been provided? ☐ YES ☐ NO

- ☐ A written statement confirming that Lessee understands the release will not be executed until the property is leased or sold to another entity. Lessee will remain under lease and will continue to be responsible for the maintenance and upkeep of the property until the release is executed by the Board of Trustee.



C) Easements

**Applicants applying for an easement across state land which is managed for the conservation and protection of natural resources shall be required to provide net positive benefit as defined in subsection 18-2.017(38), Florida Administrative Code, if the proposed easement is approved.*

Parent Lease number (if applicable): _____

- ☒ A written statement from the managing agency approving the proposed action, along with a statement describing how the proposed easement conforms to the management plan or land use plan (when the easement application involves state land which is under lease or sublease.

Any **Private entity** applying for a private Easement, must also include:

- ☐ The applicable application fee per 18-2.019(6), F.A.C.
- ☐ A written commitment to pay an easement fee based on the appraised market value of the proposed easement.

Any **Local Governments** applying for an Easement, must also include:

- ☐ A formal resolution adopted by the Board of County/City Commissioners requesting the proposed easement.

D) Use Agreements

Parent Lease number (if applicable): _____

Please indicate what type of use agreement is requested:

- | | |
|---------------------------------------|---|
| <input type="radio"/> Well-Monitoring | <input type="radio"/> Beach (Re)Nourishment |
| <input type="radio"/> Geophysical | <input type="radio"/> Other: _____ |

- ☐ A written statement from the managing agency approving the proposed action, along with a statement describing how the proposed use agreement conforms with the management plan or land use plan when the use agreement application involves state land which is under lease or sublease.

E) Conveyances

- ☐ Release of Deed Restriction(s)
- ☐ Modification of Deed Restriction(s)
- ☐ Reverter Deeds
- ☐ DACS Conveyance (DSL-5) Pursuant to s. 253.025(13)(a), F.S.

