

RESOLUTION NO. 2025- 351

RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, REQUESTING THE STATE OF FLORIDA, BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND, LEASE A PORTION OF SOUTH PONTE VEDRA BEACH TO ST. JOHNS COUNTY FOR BEACH PARKING AND PUBLIC RECREATIONAL PURPOSES, AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE ANY DOCUMENTS THAT MAY BE NECESSARY TO COMPLETE THE APPLICATION PROCESS.

RECITALS

WHEREAS, the St. Johns County Board of County Commissioners hereby requests the State of Florida, Board of Trustees of the Internal Improvement Trust Fund, lease a portion of the South Ponte Veda Beach, said application being attached hereto as Exhibit “A” and by reference incorporated herein, to St. Johns County on a long-term basis, said number of years to be specified in a lease agreement; and

WHEREAS, the parcel is located off S Ponte Vedra Boulevard, has direct access to the beach, and has been improved with parking, a beach walkover, pavilion, and restrooms; and

WHEREAS, the St. Johns County Board of County Commissioners hereby acknowledges, that if a lease agreement is executed, the County will be required to maintain all existing and future improvements to the lease area and prevent any use of the area that will impair or interfere with its environmental value; and

WHEREAS, the site will be used to provide additional permeable parking for beach access and concurrent activities that will provide numerous public benefits. These activities will offer individuals and families a chance to connect with nature, improve their physical and mental wellbeing, and experience the outdoors in a sustainable way.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida, as follows:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as findings of fact.

Section 2. The Board of County Commissioners hereby requests the State of Florida, Board of Trustees of the Internal Improvement Trust Fund, lease a portion of South Ponte Vedra Beach to St. Johns County on a long-term basis, said number of years to be specified in a lease agreement, based on the application provided herein, and authorizes the County Administrator, or designee, to execute any documents that may be necessary to complete the application process.

Section 3. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 7th day of October, 2025.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

Rendition Date OCT 08 2025

BY: 
Krista Joseph, Chair

ATTEST: Brandon J. Patty,
Clerk of the Circuit Court & Comptroller

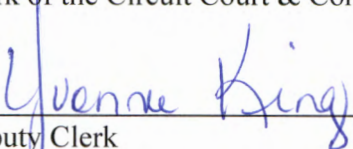

Deputy Clerk



EXHIBIT "A" TO RESOLUTION

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. If submitting the application electronically, send a check to the address below, be sure to include reference to the applicant and instrument type sought on the check itself. Failure to do so may result in returned payment. Alternatively, if you prefer to pay via credit/debit card, indicate such in the Descriptive Narrative Section on page 4. An invoice will be transmitted soon after submittal with directions of how to pay online. 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 application and payment 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 (cont'd)

Estimated construction commencement date (if applicable): _____

Property Information		
County: St. Johns	Property Appraiser's Parcel ID Number: 142830-0000	
Section: 7	Township 6S	Range: 30E
Approximate Acres: 4.92 ac		
Zoning Designation: Zoning - OR	Property Use Code - Forests, Parks & Recreational Areas - TIIF	
Location Address: 2993 S Ponte Vedra Blvd.		
City Ponte Vedra Beach	State: Florida	Zip 32082

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.*

St Johns County is interested in a long term lease of the site, +/- 30 years, whatever the state is amenable to. Pursuant to a Lease Agreement dated 4/25/1973, St. Johns County OR 229 PG 847, a portion of PIN 142830-0000 (1.58 acres) is currently a county-maintained beach access point with parking, a beach walkover, pavilion and restrooms. St. Johns County is requesting a Lease Agreement with the State of Florida for this 1.58 acre parcel.

The parcel is not expected to generate revenue.

The intent of the site is to open to the public with passive recreation and/or parking.

The proposed use of state lands is to provide beach access and concurrent activities that will provide numerous public benefits. These activities will offer individuals and families a chance to connect with nature, improve their physical and mental wellbeing, and experience the outdoors in a sustainable way. By expanding access to diverse recreational opportunities, the property will promote healthier lifestyles, encourage environmental stewardship, and foster community engagement. The proposed site also could provide additional permeable parking for increased public use of the site.

