



EASEMENT INFORMATION AND EXAMPLE DOCUMENTS

Please refer to the information below when compiling easement documents for submittal to the City. Also included are completed examples of each type of document. **Submit three copies of all documents. All documents requiring signatures and/or seals must have wet signatures.**

Utility Easement

A utility easement gives the City the right to construct, maintain, repair, install, and rebuild utility infrastructure on property not owned by the City. The City provided Utility Easement Deed, references two exhibits that must also be submitted by the grantor of the easement. Please leave the date blank on the first line of the Utility Easement Deed. This date will be filled in later with the date the City Commission accepts the easement.

Exhibit "A" specifically describes the parcel the easement is located on. This is generally accomplished using one of the following three (3) methods: ① providing a parcel identification number (folio number or property ID number) ② providing the legal description, or ③ providing the legal description with an accompanying sketch. Exhibit "A" may, but does not have to, be signed and sealed by a professional surveyor.

Exhibit "B" shows the utility easement area that is being granted. It must be comprised of a sketch and description, signed and sealed by a professional surveyor.

Access Easement

An Access Easement gives the City the right to enter a property not owned by the City for the purpose of constructing, maintaining, repairing, installing, and rebuilding utility infrastructure located within utility easements. The City provided Access Easement form, references two exhibits that must also be submitted by the grantor of the easement. Please leave the date blank on the first line of the Access Easement form. This date will be filled in later with the date the City Commission accepts the easement.

Exhibit "A" describes the access easement area. At a minimum, the access easement area must provide a drivable pathway from a public right-of-way to the utility easement. It must be comprised of a sketch and description, signed and sealed by a professional surveyor.

Exhibit "B" shows the utility easement that the access easement is for. It is the exact same exhibit as used for Exhibit "B" of the utility easement.

Bill of Sale

A Bill of Sale is required if utility improvements are being turned over to the City for maintenance. Both the City provided Bill of Sale form, and a final cost estimate from your engineer must be submitted.

UTILITY EASEMENT DEED

THIS INDENTURE, made this _____ day of _____, 20____
between _____, Party of
the first part, and the CITY OF MARGATE, Florida, a municipal
corporation organized and existing under the laws of the State of
Florida, Party of the second part.

WITNESSETH

WHEREAS, the party of the first part is the owner of the property situated in Broward County, Florida,
and described more properly as contained in Exhibit "A" attached hereto; and

WHEREAS, the party of the second part desires an easement for water distribution lines and sewer
collection lines, including hydrants, and / or other appropriate purposes incidental thereto, on, over and
across said property; and

WHEREAS, the party of the first part is willing to grant such easement;

NOW, THEREFORE, for and in consideration of the mutual covenants each to the other running and
one dollar (\$1.00) and other good and valuable considerations, the party of the first part hereby grants
unto the party of the second part, its successors and assigns, full and free right and authority to construct,
maintain, repair, install and rebuild utility lines including hydrants, and incidental improvements within the
perpetual easement which is granted by this deed, as more fully set out in Exhibit "B" attached
hereto.

IN WITNESS WHEREOF, the party of the first part has set its hand and seal on the day first above
written.

Witness

Print Name of Witness

Witness

Print Name of Witness

BY: _____
(Name: _____)

STATE OF: _____
COUNTY OF: _____

The foregoing instrument was acknowledged before me **by means of** ☐ **physical presence or** ☐ **online
notarization**, this ____ day of _____, 20____(year), by _____ (name of person
acknowledging), and is personally known to me or has produced identification.

NOTARY PUBLIC, STATE OF FLORIDA

My Commission Expires:

EXT6025.2016.30 REV 3 – 12/30/2019

Approved as to form
Janette M. Smith, City Attorney
2016.30

EXHIBIT "A": PROPERTY DESCRIPTION

FOLIO NUMBER 4841 36 00 0040 SITUATED IN THE CITY OF MARGATE, BROWARD
COUNTY, FLORIDA.



