

SURVEY REQUIREMENTS PACKAGE

Instructions to Applicant:

This Survey Requirements Package contains the survey requirements and data required to be included in the survey to be submitted regarding your proposed project. It **MUST** be given to the surveyor with whom you contract.

In addition, we request that your surveyor contact the Division of State Lands, Bureau of Survey and Mapping at 850/245-2606, prior to performing work to ensure that the requirements regarding compliance with the Minimum Technical Standards pursuant to Chapter 61G17-6, Florida Administrative Code (F.A.C.), are clearly understood and that all questions are adequately answered. Technical inquiries should be made to the Bureau only by your surveyor or engineer.

SURVEY REQUIREMENTS

Provide two 8 1/2 x 11 inch prints of a field survey. If your original drawing is larger than 8 1/2 x 11 inch, then also submit two copies of the original size drawing (so that staff can refer to a clear view of the entire project). All copies must be signed, sealed, and dated by a Florida licensed Surveyor and Mapper in accordance with Chapter 61G17, F.A.C., and must meet the Minimum Technical Standards in compliance with Chapter 61G17-6, F.A.C. In addition, the survey must also include the following information.

General:

- Scale – Each sheet must include a stated and graphic scale, scaled to an engineers scale.
 - Provide a location or vicinity map of at least 7.5 minute quad scale.
- [a] Show the boundaries of the lease/easement parcel sought which must include the entire "preempted area." This area includes all the sovereignty or state-owned submerged lands affected by the activity, from which any traditional public uses have been or will be excluded by an activity, such as the area occupied by docks, piers, and other structures; temporary and permanent mooring areas; the area between a dock and the shoreline where access is not allowed; between docks; or areas where mooring routinely occurs that are no longer reasonably accessible to the general public; turning basins within aquatic preserves; permanent mooring areas not associated with docks; and swimming areas enclosed by nets, buoys, or similar marking systems. When the Board of Trustees requires an activity to be moved waterward to avoid adverse resource impacts (such as dredging or disturbance of nearshore habitat), the portion of the nearshore area that is avoided by the proposed activity shall not be included in the preempted area. [See "preempted area" definitions in sections 18-21.003, F.A.C., and 18-20.003, F.A.C., as applicable]
- The lease boundary shall be drawn to accommodate all vessels to be moored, including such things as bow pulpits, bow sprits, dive platforms and motors.
 - Please contact the appropriate DEP or WMD district office if you have any questions regarding your specific project.
 - The boundary of any designated swimming area must be shown.
- [b] Show the size and dimensions of all existing and proposed overwater structures and activities, including mooring pilings, located within the riparian rights boundaries of the parcel sought; and identify the location(s) of any existing and proposed fueling and sewage pumpout facilities. **YOU DO NOT NEED TO INCLUDE** buildings, structures,

streets, platted areas, parking lots, etc., that are located landward of the mean or ordinary high water line or the safe upland line.

