

CITY OF DACULA

ANNEXATION INFORMATION

In order for your property to be considered for annexation you must submit the following:

- 1) Annexation Application, Application Fee \$2,250.00
- 2) Annexation Petition
- 3) Owner/Applicant Application
- 4) Annexation Questionnaire
- 5) Legal Description
- 6) One (1) reduced 8 x 11 copy of the plat(s)
- 7) Fifteen (15) copies of the plat
- 8) A map and complete survey prepared by a registered surveyor, which includes:
 - No fewer than 4 surveyed map registration points that relate it to the Georgia Coordinate System of 1985, and
 - the boundaries of the area being annexed and the existing boundaries of the city between the points at which these boundaries close.
 - The surveyed map must meet the requirements of the Rules and Regulations of the State of Georgia, Section 180-7-01 Technical Standards for Property Surveys.
 - The map and survey must also meet the requirements of Code Section 15-6-67 for the filings of maps or plats relating to real estate with the clerk of Superior Court.
- 9) Adjoining Property Owners—applicant notifies all adjoining property owners(s) of annexation request. A copy of letter of notification to adjoining property owner(s) must be attached to the application.
- 10) An Economic and Community Infrastructure Facilities Impact Worksheet must be completed and submitted with applications. Impact Worksheet requirement may be waived at the discretion of the City Administrator.

All forms must be completed and submitted to:

*City Administrator, City of Dacula
P. O. Box 400
Dacula, Georgia 30019*

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APPLICATION FOR ANNEXATION
CITY OF DACULA
P. O. BOX 400
DACULA, GEORGIA 30019-0007

Ordinance No.: _____ Date: _____

Final Approval Date: _____ Application No.: _____

I Hereby Request That The Property Described In This Application Be Annexed Into The Dacula City Limits With a Zoning Classification of _____

Address of Property to Be Annexed: _____

Area: _____ Acres, or _____ Square Feet _____ Tax Map Number _____

Owner of Property _____

Telephone Number _____

Address _____

Applicant _____

Telephone Number _____

Address _____

If the Owner and Applicant Are Not the Same, Please Complete Attachment 1.

Resident Population _____ Housing Units _____ Other Buildings _____

Race Population _____ White _____ Black _____ Other _____

A. Reasons For Requesting Annexation: *Give a brief summary of the reasons for requesting annexation:* _____

B. Site Plan - All site plans shall draw the location of existing buildings and other improvements to the property.

C. Property Description - A written legal description and recent plat of the property to be submitted.

D. Meeting Dates and Processing of Applications - See Attachment 2.

E. Fee - \$2,250.00

F. Authorization To Inspect Premises - I hereby authorize the Dacula City Council to inspect the premises which are the subject of this annexation application.

G. Petition Requesting Annexation - *Attachment 3 must be completed by owners.*

H. Annexation Questionnaire - *Attachment 4 must be completed.*

Signature of Applicant

PETITION REQUESTING ANNEXATION
CITY OF DACULA, GEORGIA

Date: _____

TO THE HONORABLE CITY COUNCIL OF THE CITY OF DACULA, GEORGIA

1. The undersigned, as owner of all real property of the territory described herein, respectfully requests that the City Council annex this territory to the City of Dacula, Georgia, and extend the City boundaries to include the same.
2. The territory to be annexed abuts the existing boundary of Dacula, Georgia, and the description of such territory area is as follows:

Address/Location of Property: _____

Tax Map Number _____

See Attached Description.

3. It is requested that this territory to be annexed shall be zoned _____ for the following reasons: _____

WHEREFORE, the Petitioners pray that the City Council of the City of Dacula, Georgia, pursuant to the provisions of the Acts of the General Assembly of the State of Georgia, Georgia Laws, do by proper ordinance annex said property to the City Limits of the City of Dacula, Georgia.

Respectfully Submitted,

Owners Address: _____

PROPERTY OWNER AUTHORIZATION

City of Dacula

Application for Annexation

I Swear That I Am The Owner Of The Property Which Is The Subject Matter Of the Attached Application, As Is Shown In The Records Of Gwinnett County, Georgia.

I Authorize The Person Named Below To Act As Applicant In The Pursuit Of An Annexation Request Of This Property.

Name Of Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____

Signature of Owner

City of Dacula
Annexation Questionnaire
Please Type or Print

Property Owner

Petitioner (if different)

Name: _____

Address: _____

Business Phone: _____

Home Phone: _____

Address of Property to be Annexed: _____

Gwinnett County Zoning _____

Property Annexed as _____

Description: _____

District: _____ Land Lot: _____ Parcel: _____

Assessed Value: _____ Acreage: _____

List each adult living on site:

List number of Individuals by race:

Describe any other structure(s) on site:

Petitioner(s) _____

CITY OF DACULA

MEETING DATES AND PROCESSING OF APPLICATIONS

If your application is found to be valid, the City will notify you. The City will place a legal advertisement in the Official News Organ (Gwinnett Daily Post) advertising the Public Hearing, not less than 15 days not more than 45 days from the time of the validity determination.

The Mayor and City Council meet on the first Thursday of each month at 7:00 P. M.

The City will notify you of the date and time of the Public Hearing.

ADJOINING PROPERTY OWNER(S)
RECORD NOTIFICATION

DATE: _____

TO: _____
(Sent by First Class Mail and Certified Mail - Return Receipt Requested)

FROM: _____

RE: Proposed Annexation Case # CD-AA-_____

Proposed Rezoning Case # CD-RZ-_____

Property Location: 5th District, Land Lot _____ Parcel _____

LOCATION/ADDRESS: _____

You are hereby notified that an application for annexation and a zoning change from _____
_____ to _____ has been
submitted to the City of Dacula.

The proposed annexation/rezoning is contiguous to your property.

The PLANNING COMMISSION Public Hearing/Meeting will be held at the Dacula City Hall, 442 Harbins
Rd., Dacula, Georgia on _____ at 6:30 P. M. in the Council Chambers.

(date)

The CITY COUNCIL Public Hearing/Meeting will be held at the Dacula City Hall, 442 Harbins Rd.,
Dacula, Georgia on _____ at 7:00 P. M. in the Council Chambers.

(date)

If you have any comments or concerns concerning this matter, please plan to attend the public hearings.

Thank you.