



ANNEXATION CHECKLIST

Please provide the following information as part of your petition for annexation. We need the details on this list in order to process and review your request. An incomplete application or lack of required information will delay acceptance and/or processing of your application. We may return your application, along with all submitted drawings, until it is complete. Please help us serve you better by submitting the following minimal information.

Applicant, Please Note! Your application may be reviewed on a preliminary basis; however, it is important for you to remember that it must still be reviewed by the City Recorder before it is accepted for processing. You will be contacted by the City Recorder to confirm acceptance or indicate problem areas.

Applicant Information

Project name: _____

Property owner: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

E-mail address: _____

Size of the subject property: _____ Number of lots: _____

Proposed Zoning: _____

Items Required

- _____ Written statement with explanation of the purpose for annexation and a proposed timetable for development.
- _____ Legal description of proposed area with map on 8.5" by 11" sheet.
- _____ Current copy of County Assessor's Parcel Map.
- _____ Names and current addresses of petitioning property owners, as shown on the latest Davis County Tax Rolls.
- _____ Annexation petition on form provided by the City, with signatures of the petitioning property owners.
- _____ Reproducible Mylar drawing (24" by 36") of the area proposed for annexation, prepared by a Land Surveyor or Civil Engineer licensed to Practice in the State of Utah. Include six copies of drawings.
- _____ Application fee (\$50.00)

PETITION FOR ANNEXATION TO KAYSVILLE CITY

OF PROPERTIES IDENTIFIED BELOW

We the undersigned owners of certain real property lying contiguous to the present municipal limits of Kaysville City hereby submit this Petition for Annexation and respectfully represent the following:

1. That this petition is made pursuant to the requirements of Section 10-2-403, Utah Code Annotated, 1953, as amended (U.C.A.);
2. That the property subject to this petition is a contiguous, unincorporated area contiguous to the boundaries of Kaysville City and the annexation thereof will not leave or create an unincorporated island or peninsula;
3. That the signatures affixed hereto are those of the owners of private real property that:
 - a. is located within the area proposed for annexation;
 - b. covers a majority of the private land area within the area proposed for annexation; and
 - c. is equal in value to at least 1/3 of the value as shown by the last assessment rolls of all private real property within the area proposed for annexation; and
 - d. is described on the accompanying legal description.
4. That up to five of the signers of this petition have been designated as sponsors, one of whom is designated as the "Contact Sponsor", with the mailing address of each sponsor being indicated;
5. That the petitioners have caused an accurate plat or map of the above-described property to be prepared by a licensed surveyor, which plat or map is filed herewith; and
6. That the petitioners request the property, if annexed be zoned as follows with the attached signatures.

Contact Sponsor:

Printed Name Signature

Davis Co. Parcel ID Number Residential Address Requested Zone

Mailing Address (_____) _____ - _____
Contact Telephone

Sponsor #1:

Printed Name Signature

Davis Co. Parcel ID Number Residential Address Requested Zone

Mailing Address (_____) _____ - _____
Contact Telephone

Sponsor #2:

Printed Name Signature

Davis Co. Parcel ID Number Residential Address Requested Zone

Mailing Address (_____) Contact Telephone - _____

Sponsor #3:

Printed Name Signature

Davis Co. Parcel ID Number Residential Address Requested Zone

Mailing Address (_____) Contact Telephone - _____

Sponsor #4:

Printed Name Signature

Davis Co. Parcel ID Number Residential Address Requested Zone

Mailing Address (_____) Contact Telephone - _____

Sponsor #5:

_____ Printed Name

_____ Signature

_____ Davis Co. Parcel ID Number

_____ Residential Address

_____ Requested Zone

_____ Mailing Address

(_____) _____ - _____
Contact Telephone

If more space is needed, attach separate sheet.