- [c] The applicant's upland property (parcel) boundaries must be clearly sketched on the submerged land lease or easement survey drawing. You are not being asked to survey the upland property; only to show the parcel boundary and where the upland property lines intersect the MHWL/OHWL/SUL..
- [d] Show the primary navigation channel(s) or direction to the center of the affected waterbody.
- [e] Show the applicant's riparian rights lines extending into the waterbody from both sides of the applicant's upland property (parcel).
 - See attached guide, "[Allocation of Riparian Rights](#)" from the DEP Bureau of Survey and Mapping.
NOTE: This information regarding boundaries of riparian rights represents the generally accepted methodology for determining such boundary lines, and may not identify all considerations regarding riparian lines under certain conditions. However, a binding determination of riparian boundaries can only be made by agreements of the affected parties or by a final adjudication of a court of competent jurisdiction. Acceptance of a survey and issuance of a submerged lands lease or easement shall not constitute a binding determination of riparian boundaries by the Department and shall not prevent the Department from ordering the removal or the relocation of any structure which may later be determined to encroach upon or interfere with adjacent upland owners' riparian rights.
- [f] Show the distance from existing and proposed structures, moorings, and activities to the projected riparian lines.
 - All structures and activities must be set back a minimum of 25 feet inside the applicant's riparian rights lines. Marginal docks must be set back a minimum of 10 feet. [For exceptions to the setbacks, see subsection 18-21.004(3), F.A.C.]
- [g] For leases in the Florida Keys: indicate the water depths referenced to mean low water within the lease area and out to the navigation channel.
- [h] Label the linear footage of the applicant's shoreline which borders on sovereignty or state-owned submerged lands. [Note: this can include the linear distance across an upland cut or man-made canal for the distance that the applicant is the upland owner.]
- [i] Show the location of any shoreline vegetation, if existing. Inside aquatic preserves, show the shoreline conditions within the lease area plus 1,000 feet extending from each side: % natural _____; % with seawall, bulkhead or riprap _____.
- [j] Identify and sketch in on the survey drawing any structures (docks, piers, pilings, etc.) existing within 100 feet of the applicant's requested lease or easement area. [Note: all structures and activities along the applicant's shoreline are considered preempted area.]
- [k] The legal description must reference the section, township, range, county, and name of the affected waterbody and must include the total square footage (and acreage) of the lease/easement parcel sought. The legal description must be provided on a separate sheet if it is not clearly legible when reduced to 8 1/2 x 11 inch paper. It is not required that the submerged land lease or easement boundary be monumented. However, the submerged lands lease or easement boundary must be tied to two found or set accessible upland monuments, one of which must be a section corner, subsection

corner, or other corner of record, and must be labeled on the survey drawing. Depending on the complexity of the survey/easement, you may show calls and bearings on a table and use numbering on the survey. If there are several lease/easement parcels, list them in a table and provide amounts for each plus the total acreage.

- [l] A surveyed or scaled 1983 or 1927 NAD coordinate of the point of beginning (POB or POC) of the proposed lease or easement area must be shown on the survey drawing. The coordinates may be scaled from a USGS Quad Sheet or other suitable map. The method used to determine the coordinates must be noted on the drawing.
- [m] Provide a separate legal description of any non-water dependent structure(s). Depending on the complexity of the survey, the description may be placed on a separate page with a table matching length numbers to actual calls and bearings and distances.
- [n] If privately-owned submerged lands lie adjacent to the sovereignty or state-owned submerged land parcel sought, the boundary line of the privately-owned parcel must be shown and, if conveyed by Trustees' Deed, the Deed Number must be included. Trustees' deeds and disclaimers or Butler Act conveyances will be identified by DEP's Title and Land Records Section during review of the application to determine ownership of submerged lands sought.
- [o] All submerged land lease or easement surveys must be field surveys and clearly stated as such. Each survey will be checked for compliance with Chapter 61G17-6, F.A.C., and, if applicable, Chapter 177, Part II, F.S., and must meet the requirements of the Department's SLER 0950 "Survey Requirements" procedure.
 - Certify the survey to the Board of Trustees (TIIF) (and to the owner if desired). The typical phrase is "Certified to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida," This statement must be included on the survey; however, an alternate statement of "This survey is certified to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida" is also acceptable. An additional statement that the survey is certified to the owner may be included if desired.
- [p] A mean high water line (MHWL), ordinary high water line (OHWL), or safe upland line (SUL) at or above MHWL/OHWL must be shown on the survey drawing.
 - Information regarding a **mean high water line** may be found on the DEP website at: www.labins.org.
 - For information regarding an **ordinary high water line**, contact the DEP Bureau of Survey and Mapping.
 - Information regarding a **safe upland line** for *tidal* waters may be found on the DEP website at: www.labins.org. If the information needed is not available at this website, you may use the approximate elevation of MHW plus 0.5 foot, or contact the DEP Bureau of Survey and Mapping.
 - If a **safe upland line** for *non-tidal* waters is used, see attached guide, "[Safe Upland Line Methodology for Submerged Land Lease or Easement Surveys in Non-tidal Waters](#)."
 - NOTE: If a **safe upland line** is used, the surveyor should preface the legal description of the lease or easement with: "Any and all sovereignty lands lying within the following described boundaries: "(and then proceed with the legal description using the safe upland line)".
 - Additional questions regarding acceptable procedures for establishment of a MHWL, OHWL, or SUL may be directed to the DEP Bureau of Survey and Mapping.

