



Annexation Application and Checklist

Property Information:

Project Name: _____ Parcel(s) Tax ID# (Required): _____

Project Address (Location): _____ Total Acres: _____

Previous Project Number (If Applicable): _____

Existing Zoning: _____ # of Existing Lots: _____ # of Existing Units: _____

Proposed Zoning: _____ # of Proposed Lots: _____ # of Proposed Units: _____

Owner Information and Authorization:

Name: _____

Company Name: _____

Address: _____

Telephone: _____ Email: _____

CHECK ONE OF THE FOLLOWING:

- I will represent the application myself; or
- I hereby designate _____ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Denton (the "City") is authorized and permitted to provide information contained within this application to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.

Owner's Signature: _____ Date: _____

STATE OF TEXAS COUNTY OF _____ BEFORE ME, a Notary Public, on this _____ day personally appeared _____ (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct."

SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, 20_____.

 Notary Signature

(seal)



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Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed **Annexation**. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information or obtain a waiver from the DRC Chair will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

Items to be submitted:

- Application and Checklist.**
- Associated Fee(s):** as listed on the **Development Review Fee Schedule**.
- Project Narrative:** Written proposal for the project. Describe the purpose of the Annexation request.
- All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- Annexation Checklist:** I have reviewed the application and checklist and all submittals for completeness and accuracy.
- All documents are required to be PDF files, each sheet will be a single item and will be uploaded into ProjectDox.**

PETITION FOR ANNEXATION:

The undersigned does hereby petition for annexation of _____ acres located at _____ in the extraterritorial jurisdiction of the City of Denton, Texas. The property is more particularly described in the attached survey description and shown on the attached map. The undersigned also certifies that the following required information concerning the land and its inhabitants is reasonably accurate and assumes responsibility for the completion of said information prior to scheduled action on the request of the City of Denton.

1. Is petition being initiated by owner(s) or majority of registered voters in area of request? ____ If No, what is the status of the applicant?
2. How many dwelling units are located within the area requested for annexation? _____
3. How many businesses or non-residential land uses are located within the area of request? _____

Please provide a general description of these land uses including the names of the businesses, if known.

4. Does area of request include any territory within the city limits or extra-territorial jurisdiction of another city? ____ If yes, which city? _____
5. Estimated population of the area in request: _____, Adults: _____, Children: _____, Number of Registered Voters: _____.



DEPARTMENT OF DEVELOPMENT SERVICES

Development Services Center – 215 W. Hickory Street – Denton, Texas 76201 *voice: (940) 349-8541*

www.cityofdenton.com

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6. At the time of this petition, have any other annexation procedures been indicated for all or any part of the area requested in this petition? _____ If yes, please explain the procedures begun and their status.

7. Does a water supply district lie within the boundaries of the area proposed for annexation? _____

8. What zoning district is being requested, if any, under separate application? _____

9. What is the purpose of the annexation?