EXHIBIT "B": UTILITY EASEMENT DESCRIPTION

UTILITY EASEMENT

DESCRIPTION

BEING A 20 FOOT STRIP OF LAND LYING WITHIN A PORTION OF THE EAST ONE-HALF OF THE SOUTHEAST ONE-QUARTER OF THE NORTHWEST ONE-QUARTER OF SECTION 36, TOWNSHIP 48 SOUTH, RANGE 41 EAST, BROWARD COUNTY, FLORIDA TOGETHER WITH A PORTION OF LOTS 9 AND 10, BLOCK 10, MARGATE SIXTH ADDITION, SECTION FIVE ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 56, PAGE 30, OF THE PUBLIC RECORDS OF BROWARD COUNTY FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SAID LOT 9, MARGATE SIXTH ADDITION, SECTION FIVE;

THENCE SOUTH 01°01'15" EAST ALONG THE WEST LINE OF LOTS 9 AND 10, SAID BLOCK 10, AND THE EAST LINE OF NORTHWEST 65TH AVENUE, A DISTANCE OF 83.44 FEET TO THE POINT OF BEGINNING;

THENCE SOUTH 89°33'14" EAST, A DISTANCE OF 60.45 FEET;

THENCE NORTH 45°26'46" EAST, A DISTANCE OF 61.40 FEET;

THENCE SOUTH 89°33'14" EAST, A DISTANCE OF 452.41 FEET;

THENCE SOUTH 44°33'14" EAST, A DISTANCE OF 27.44 FEET;

THENCE SOUTH 89°33'14" EAST, A DISTANCE OF 67.95 FEET;

THENCE NORTH 45°26'46" EAST, A DISTANCE OF 69.58 FEET;

THENCE NORTH 78°56'10" EAST, A DISTANCE OF 51.13 FEET TO THE WEST RIGHT OF WAY LINE OF A 50 FOOT WIDE CANAL, SAID LINE ALSO BEING 25 FEET WEST OF AND PARALLEL WITH THE EAST LINE OF THE EAST ONE-HALF OF THE SOUTHEAST ONE-QUARTER OF THE NORTHWEST ONE-QUARTER OF SECTION 36, TOWNSHIP 48 SOUTH, RANGE 41 EAST, BROWARD COUNTY, FLORIDA;

THENCE SOUTH 01°00'12" EAST ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 20.31 FEET;

THENCE SOUTH 78°56'10" WEST, A DISTANCE OF 47.57 FEET;

THENCE SOUTH 45°26'46" WEST, A DISTANCE OF 7.00 FEET;

THENCE NORTH 89°33'14" WEST, A DISTANCE OF 84.52 FEET;

THENCE NORTH 44°33'14" WEST, A DISTANCE OF 27.44 FEET;

THENCE NORTH 89°33'14" WEST, A DISTANCE OF 67.95 FEET;

THENCE SOUTH 45°26'46" WEST, A DISTANCE OF 69.58 FEET;

THENCE NORTH 89°33'14" WEST, A DISTANCE OF 83.44 FEET TO SAID WEST LINE OF LOT 10 AND SAID EAST RIGHT OF WAY LINE;

THENCE NORTH 01°01'15" WEST ALONG SAID WEST LINE OF LOT 10 AND SAID EAST RIGHT OF WAY LINE, 20.01 FEET TO THE POINT OF BEGINNING.

SAID LAND SITUATE IN THE CITY OF MARGATE, BROWARD COUNTY, FLORIDA, CONTAINING 15,812 SQUARE FEET, MORE OR LESS.