- [q] If a proposed structure or activity occurs on a beach that was restored, the **Erosion Control Line** (ECL) follows the MHWL surveyed prior to nourishment, and the land seaward of the ECL is considered sovereignty submerged land. Subsequent filling is called "nourishment." Because the ECL is already established, no additional survey is required, even if the beach recedes landward of the original ECL. When sand from an inlet maintenance dredging project is placed on the beach as "disposal," no ECL is required.
- Questions regarding the ECL may be directed to the DEP Bureau of Survey and Mapping.
 - **NOTE:** ECLs are normally established after the Joint Coastal Permit (JCP) is issued by the Bureau of Beaches and Coastal Systems.
- [r] Survey drawing:
- If a proposed structure or activity extends landward of the MHWL, OHWL, or SUL, the landward line of the submerged land lease or easement boundary must abut the MHWL, OHWL, or SUL.
 - If a proposed structure or activity is entirely waterward of the MHWL, OHWL, or SUL, the most landward line of the submerged land lease or easement boundary may not be required to abut the MHWL, OHWL, or SUL (such as for an offshore mooring area).
- [s] Depending on the nature of the shoreline, the following information is required.
- **Natural Shoreline** – A MHWL, OHWL, or SUL may be used. The procedure used for establishing the MHWL, OHWL, or SUL must be approved by the DEP Bureau of Survey and Mapping.
 - **Seawall** – If a seawall is in place and the surveyor has determined that it has not been constructed on the face of illegal fill, he may tie the lease or easement to the face of the seawall. However, the Department requires that the surveyor determine the NGVD 29 or NAVD 88 elevations at the top and bottom of the seawall and note the elevations on the survey drawing.
 - **NOTE:** If the proposed project is located in an **aquatic preserve**, show the nature (condition) of the subject lease area shoreline together with the adjacent 1,000 feet of shoreline on each side of the proposed lease area on the survey drawing as either natural or as bulkheaded, seawalled, or riprapped. This information is required because two times the base lease rate is applied when 75% or greater of the sum total of the linear footage of the subject lease area shoreline together with the adjacent 1,000 feet of shoreline on each side of the lease area is in a natural condition. [See paragraph 18-21.011(1)(b), F.A.C.]

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF SURVEY AND MAPPING**

**SAFE UPLAND LINE METHODOLOGY FOR
SUBMERGED LAND LEASE OR EASEMENT SURVEYS
IN NON-TIDAL WATERS**

This is to outline a procedure for determining a safe upland line on freshwater lakes and rivers for the purpose of area computations of submerged land leases and easements. The safe upland line determined by this procedure is not to be considered a sovereignty submerged land boundary and will not be recognized by the Department for use in controlling future development or for any other use or purpose unless specifically stated otherwise by the Department. The typical procedure for establishing the elevation of a safe upland line follows.

1. The safe upland elevation should be based on the elevation of mature upland vegetation.

2. Suggested upland species are:

Flowering Dogwood	<u>Cornus florida</u>
American Beech	<u>Fagus grandifolia</u>
White Ash	<u>Fraxinus americana</u>
American Holly	<u>Ilex opaca</u>
Southern Red Cedar	<u>Juniperus silicicola</u>
Tulip Tree	<u>Liriodendrom tulipifera</u>
Eastern Hop Hornbeam	<u>Ostrya virginiana</u>
Narrow-leaf Panicum	<u>Panicum aciculare</u>
Black Cherry	<u>Prunus serotina</u>
Live Oak	<u>Quercus virginiana</u>
Sassafras	<u>Sassafras albidum</u>
Saw Palmetto	<u>Serenoa repens</u>