I would like to pay the application fee by credit card.

Section 1 – General Information (cont'd)

Required Attachments

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

- Non-refundable \$300* application fee per 18-2.019(4), F.A.C. Check no. _____
(does not apply to State/Federal agencies)
**If mailing a check, be sure to include reference to the applicant and instrument type sought on the check. For credit/debit card payments, please indicate such in the Descriptive Narrative Section above. An invoice and payment instructions will be transmitted soon after submittal.*
- 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.
- 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): 3462 (C,E,G,H,I,J,K)

- 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 253.0341(7), 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(31), 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(16)(a), F.S.





South Ponte Vedra

 Proposed Lease Area



Imagery Date: 12/2024

Date Prepared: 8/22/2025

DISCLAIMER:
This map is for reference use only. Data provided are derived from multiple sources with varying levels of accuracy. The St. Johns County GIS Division disclaims all responsibility for the accuracy or completeness of the data shown hereon. |2066|



South Ponte Vedra

 Proposed Lease Area



1420400 0000
TIITF/REX & PARKS

1428300 0000
TIITF/REX & PARKS



Date Prepared: 8/22/2025

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August 25, 2025

Brad Richardson, Bureau Chief
Bureau of Public Land Administration
Division of State Lands
3900 Commonwealth Blvd. MS 100
Tallahassee, FL 32399

**RE: Confirmation Letter Request (CLTR 2025-87)
142830-0000**

To whom it may concern:

This letter is in response to the request for specific land use and zoning information for the above-referenced property located in St. Johns County, Florida. The responses provided below are based on information available to staff at the time of the request. This office has jurisdiction over the administration and enforcement of the Land Development Code (LDC) and the Comprehensive Plan, as well as zoning regulations, and subdivision regulations in St. Johns County, Florida.

The subject property is Zoned as Open Rural (OR) and has a Future Land Use designation of Parks and Open Space (PKOS). The 2025 Comprehensive Plan Policy F.1.1.1(e) states that the County shall improve physical access to parks and recreational sites by providing *adequate parking at beach and waterway access points or providing off-beach parking located where vehicle and pedestrian traffic identifies that there is a need to increase these facilities.*

The 2025 Comprehensive Plan also states that lands designated as Parks and Open Space are meant to be active and passive recreation areas or permanently maintained as open space. According to the Land Development Code (LDC) Section 2.02.01.N, permitted uses shall include:

1. Outdoor/Passive Uses are characterized by Uses which have large amounts of land with few Structures, normally minimum outdoor lighting. Activities tend to be low impact and are predominately daytime activities. In addition, not all Uses are allowable by right in every zoning district. Refer to Section 2.03.00 which describes allowable Uses and Special Uses by zoning district.

Growth Management
4040 Lewis Speedway, St. Augustine, FL 32084
904.209.0693 | jwilliams@sjcfl.us



2. Included are walking and hiking trails, bridle paths, greenways, game preserves, natural preserves, parks with picnic areas, primitive camps, and similar low impact Uses. Also allowable are country clubs, golf clubs, golf driving ranges (provided they function accessory to and on the same site as a golf course or country club), and cemeteries (either human or pet). Mausoleums may be permitted provided they function accessory to and on the same site as related cemetery.

Other uses can be found within Section 2.02.01.N and Table 2.03.01 within the Land Development Code.

Please note that this confirmation letter only verifies zoning and does not authorize the clearing of land or authorize any other development permit. Please be aware that the county, state and/or federal laws and regulations may change after this letter has been written. You will be required to comply with the current laws and regulations if a land development permit is considered for issuance. Please contact me if you have any questions. I may be reached at (904)-209-0693 or by electronic mail at jwilliams@sjcfl.us

Sincerely,

Jackie Williams, Overlay Planner

Growth Management

4040 Lewis Speedway, St. Augustine, FL 32084
904.209.0693 | jwilliams@sjcfl.us



Portion of PIN 142830-0000



2024 Aerial Imagery

Date: 9/4/2025

S Ponte Vedra Blvd.
Application for the use of
State Owned Lands



Land Management
Systems
(904) 209-0764

Disclaimer:
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