SURVEYOR'S NOTES:

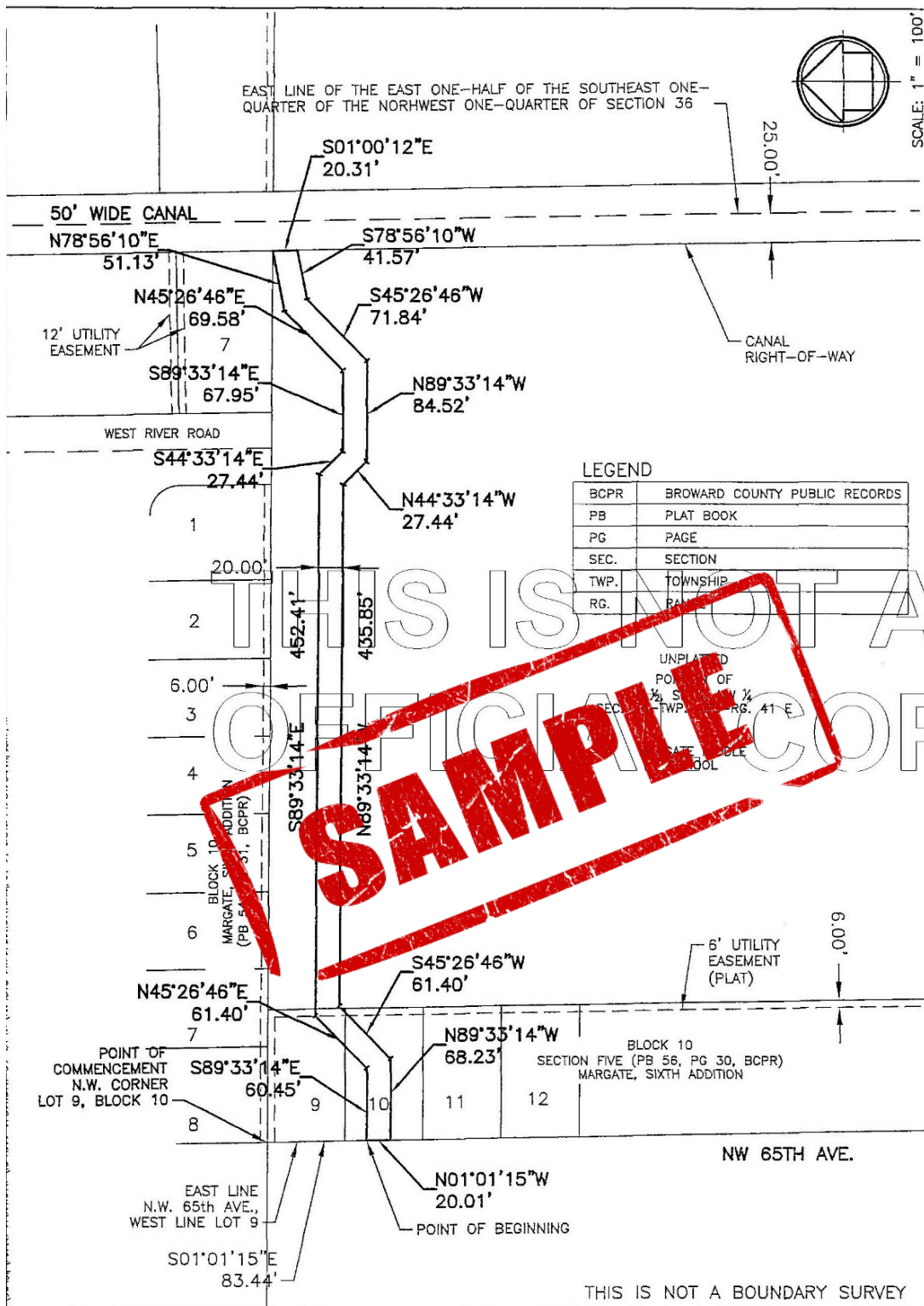
1. REPRODUCTIONS OF THIS DOCUMENT ARE NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A LICENSED FLORIDA PROFESSIONAL SURVEYOR AND MAPPER.
2. BEARINGS SHOWN HEREON ARE RELATIVE TO THE WEST LINE OF LOT 10 BLOCK 10, SECTION FIVE, MARGATE SIXTH ADDITION, (ASSUMED TO BEAR N 01°01'15" W), SAID PLAT RECORDED IN PLAT BOOK 56, PAGE 30 OF THE BROWARD COUNTY PUBLIC RECORDS.
3. THERE MAY BE EASEMENTS, RESTRICTIONS AND/OR RIGHTS-OF-WAY NOT SHOWN HEREON.