3. The upland vegetation must be of sufficient size to indicate a pre-regulation safe upland line if there is a weir or other water level control structure on the water body.
4. A transect should be located in an unaltered area of the water body.
5. The transect on a lake does not have to be located at the project site.
6. The transect on a river does not have to be located at the project site, but the effect of the gradient of the river should be considered.
7. Elevations should be taken along the transect, at the breaks in elevation, the base of the upland vegetation, and at the present water level.
8. Changes in vegetation communities should be noted.
9. The diameter of the upland trees should be noted.
10. Any other conditions that may affect the determination of the safe upland elevation should be noted.
11. The safe upland line is considered a continuous contour approximated by bearings and distances included in a closed traverse around a submerged lease or easement area.

The Bureau must receive a cross sectional plot of the transect containing the above information before the submerged land lease or easement survey is approved. This information and notes indicating the methodology used to determine the safe upland line must be included as part of the survey drawing. Also, a copy of a USGS quad sheet or other suitable map showing the approximate location of the transect must be furnished to the Bureau.

The above is intended to be general guidelines. Every freshwater lake and river has its own individual characteristics and procedures will vary.

Comments or questions may be directed to:

Department of Environmental Protection
Bureau of Survey and Mapping
Mail Station 105
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000
Phone: 850/245-2606

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF SURVEY AND MAPPING**

ALLOCATION OF RIPARIAN RIGHTS

The Bureau of Survey and Mapping sponsored a study of the effect of shoreline and channel geometry on the division of riparian rights. This study was prepared in December 1986 by David Gibson, Associate Professor, University of Florida.

The research was intended to analyze existing methods for making allocations of riparian rights together with a study of different shoreline configurations. The result was a set of recommended procedures to be followed so as to maintain legal validity.

The following are conclusions from the study and examples of riparian rights allocations.

CONCLUSIONS FROM LITERATURE SEARCH

(1) **Docking is a near-shore consideration and is limited by the line of deep water** (line of navigability, or line of navigation).

The **line of deep water or navigability** is located at the distance off shore where the depth of water is sufficient for navigation year round.

The great weight of research indicated that when docking is the primary issue, courts will usually apportion the space between the shore and the line of navigability.

(2) In considering docking **when the shore is relatively straight** on a large body of water (one without a nearby channel or thread) such as the ocean, a large lake, ocean bay, or wide river, the dominant construction makes **division lines perpendicular with the general direction of the shore extended to the line of navigable water**.

In a wide river, the opposite bank, channel, and thread are so far away from the property in question, there is little effect of the shape of those features on a localized problem of docking.

The **shore's general direction** requires smoothing of smaller indentations and projections.

(3) Along a **straight river without a marked channel** and the opposite bank is in proximity to the area of concern, the dominant technique is to construct **dividing lines perpendicular with the stream's thread**. The stream's thread should be found as the median line of the water surface during ordinary stages of water height.

(4) Along a river or other **waterbody with a nearby marked navigation channel** and a regular shore, most courts construct **perpendiculars with the nearest limit of the channel** as opposed to the thread.

Along a relatively straight length of shoreline, perpendiculars constructed from the shore will usually result in the same solution.

(5) The **direction of upland boundaries is largely ignored** when apportioning riparian rights, but if there is a minor deviation in direction from that recommended for riparian rights division, they may be extended.

This recognizes that extension of upland boundaries is still the most natural method for riparian rights allocation, and that in some cases, minor variations from the perfect direction will not cause inequities.

(6) When the **shore is irregular** in the form of a cove or projection into an ocean, ocean bay, lake, or river, most courts apportion the **line of deep water to divide docking rights** as opposed to any perpendicular method.

