

“EXHIBIT A”

SEBASTIAN RIVER IMPROVEMENT DISTRICT (SRID) Guidelines for the SALE OR EXCHANGE OF SURPLUS LANDS

A letter requesting that the lands be declared surplus, including the applicant’s name, address and phone number.

Non-refundable application/processing fee in the amount of \$500.00 payable to the Sebastian River Improvement District/ (SRID).

An initial Professional Fee Deposit of \$2,500.00 payable to the Sebastian River Improvement District. This fee will be a deposit on the payment of any professional fees, to include but not be limited to Engineering/Surveying; Attorney fees which may need to be employed on behalf of the SRID for the specific review of this request. Any fees occurred in excess of this initial deposit will be the responsibility of the applicant to pay in a timely and complete manner. Any balance of fees remaining after the completion of the transaction and submission of all applicable paperwork will be returned to the applicant.

A boundary survey meeting minimum technical standards, including accurate legal description and acreage of the land to be declared surplus;

Evidence of title that the adjacent land is owned by the applicant, or the underlying fee title to the land encumbered by a SRID easement is owned by the applicant;

A statement of the proposed use or development of the land;

A statement evidencing that the proposed transaction is not contrary to the public interest; and

Any other survey, engineering or technical data necessary for SRID to evaluate the request that the land be declared surplus. This would include but not be limited to local City; Municipality; County; and Regional Water Management District reports.

In addition to the above, a certified appraisal of the land, dated within 120 days prior to the date of the sale must be obtained. The appraisal will be conducted by an appraiser with qualifications acceptable to the SRID. All associated costs with the appraisal will be paid by the applicant. Any additional costs, including but not limited to survey, appraisal and recording fees, will be the responsibility of the applicant. The applicant may order a title search and title insurance covering the lands to be declared surplus at the expense of the applicant. If the appraisal is not satisfactory to the SRID, an additional appraisal will be required at applicant’s expense.

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**The request will be processed in accordance with SRID rules, policies and procedures.
Conveyance will be made by quit claim deed.**

The letter and all required documentation should be sent to the attention:

**Administrator
Sebastian River Improvement District
P.O. Box 690336, Vero Beach, Florida 32969**

Telephone (772) 562-9176

NOTE: This process is separate and distinct from the General Permit process associated with right of way use and connection to the SRID system.