



City of
ALACHUA

THE GOOD LIFE COMMUNITY

FOR PLANNING USE ONLY

Case #: _____

Application Fee: \$ _____

Filing Date: _____

Acceptance Date: _____

Review Type: CCOM

Voluntary Annexation Application

Reference City of Alachua Land Development Regulations, Section 1.7.7

Important Information and Procedures:

Two (2) public hearings before the City Commission are required to consider a request for voluntary annexation. Applicants or their authorized agents should be present at all public hearings.

Annexation of property into the City's jurisdiction does not change the Future Land Use Map Designation or zoning of the property. The property will retain its current designations until amended by the property owner. The property owner will be responsible for submitting applications and fees for a Comprehensive Plan Amendment to the Future Land Use Map and a rezoning within one year of the effective date of the annexation.

A. PROJECT

1. Project Name: _____
2. Address of Subject Property: _____
3. Parcel ID Number(s): _____
4. Existing Use of Property: _____
5. Future Land Use Map Designation: _____
6. Zoning Classification: _____
7. Acreage: _____
8. Number and Type of Existing Structures on the Property: _____

B. APPLICANT

1. Applicant's Status Owner (title holder) Agent
2. Name of Applicant(s) or Contact Person(s): _____ Title: _____
 Company (if applicable): _____
 Physical address: _____
 Mailing Address: _____
 City: _____ State: _____ ZIP: _____
 Telephone: _____ FAX: _____ e-mail: _____
3. If the applicant is agent for the property owner*:
 Name of Owner (title holder): _____
 Mailing Address: _____
 City: _____ State: _____ ZIP: _____
 Telephone: _____ FAX: _____ e-mail: _____

* Must provide executed Authorized Agent Affidavit authorizing the agent to act on behalf of the property owner.

C. ADDITIONAL INFORMATION

1. Is there any additional contact for sale of, or options to purchase, the subject property? Yes No
 If yes, list names of all parties involved: _____
 If yes, is the contract/option contingent or absolute? Contingent Absolute

D. ATTACHMENTS

1. A current aerial map or plat of the property (may be obtained from the Alachua County Property Appraiser.)
2. Two (2) sets of all property owners within 400 feet of the subject property boundaries – even if property within 400 feet falls outside of City limits. (Obtain from the Alachua County Property Appraiser).
3. Property survey or boundary sketch of the property, including legal description (metes and bounds) with tax parcel number, signed and sealed by a professional land surveyor.
4. Proof of ownership (recorded warranty deed.)
5. Proof of payment of taxes.
6. **Fee.** Please see fee schedule for fee determination. No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any necessary technical review will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any legislative and/or quasi-judicial action of any kind on the petition, appeal, or development application.

All 6 attachments are required for a complete application. A completeness review of the application will be conducted within five (5) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that I/We are the owner(s) of real property hereinafter described, or have received and hereby submit written authorization from the owner(s) of the real property to act on their behalf. I/We petition the City of Alachua to extend its corporate limits by voluntary annexation to include the attached legal description of real property.

I/We hereby certify:

1. That the real property described in the attached legal description is contiguous to the existing city limits of the City of Alachua, Florida.
2. That the real property described in the attached legal description is reasonably compact in character.
3. That annexation of the real property described in the attached legal description will not result in the creation of enclaves (that is areas of unincorporated county property completely surrounded by the City of Alachua.)
4. That the owner is the fee simple absolute owner of the real property described in the attached legal description and that there are no leans, encumbrances of title, clouds of any type.
5. That the information contained herein is true and correct to the best of my/our knowledge.
6. That, in accordance with Section 1.7.7 of the City's Land Development Regulations, the property owner will be responsible for submitting applications and fees for a Comprehensive Plan Amendment to the Future Land Use Map and a rezoning within one year of the effective date of the annexation.

Signature of Applicant

Signature of Co-applicant*

Typed or printed name and title of applicant

Typed or printed name of co-applicant*

* Provide signatures of all co-applicants. Multiple copies of this page may be used if necessary.

State of _____ County of _____

The foregoing application is acknowledged before me this _____ day of _____ 20____, by _____, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

Signature of Notary Public, State of _____