

PETITION FOR VOLUNTARY LAND ANNEXATION

INFORMATION PACKET

(You must call for an appointment to file an application.)

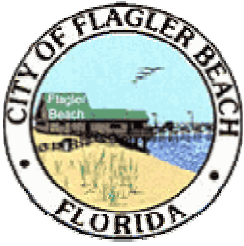


**City of Flagler Beach
P.O. BOX 70-----105 SO. 2ND STREET
FLAGLER BEACH, FL 32136
Phone (386) 517-2000. Fax (386) 517-2008**

Petition for Voluntary Land Annexation

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City of Flagler Beach
PO Box 70 105 South 2nd Street
Flagler Beach, Florida 32136
Phone (386) 517-2000. Fax (386) 517-2008

PETITION FOR VOLUNTARY LAND ANNEXATION

PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION:

OWNER'S NAME: _____ PHONE: _____

ADDRESS: _____

I/We the undersigned state that I/We am/are the sole owner(s) of the property described as (Provide Legal Description of Property):

_____ SUBDIVISION _____ LOT _____ BLOCK _____

Whereas, the land is situated in the County of Flagler and the State of Florida and

Whereas, on information and belief, the above-named property is either partially within or contiguous to the City of Flagler Beach, Flagler County, Florida,

Whereas, the property us reasonably compact

Therefore, the undersigned Owner(s) request(s) that the above-described property be annexed to the City of Flagler Beach by the City Commission of the City of Flagler Beach

<p>_____ Signature of Owner one (1)</p> <p>Subscribed and Sworn to (or affirmed) before me by</p> <p>_____</p> <p>This ____ day of _____, 20____.</p> <p>Who is personally known to me or has produced _____ as identification.</p> <p>_____</p> <p>Commission Number & Expiration</p> <p>_____</p> <p>Notary Public</p>	<p>_____ Signature of Owner two (2)</p> <p>Subscribed and Sworn to (or affirmed) before me by</p> <p>_____</p> <p>This ____ day of _____, 20____.</p> <p>Who is personally known to me or has produced _____ as identification.</p> <p>_____</p> <p>Commission Number & Expiration</p> <p>_____</p> <p>Notary Public</p>
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FEE SCHEDULE

When total land area is 1.0 acre or less..... \$400.00 **
When total land area is 1.01 acres or more..... \$400.00 plus \$25.00 per acre or any
additional fraction thereof .**

PAID: _____ **YES** _____ **NO**

SOURCE:

AMOUNT: _____

Cash _____

DATE: _____

Check _____

TO BE COMPLETED BY THE PLANNING / ZONING DEPARTMENT

ACCEPTED BY: _____

SECTION NUMBER: _____

DATE ACCEPTED: _____

PETITION NUMBER: _____

PROCESS FOR SUBMITTAL & CONSIDERATION OF PETITION

1. Owner submits the following to the Building Department:
 - A. A completed and signed Petition for Voluntary Land Annexation Form.
 - B. Documented proof that the property is partially within or contiguous to the City of Flagler Beach, Flagler County, Florida and reasonably compact. (I.e. Legal Description, site map, etc. NOT TO BE LARGER THAN 11"x 17")
2. The Building Department will review the petition to determine if it has been completed and signed.
3. The Building Department will add the completed/signed petition to a City Commission Agenda for consideration.
4. The Commission will make a determination on the request. Although the Commission's final decision cannot be predicted the following is a list of possible outcomes:
 - A. Defer to another meeting for more information or more time to study.
 - B. Defer the decision and refer the request to the Planning and Architectural Review Board for a recommendation
 - C. Agree to the Annexation and request an ordinance be written for their approval
5. If the Commission and/or the Planning and Architectural Review Board ask for more information it is incumbent upon the owner to provide that information to the Building Department.
6. If the Commission agrees to the Annexation the following steps ensue:
 - A. A notice of the Annexation must be published in a local Newspaper for once each week for two (2) consecutive weeks. This notice shall give the ordinance number and a brief general description of the area proposed to be annexed. The description shall include a map, clearly showing the area, and a statement that the complete legal description, by metes and bounds, and the ordinance, can be obtained from the Office of the City Clerk.
 - B. A draft ordinance will be presented to the Commission for Approval.
 - C. Once adopted the Ordinance will be filed with the County Clerk of Court and the Office of the Flagler County Administrator and the Department of State within seven (7) days after the adoption. The ordinance will include a map clearly indicating the annexed area and a complete legal description of that area by metes and bounds

Note: This process adheres to Florida Statute 171.044.