(7) Methods of **apportionment designed for the whole waterbody** such as the center point method in lakes, thread of lakes, perpendiculars to channels or threads, should be used mainly for those riparian rights that require appropriation of the entire water surface.

They may also be used to determine direction but not the terminus of near-shore division lines when they give substantially the same apportionment as a near-shore method. This would be true in round lakes with concentric water depth contour lines, along rivers with parallel banks and parallel channel, and along long lakes with consistent water depth contours.

(8) **Riparian rights may conflict with each other**, and an order of priority is implied in court decisions. The right to view has not been ranked very high in Florida case law, and usually resides in the same area of a more dominant riparian right.

This indicates that techniques should be developed for apportioning the near-shore right of ingress and egress to navigable waters as a primary riparian right. The right of view will occupy the same limits provided no obvious inequity results.

(9) The **apportionment of the line of deep water is the most universal technique** for division of docking rights that will give the same solution as more traditional techniques in many cases and will follow dominant national case law where the shore is irregular.

This technique is recommended for division of docking rights in most cases.

SUMMARY

Riparian rights allocation requires a multitude of considerations, but **for docking, courts have usually turned to apportionment of a line of navigability except where a nearby river thread or navigation channel will call for a perpendicular construction**. Even for the more regular waterbodies such as rivers, round lakes, and long lakes without shore indentations, apportioning the line of navigability will give substantially the same results as other methods that apportion the entire water surface. It is believed that this technique could be applied with geometric certainty to the wide majority of situations, and due to the near-shore characteristics of the docking process, a near-shore solution such as this is most suitable. A significant amount of national case law backs up the technique.

Care should be taken when apportioning riparian rights from any line other than the shoreline as a parallel shift of the riparian rights lines may result.

Comments or questions may be directed to:

Department of Environmental Protection
Bureau of Survey and Mapping
Mail Station 105
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000
Phone: 850/245-2606

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF SURVEY AND MAPPING**

RECOMMENDED ALLOCATION PROCEDURES AND WATERBODY CLASSIFICATIONS

In explaining allocation procedures, reference will be made to the sketch entitled, "[Allocation of Riparian Rights](#)" which was constructed to show numerous configurations of waterbodies. It is presumed that the main considerations are docking, view, and access to navigation channels. Lots surrounding the water show a typical pattern in which a series of lots with parallel lines is created along a relatively straight portion of shore. Another group of lots farther along the shore having parallel lines will meet the first subdivision creating an odd sized lot that is a prime candidate for a riparian rights dispute.

RIVER AND OCEAN BAY EXAMPLE

Along the river from the south, upstream from point "a", the waterbody would be classified firstly as being a narrow stream where the opposite bank is of a consideration, and secondly as having parallel banks without coves and projections. There are two distinct regions identified -- a broad sweeping curve, and a relatively straight section.

The main technique to be applied here is the **"perpendicular with the stream's thread" method**. The banks being the limit of water at its ordinary stage would be determined. A median line would be constructed exactly midway between the banks. Perpendiculars would be constructed at the thread and produced back to the shore points. Private docking rights would stop at the line of deep water.

On the broad curve, the thread would be an arc, and normals with that thread would essentially be radial lines. On the straight section, and in the series of small curves approaching point "a", the thread would be a series of straight lines. Immediately before point "a" the shallow cove on the east bank would be a consideration. Assuming that the deep portion of river is all suitable for navigation, then the thread would still be determined and perpendiculars constructed.

Downstream (north) of point "a", a maintained and marked channel exists that would take over from the thread for the apportionment base line. The channel probably has an east and west edge, and perpendiculars would be constructed at the nearest edge and run back to shore.

Note that perpendiculars constructed from the banks may result in the same solution in some of the above examples.

The deep cove on the east bank could be termed a pocket and would require special treatment. Inequities are obvious if lot lines were extended – person "A" would be entirely cut off from navigable water and the channel. If the previous technique of perpendiculars from the channel were applied, then person "B" would receive nothing. Therefore, the line of navigability should be apportioned.

