

SAMPLE

Road Paving on Non-County Maintained Road
Not to Meet County Standards

December 8, 2008

Board of County Commissioners
Santa Rosa County /MSBU
6495 Caroline Street , Suite L
Milton, FL 32570

Dear Board of County Commissioners,

I/we the homeowner(s) on Quiet Street, request that a Municipal Service Benefit Unit (MSBU) be established for the purpose of paving Quiet Street in the Holley by the Sea development. We would like to have Quiet Street paved starting from Bird Whistle Street to Duck Bill Street. Quiet Street is a non-county maintained dirt road and I have contacted ABC Paving and Grading Company to provide a written rough cost estimate to pave our road. The rough cost estimate includes the cost of materials, labor, drainage work, and any other cost associated with the paving. Attached is the estimate.

It is our intention to have our road paved and **not** to meet County Standards and **not** be turned over to the county for road maintenance and drainage.

I will be the point of contact for all correspondence. I have received and understand the Program and Policies to establish an MSBU.

Sincerely,

John Q. Public

Mr. John Q. Public
1234 Quiet Street
Navarre, FL 32566

Phone: 999-1234