

CITY OF MIAMI
DEPARTMENT OF RESILIENCE AND PUBLIC WORKS
DEVELOPMENT AND ROADWAY PLANS SECTION
APPLICATION

PERPETUAL SIDEWALK EASEMENT
PLEASE TYPE OR PRINT

DATE _____

1. Name of Owner or Owners: _____
(If Corp. - Name of Corp. as shown on Deed)
2. Address of Property: _____
Email address: _____
Plan Process #: _____
3. Owner's or Engineer's Phone number: _____
4. Contractor's (Builder)/Expediter's Name & Phone number: _____
5. **The Owner shall make the request for "Perpetual Sidewalk Easement" agreement by sending a letter to:**

DIRECTOR
City of Miami Department of Resilience and Public Works
444 SW 2 Avenue, 8th Floor
Miami, FL 33130

The letter shall state the Owner's reasons for requesting the City to approve the "Perpetual Sidewalk Easement" agreement, under which the Owner (Grantor) guarantees the appropriate maintenance of the sidewalk within the easement area to a safe condition at no cost or expense to the City. In addition, provide the following documents:

COPIES ONLY

If Owner is a private individual:

- A. Provide Warranty Deed.
- B. Provide latest property tax notice WITH LEGAL DESCRIPTION
- C. Sketch of Survey with Legal Description and proposed Site Plan (including the easement area).
- D. Sketch and Legal Description of the Proposed Easement.

If Owner is a Corporation, or LLC, in addition to A, B, C and D above:

- E. Provide "good standings" document from State.
- F. Provide corporate documentation of authority to execute documents, or written consent of owners.

If Owner is a Partnership or Trust, provide A, B, C, D and E above as well as:

- G. Provide Partnership or Trust documentation of authority to execute documents/written consent from owner.

6. The complete application package must be submitted by email to Arelys Guzman to aguzman@miamigov.com.

* Application fee is \$495.00, recording fees depend on the number of pages. Your fees will be determined and invoiced to you when you receive your prepared covenant via email.

7. **The approval, preparation and execution of the covenant must be accomplished prior to the issuance of the required permit (s).**

APPROVED/DISAPPROVED:

* This fee subject to revision without notice.

Director, Department of Resilience and
Public Works