Finding the cove limits would be the critical decision. The headlands of the cove would be identified as points "b" and "c", the places where the east river bank departs its generally parallel course and enters the cove. Points b' and c' would be established directly opposite shore points using perpendiculars with the line of navigability. Between b' and c', the line of navigability would be divided in proportion to frontage. Straight lines would run back to shore points. The deep water portion of the cove would not be apportioned.

Now, on the east side of the Ocean Bay, it is recognized that the shore and channel are diverging from each other. Since docking is a near-shore consideration, then a near-shore

solution is called for. The choices here would be: (1) projection of lot lines; (2) projection of lines perpendicular with the shore; or (3) proportional division of the line of navigability. The dip in the shoreline at lot line "e" would cause some problems with the perpendicular method because it is to be used only when the shore is relatively straight. Once that problem area is identified, go each direction to places where the basic methods of perpendicular with shore or lot line projection cause no problems, and between those points proportion the line of deep water. The deep water area out to the channel would not be apportioned.

At the inlet, the proximity of the channel is an important consideration, and perpendiculars would be dropped from it such as at point "d".

The large cove on the north side of the bay calls for apportioning the line of navigability. Again, the main question would be determining the apportionment limits. There is a well defined headland on the cove's west end at "h", but on the east side, the cove's beginning is not so well defined. As a guideline for thought, there is no use apportioning lots on which a more basic method works; therefore, start at the point of greatest inequity, point "i" in this case, and go in each direction until straight line projections will intersect the line of navigability at nearly right angles, well clear of the problem area such as at "j" in this case. Apportionment between "h" and "j" will give each owner a portion of the line of deep water for constructing a dock.

A problem is found for the lot at point "i". Due to small frontage, that lot will receive a very small portion of deep water frontage, perhaps not enough to build a dock on without conflict with the adjoiners. Research has not found cases that have spoken to this situation in particular. Recorded agreements with adjoining lot owners may provide a solution.

The west side of the bay duplicated situations already discussed until the small shallow cove is reached at "k". Apportionment of the line of navigability would give the lot at "k" practically no deep water frontage. At this point some severe questions arise. Perhaps the owners around that marshy cove do not have the right of ingress and egress to navigable waters. Apportionment of the shallow non-navigable waters would be an easy matter of using the center-of-a-lake in conjunction with the thread-of-a-lake as done for long lakes. However, to solve the problem of access to deep water, several legal questions would need addressing outside of the scope of this report.

At point "l", the channel becomes proximate, and perpendiculars with the channel would be used along the west river bank until that line was replaced with the thread upstream of "a".

