



100 South Church St. Dublin, GA 31021

478-277-5070

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ANNEXATION APPLICATION

ANNEXATION PROCEDURES:

This application must be completed and submitted, with all required supporting materials at least twenty-nine (29) days prior to the next scheduled Planning and Zoning meeting, along with the required non-refundable application fee, or it cannot be placed on the agenda.

The information below must be submitted with the application:

- Notarized authorization for application if applicant is not the property owner.
- Legal description in metes and bounds and iron pins of property for which annexation is requested.
- Three (3) copies of plat drawn to scale, prepared and sealed by an architect, engineer, landscape architect or land surveyor whose state registration is current and valid showing the following:
 1. North arrow and land lot(s)
 2. Property lines with dimensions and angles of turns
 3. Adjoining streets with present right of ways and paving widths Location of existing structures, if applicable
 4. Total acreage
 5. Zone requested
 6. Proposed use of property

The Planning and Zoning Commission will make a recommendation to City Council for their final approval.

INFORMATION

Regular meetings are held on the Second Tuesday of each month at 5:30 pm in the Henry “Bud” Hicks Jr. Memorial Chamber, located in City Hall in Dublin, Georgia.

Completed applications for annexations will be placed on the Agenda of the Planning and Zoning Commission at the first regular meeting following submission. Prior to being placed on the Agenda, the City Planner will ensure staff review has been completed on the application. This review will include, but not be limited to:

1. Ensure correct present zoning.
2. Ensure correct proposed re-zoning.
3. Ensure the specific, proposed use is legal and correct for the proposed re-zoning.
4. Check for readily visible problems such as sewer, water, and/or gas availability, drainage, distance from schools/churches, etc.
5. Compatibility with the City's Comprehensive Plan.

The Planning and Zoning Commission will normally recommend action on the application to the Dublin City Council at the next regular City Council meeting. In all cases, the Planning Commission will make a recommendation to Council within thirty (30) days.

NOTICE: The Applicant or representative must attend the meeting at which his application will be heard. If no one is present to represent their application it will not be discussed, but tabled until later when someone is present to answer any questions which might arise. A pre-application conference is suggested between the applicant and the Director of Planning, Zoning and Development. In all matters to be considered in connection with this submission of the application form, it is incumbent upon the application to submit complete evidence and justifications for action applies for. Lack of complete and pertinent justification may result in an adverse ruling.

SPECIFIC DATES, INFORMATION, APPLICATIONS AND HEARINGS MAY BE OBTAINED FROM THE DEPARTMENT OF PLANNING AND DEVELOPMENT.

APPLICATION FEE: \$350



ANNEXATION APPLICATION

To: Mayor and Council of Dublin

The undersigned do hereby make application for the annexation of _____ acres of land located at parcel number _____ to the Corporate Limits of the City of Dublin in accordance with the provisions of Georgia Laws 1962, page 119, as amended, (Georgia Code Annotated Section 69-902). Legal description of said property shown in Exhibit "A" and three copies of plat of property shown in Exhibit "B". The exhibits are attached to this application.

Applicants are all owners of all the property sought to be annexed. Applicants request that said property be given the _____ zoning classification in the annexation ordinance and proposed use is

_____.

This _____ day of _____.

OWNER:

MAILING ADDRESS:

PHONE:

EMAIL:

OWNER SIGNATURE