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## DEVELOPMENT INFORMATION

Project Location \_\_\_\_\_

Addition Name \_\_\_\_\_

Legal Description \_\_\_\_\_

Proposed Use \_\_\_\_\_

Current Zoning \_\_\_\_\_ Acreage \_\_\_\_\_ Lots \_\_\_\_\_

No. New Street Intersections \_\_\_\_\_

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## OWNER INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

*For additional owners, please include additional copies of pages 1 and 2 of this application. The property owner must sign the application or submit a notarized letter of authorization.*

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## REPRESENTATIVE/AGENT INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

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## CERTIFICATION AND ACKNOWLEDGEMENTS

I certify that the above information is correct and complete to the best of my knowledge and ability, and that I will be fully prepared to present the proposal at a Planning and Zoning Commission and/or City Council hearing. I reserve the right to withdraw this proposal at any time by filing a written request with the Planning & Zoning Department. I understand that the filing fee is not refundable upon withdrawal of the proposal or upon denial of the case.

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Owner Signature

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Date

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Owner Name (print)

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Agent Signature

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Date

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Agent Name (print)

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## APPLICATION SUBMITTAL REQUIREMENTS

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### ANNEXATION APPLICATION

The following items are REQUIRED:

- Annexation Application Form
- Application fee as required by the [Justin Fee Schedule](#). This fee is non-refundable.
- Narrative Letter detailing why the applicant is requesting annexation and if services will be provided by the City.
- Metes and Bounds of the subject property requested for annexation.
- Map or exhibit showing the property to annexed
- Additional information may be requested by the Development Review Committee if deemed essential for review and consideration by the Planning and Zoning Commission and/or City Council.