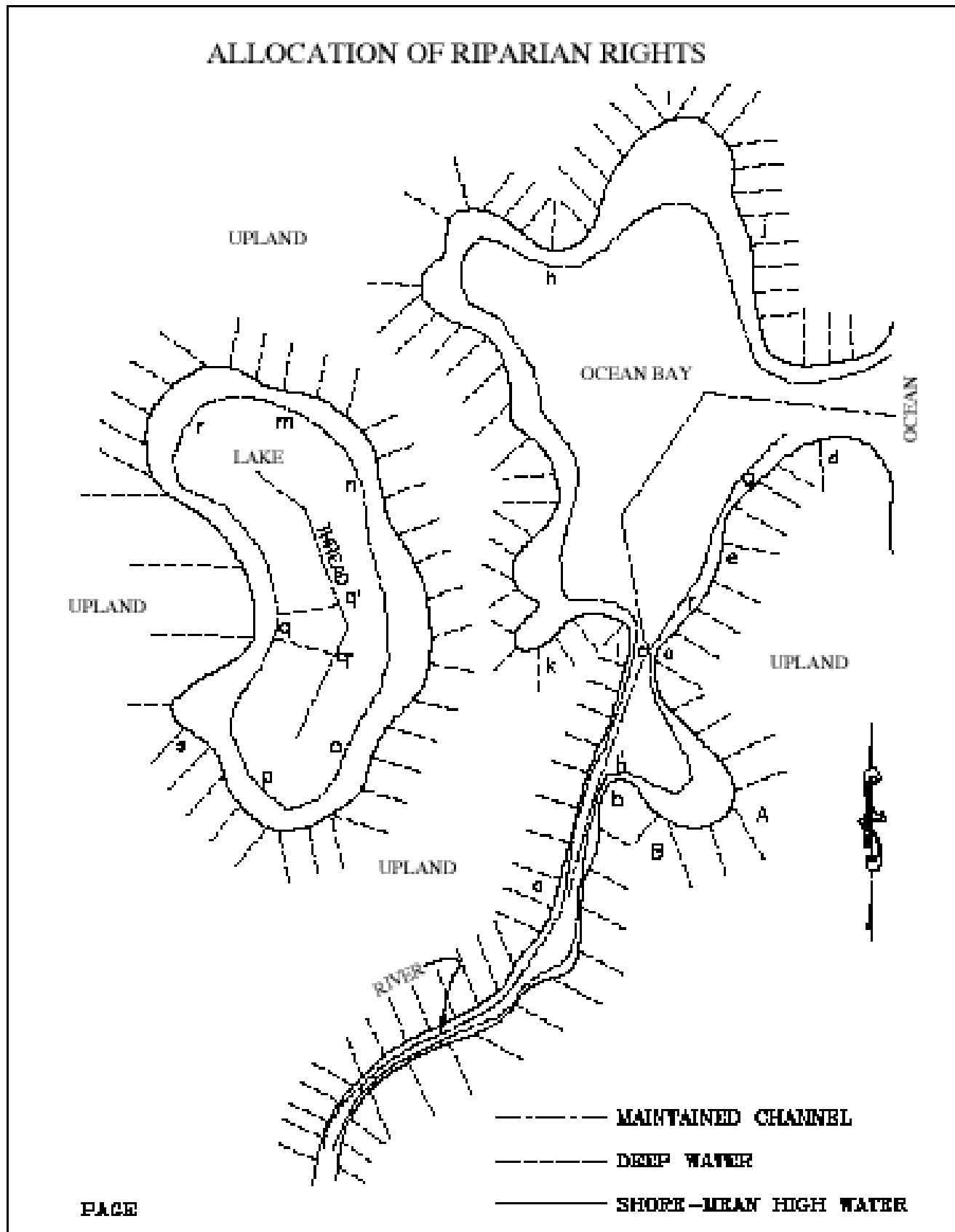
LAKE EXAMPLE

The freshwater lake has numerous docking problems due to upland boundary configurations. Two approaches are possible. The more traditional one would establish center points in the semi-circular lake ends together with a thread midway between the banks as shown. Around the lake ends, lines would radiate from center points to shore points, and along the thread perpendiculars would be constructed and run back to shore points.

However, such a division will produce an inequity at the cove on the west side for the lot at "s". Joining the lot corners with the center point will yield a slim region of access to deep water. Therefore, on irregular lakes such as this one, apportioning the line of navigability would solve the cove problems. Places are identified where mere extension of lot lines intersect the deep water line at right angles, such as at "m", "n", "o", "p", "q", and "r". Between those limits, the line of navigability would be proportioned to shore frontage. Such a technique localizes a solution to the precise area of inequity.

It must be mentioned that the size of the lake determines whether a "whole lake apportionment" is used or a near-shore method applies. In this case, the lake would be termed a smaller style lake in which the threads and center points are not completely remote to the near-shore situation. On larger lakes, apportioning the line of navigability should become dominant to solve the near-shore problems of docking. On the other hand, if the lake is small with regular shoreline, the two techniques give the same result.