THIS IS NOT A BOUNDARY SURVEY

PREPARED FOR:

CITY OF MARGATE

REVISED SKETCH & DESCRIPTION	SEE	06/05/2012	N/A	RDK
REVISED SKETCH & DESCRIPTION	SEE	05/01/2012	N/A	RDK
SKETCH & DESCRIPTION		04/12/2012	N/A	RDK
REVISION	DWN	DATE	FB/PG	CKD
FORCE MAIN / WATER MAIN EASEMENT SKETCH AND DESCRIPTION CITY OF MARGATE, BROWARD COUNTY, FLORIDA				
PROJECT NUMBER: 11-1610				
FILE NAME: XR-1610-FM-EASEMENT.dwg			SHEET 1 OF 2	



SURVEYORS CERTIFICATE:

I HEREBY CERTIFY THAT THIS SKETCH AND DESCRIPTION IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF AND MEETS THE MINIMUM TECHNICAL STANDARDS AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER MTS 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

FOR THE FIRM, 1/16/13
ROBERT D. KEENER
PROFESSIONAL SURVEYOR AND MAPPER #4846

REVISED SKETCH & DESCRIPTION	SEE	06/05/2012	N/A	RDK
REVISED SKETCH & DESCRIPTION	SEE	05/01/2012	N/A	RDK
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FORCE MAIN / WATER MAIN EASEMENT
SKETCH AND DESCRIPTION
CITY OF MARGATE, BROWARD COUNTY, FLORIDA

PROJECT NUMBER: 11-1610

FILE NAME: XR-1610-FM-EASEMENT.dwg SHEET 2 OF 2

ACCESS EASEMENT

(For Access to Allow for the Maintenance of Water and Sewer)

THIS ACCESS EASEMENT is made and entered into this _____, day of _____, 20____, by and between _____, hereinafter called the "Grantor", and the City of Margate, a Florida municipal corporation organized and existing under the laws of the State of Florida, hereinafter referred to as "Grantee":

WITNESSETH: That, for and in consideration of the sum of one dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Grantor hereby grants unto the Grantee, its successors and assigns, forever, a perpetual access easement as described in Exhibit "A", attached hereto and made a part hereof, for the purposes of granting access for maintaining water and sewer, as installed in Exhibit "B" attached hereto and made a part hereof. Situate, lying and being in Broward County, Florida,

IN WITNESS WHEREOF, GRANTOR has caused this Access Easement to be executed in its name this _____ day of _____, 20____.

Witness:

GRANTOR

Print Name

Print Name

Witness:

Witness:

Print Name

Print Name

STATE OF: _____
COUNTY OF: _____

This foregoing Access Easement was acknowledged before me **by means of** ☐ **physical presence** or ☐ **online notarization**, this _____ day of _____, 20____(year), by _____ (name of person acknowledging), and is personally known to me or has produced identification.

Notary Public
State of Florida at Large

My commission expires:

EXHIBIT "A": ACCESS EASEMENT DESCRIPTION

ACCESS EASEMENT

DESCRIPTION

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SURVEYOR'S NOTES:

