



Town of Burgaw – Planning Department

PETITION FOR VOLUNTARY ANNEXATION - Contiguous
109 N. Walker St. • Burgaw, NC • 28425 • 910.663.3452

State of North Carolina
Pender County

Fee:

DATE:

To the Honorable Mayor and Board of Commissioners of the Town of Burgaw, Pender County, North Carolina:

1. We, the undersigned owners of real property believe that the area described in paragraph 2 below meets the requirements of [G.S. 160A-31](#) and respectfully request that the area be annexed to the Town of Burgaw.
2. The area to be annexed is contiguous to the Town of Burgaw and the boundaries of such territory are as follows:

(A legally accepted description of the property must be inserted here, after it has been approved by a consulting engineer of the Town)

WHEREFORE, your petitioner(s) respectfully requests that the aforementioned property be annexed by the Town of Burgaw, North Carolina.

IN WITNESS WHEREOF, your petitioner(s) has caused this instrument to be executed on the ____ day of _____, 20 ____.

PETITIONER(S)

(This petition must be signed by the owners of each parcel proposed for annexation; attach additional sheets, if necessary)

PROPERTY OWNER'S NAME (Type or Print)	ADDRESS	PROPERTY OWNER(S) SIGNATURE

(NOTE: If the property is owned by a corporation or entity other than a private individual, a responsible corporate officer must sign as petitioner with an attestation by a second corporate officer and the corporate seal affixed. In addition, the execution of the petition must be notarized.)

Accuracy of Legal Description Approved: _____

PETITION FOR VOLUNTARY ANNEXATION - CONTIGUOUS

Submittal Checklist—All items on the checklist must be submitted for the petition to be accepted and scheduled for consideration. If any items are not included, the Town Clerk will reject the petition.

_____ Annexation petition, signed by property owners.

If the deed has multiple owners, such as a husband and wife, then all individuals must sign this petition form. Attach the copy of the deed of each property to the corresponding petition sheet. The original copies with signatures must be submitted to the Town Clerk. If the property is owned by a corporation or entity other than a private individual, a responsible corporate officer must sign as petitioner with an attestation by a second corporate officer and the corporate seal affixed.

_____ A true copy of the property deed

_____ Meets and bounds description, APPROVED BY CONSULTING ENGINEER

_____ A map showing the relationship of the property to the existing town limits and ETJ.

_____ A survey map, to be recorded with the Pender County Register of Deeds, showing the entire property to be annexed and tied to NC Grid System.

_____ A GIS data file of the petitioned property.

_____ Annexation petition fee

_____ List of parcels to be annexed, including the tax parcel number, property owner, and property owner mailing address for each parcel.

_____ List of parcels adjacent to those proposed to be annexed, including tax parcel numbers, property owner, and property owner mailing address.

_____ Completed development program (form attached)

_____ Letter from Town of Burgaw Public Works Department stating that sufficient capacity exists to serve the proposed development.

Development Program for Annexation Request
Town of Burgaw, North Carolina

NAME OF ANNEXATION:

DATE:

1. Is this/will this be a gated community?

2. Current Assessed Value of Area

Land Value:

Residential Value:

Commercial Value:

Total Value:

Residential Units

Commercial Buildings

Proposed Development

Residential Units by Year of Development

Year 1

Year 2

Year 3

Year 4

Year 5

Commercial Buildings by Year of Development

Year 1

Year 2

Year 3

Year 4

Year 5