ALLOCATION OF RIPARIAN RIGHTS WATERBODY DRAWING



SURVEY REVIEW CHECKLIST

Applicant: _____ File No. _____

DEP/WMD Reviewer: _____ Date: _____

For: Lease _____ or Private Easement _____ (> 3,000 sq. ft.) Approved: Yes _____ No _____

PLEASE ENSURE THIS CHECKLIST IS COMPLETED PRIOR TO THE SUBMITTAL OF ANY SURVEY

Surveyor Review	Agent or Applicant Review	Survey Requirements	Comments: Please fill in highlighted boxes	DEP/ WMD Review
		Surveyor's original signature		
		Surveyor's original seal		
		Surveyors certification number	No. _____	
		Name and address of surveyor		
		Date of survey	Date: _____	
		Each submitted sheet is scaled to an engineers scale. Every sheet of the drawing includes a stated and graphic scale.	Graphic Scale = _____	
		North arrow		
		Location or vicinity map of at least 7.5 minute quad scale		
		Two 8 ½ by 11 originals		
	[a]	Boundaries of Lease/Easement (preempted area) shown, labeled (structures, mooring, activities)		
	[b]	Size and dimensions shown for all existing and proposed overwater structures and activities		
		All structures, moorings and activities are within the Lease/Easement area		
	[c]	Upland Property (parcel) boundaries shown and labeled. This is not a requirement to survey the upland property; however, the survey must show where the upland property lines intersect the MHWL/OHWL/SUL.		
	[d]	Primary navigation channel(s) or direction to center of affected waterbody shown		
	[e]	Riparian rights line shown and labeled from both sides of property		
	[f]	Distance from structures/moorings/activities to riparian lines shown		
		Distance from docks and waterward pilings to Lease limits		
		Identify each slip and mooring area; provide slip length and width (cross reference slips to dimensions in a table if needed)		
	[g]	Florida Keys Leases: Show water depths referenced to MLW in Lease area & out to navigation channel		
	[h]	Linear footage of applicant's shoreline shown and noted		
	[i]	Location of any existing shoreline vegetation shown and noted		
	[j]	Location of and distance to any structures within 100 feet of Lease/Easement area shown		
	[k]	Legal Description: Section(s) _____ Township _____ Range _____ County _____ Water body _____		
	[k]	Legal description on separate page (if not legible on 8 ½" paper)		
	[k]	Total square footage and acreage in Legal Description and noted	Sq. ft. _____ Acres _____	
	[k]	Legal description tied to two found or set upland monuments (one must be a section corner, subsection corner, or other corner of record; both are shown on survey)		
		Legal description has been cross-checked to ensure it matches drawing and the boundary closes.		

Surveyor Review	Agent or Applicant Review	Survey Requirements	Comments: Please fill in highlighted boxes	DEP/ WMD Review
	[l]	Point of Beginning (POB) shown (from legal description) surveyed or scaled 1983 or 1927 NAD coordinate		
	[m]	Separate Legal Description for preempted area of non-water dependent structures including roof line on separate page or pages		
	[n]	Privately owned submerged land? Is deed from a private entity _____ or Trustee's Deed _____?	Trustees' Deed No. _____	
	[o]	Survey includes "This is a Field Survey"		
	[o]	Survey is "Certified to the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida" or, "This survey is certified to . . ." It may also be certified to the owner if desired.		
	[p,q,r]	Lease/Easement boundary abuts MHWL/OHWL/SUL (circle which) or is located entirely waterward. Show ECL if applicable.		
	[s]	MHW/OHW/SUL procedure approved by BSM and noted on survey and including date		
	[s]	Lease/Easement boundary abuts seawall: top & bottom seawall elevations and datum (NGVD 29 or NAVD 88) shown and noted	Elevations: Top: _____ Bottom: _____	
	[s]	Aquatic Preserve: Show and note shoreline condition along Lease shoreline plus 1,000 feet on each side. Total linear feet = _____	Natural = _____ % Seawall/bulkhead/riprap = _____ %	

The letters in brackets above correspond to the requirements in the survey instruction package.

Surveyor's Signature _____

Review Date _____

Applicant's/Agent's Signature _____

Review Date _____

Comments: _____