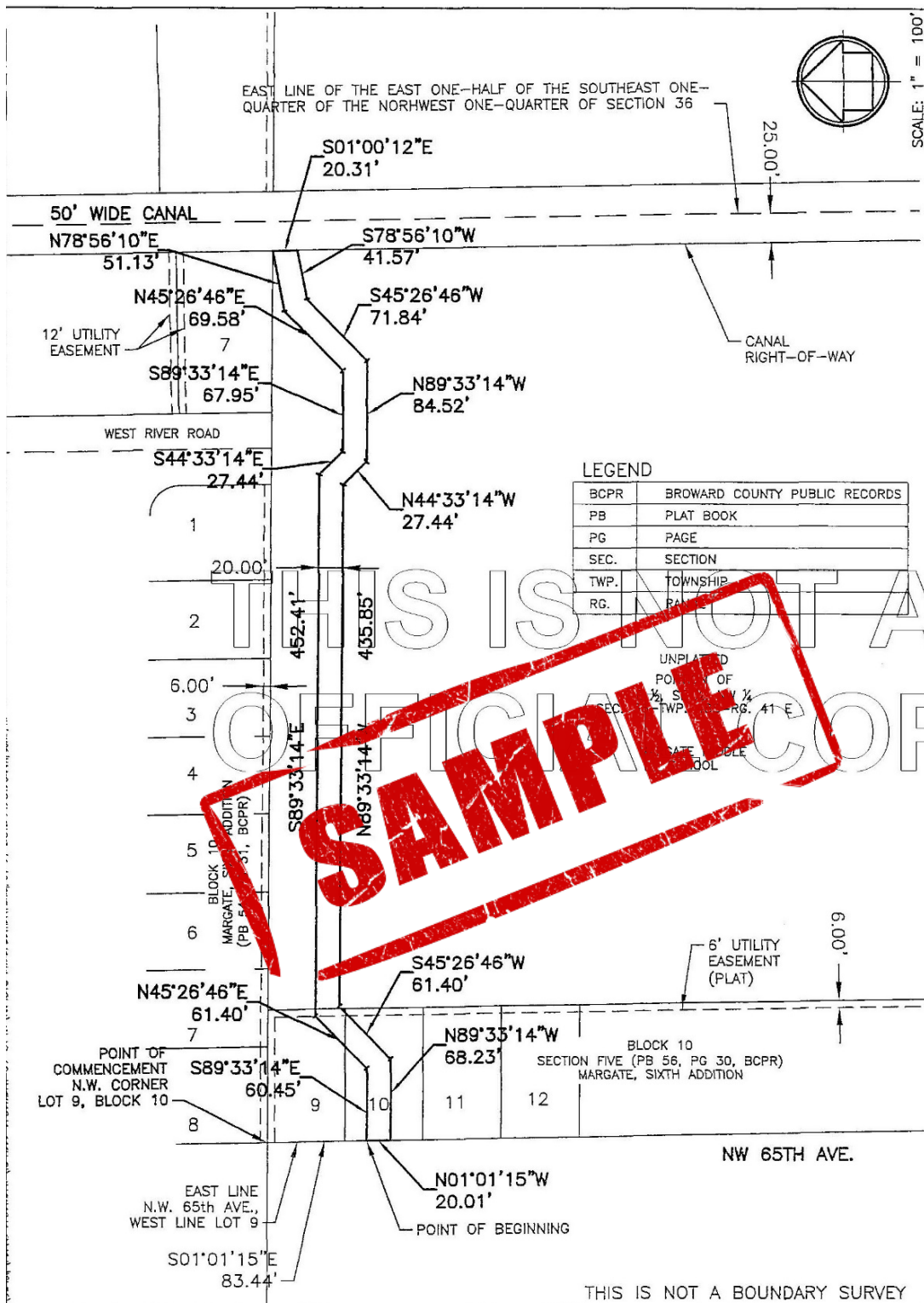
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PREPARED FOR:

CITY OF MARGATE

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FORCE MAIN / WATER MAIN EASEMENT SKETCH AND DESCRIPTION CITY OF MARGATE, BROWARD COUNTY, FLORIDA				
PROJECT NUMBER: 11-1610				
FILE NAME: XR-1610-FM-EASEMENT.dwg			SHEET 1 OF 2	



SURVEYORS CERTIFICATE:

