



Annexation Application

File Name: _____

Date Stamp

File Number: _____

A Land Use Application for Annexation is deemed complete when it is accompanied by the required items identified below. Please be advised that additional information may be required during the review process in order to respond to or resolve particular issues. No application shall be considered complete if any of the required information is missing.

Current County Zoning: _____ **Requested Zoning:** _____ **Comprehensive Plan Designation:** _____

REQUIRED ITEMS		For Staff Use ONLY	
		Verified	Waived
<input type="checkbox"/>	1. Land Use Application Cover Sheet.		
<input type="checkbox"/>	2. Petition for annexation, signed by ALL property owners with signature of each petitioner duly witnessed; petition must contain:		
	A. Site address;		
	B. Tax map number (s);		
	C. Size of property in acres;		
	D. Reasons for request;		
	E. General location description (proximity to closest roadways, streets and intersections).		
<input type="checkbox"/>	3. A full legal description of the property in Word format.		
<input type="checkbox"/>	4. Current recorded deed showing legal description and ownership.		
<input type="checkbox"/>	5. Current sealed survey (no larger than 11" x 17"), drawn to scale, showing:		
	A. Property identified for annexation which clearly shows the parcel(s) and demonstrates contiguity to the City;		
	B. Date, scale and north arrow;		
	C. Existing right-of-ways and improvements;		
	D. Existing utilities;		
	E. Existing natural features;		
	F. Existing structures and other improvements;		
	G. All structures, natural features and other improvements on abutting property.		
<input type="checkbox"/>	6. Application fee (see page 2).		

I/We certify that the information provided in this application, including all submittals are attachments, is true and correct to the best of my/our knowledge.

Signature of Property Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

FOR STAFF USE ONLY			
City Council	Annexation Committee	Planning Commission	City Council
Applicant			
Owner			

REVISED: 01.2014

*ORDINANCE 2005-1
(Section 8 Annexation Requests)*

Section 230-57 of Chapter 230, Zoning, of the Code of the City of Milford, is hereby amended by adding the following fees for annexation requests, zoning inspections, utility agreements and the City Subdivision and Specifications Manual.

Annexation:

Residential: \$2,500 plus \$100 per acre in excess of five acres (restricted to residential use)

Residential: \$350 (less than one acre, restricted to residential use)

Commercial: \$2,500 plus \$500 per acre

(Mixed Commercial and Residential Requests will be determined by amount of commercial and residential acreage.)

Effective June 2, 2005