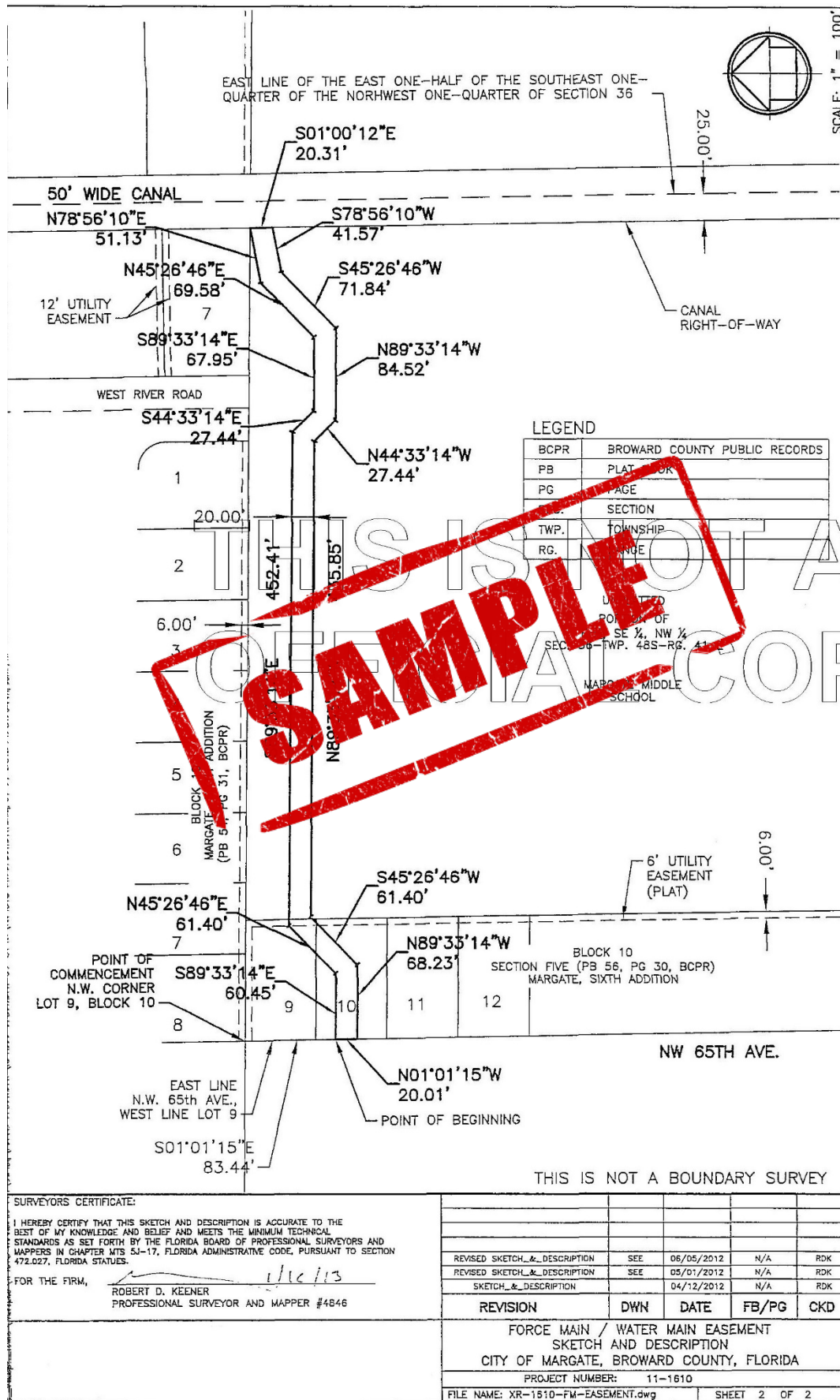
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FOR THE FIRM,

ROBERT D. KEENER
PROFESSIONAL SURVEYOR AND MAPPER #4846

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EXHIBIT "B": UTILITY EASEMENT DESCRIPTION



UTILITY EASEMENT

DESCRIPTION

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THENCE NORTH 45°26'46" EAST, A DISTANCE OF 69.58 FEET;

THENCE NORTH 78°56'10" EAST, A DISTANCE OF 51.13 FEET TO THE WEST RIGHT OF WAY LINE OF A 50 FOOT WIDE CANAL, SAID LINE ALSO BEING 25 FEET WEST OF AND PARALLEL WITH THE EAST LINE OF THE EAST ONE-HALF OF THE SOUTHEAST ONE-QUARTER OF THE NORTHWEST ONE-QUARTER OF SECTION 36, TOWNSHIP 48 SOUTH, RANGE 41 EAST, BROWARD COUNTY, FLORIDA;

THENCE SOUTH 01°00'12" EAST ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 20.31 FEET;

THENCE SOUTH 78°56'10" WEST, A DISTANCE OF 47.57 FEET;

THENCE SOUTH 45°26'46" WEST, A DISTANCE OF 71.11 FEET;

THENCE NORTH 89°33'14" WEST, A DISTANCE OF 84.52 FEET;

THENCE NORTH 44°33'14" WEST, A DISTANCE OF 27.44 FEET;

THENCE NORTH 89°33'14" WEST, A DISTANCE OF 67.95 FEET;

THENCE SOUTH 45°26'46" WEST, A DISTANCE OF 69.58 FEET;

THENCE NORTH 89°33'14" WEST, A DISTANCE OF 452.41 FEET TO SAID WEST LINE OF LOT 10 AND SAID EAST RIGHT OF WAY LINE;

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SAID LAND SITUATE IN THE CITY OF MARGATE, BROWARD COUNTY, FLORIDA, CONTAINING 15,812 SQUARE FEET, MORE OR LESS.

SURVEYOR'S NOTES:

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PREPARED FOR:

CITY OF MARGATE

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FORCE MAIN / WATER MAIN EASEMENT				
SKETCH AND DESCRIPTION				
CITY OF MARGATE, BROWARD COUNTY, FLORIDA				
PROJECT NUMBER: 11-1610				
FILE NAME: XR-1610-FM-EASEMENT.dwg				
SHEET 1 OF 2				

BILL OF SALE

KNOW ALL MEN BY THESE PRESENTS that _____, located at _____ ("Grantor"), for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration to it paid by the CITY OF MARGATE, FLORIDA, a municipal corporation ("Grantee"), the receipt of which is hereby acknowledged, has granted, bargained, sold, transferred, set over and delivered, and by these presents does grant, bargain, sell, transfer, set over, and deliver unto Grantee, its successors and assigns, all those certain goods and chattels described as follows:

Water and sanitary sewer systems, owned by Grantor, being the potable water lines and/or sewage collection lines, water mains, hydrants, valves, fire lines and related facilities constructed within the _____ right-of-way _____ and/or _____ property _____ of _____, which system is more completely described in Exhibit "A" and as shown on the sketch and legal description provided in Exhibit "B." Nothing herein shall vacate easements previously conveyed on this property.

And the Grantor, for itself and its successors, hereby covenants to and with the Grantee, its successors and assigns, that it is the lawful owner of the said goods and chattels, that they are free from all liens and encumbrances, that it has good right to sell the same as aforesaid, and that it will warrant and defend the same against the lawful claims and demands of all persons whomsoever.

Signed in the presence of:

Witness

By: _____
Grantor

Print Name of Witness

Address of Grantor

Address of Witness

By: _____
Grantee: _____, Mayor

By: _____
Grantee: _____, City Manager

State of Florida

County of _____

The foregoing instrument was acknowledged before me **by means of** ☐ **physical presence** or ☐ **online notarization**, this ____ day of _____, 20____(year), by _____ (name of person acknowledging), and is personally known to me or has produced identification.

NOTARY PUBLIC, STATE OF FLORIDA

My Commission Expires:

EXT6015, 2019.17 REV 7 - 12/30/19

Approved as to form
Janette M. Smith, City Attorney
12/30/19