



CITY OF CLEARWATER PETITION FOR ANNEXATION INSTRUCTIONS

PLANNING DEPARTMENT

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, 2nd FLOOR

PHONE (727) 562-4567 FAX (727) 562-4576

(Updated: March 24, 2008)

Application and Submission Requirements

Please submit **15 copies** of the attached annexation petition and the following supplemental information:

- A signed and sworn disclosure of interest statement.
- If the property is not a platted lot of record, a current survey prepared within the most recent twelve months that identifies the dimensions, area and location of the property prepared, signed and sealed by a land surveyor currently registered in the State of Florida.
- Proof of ownership in the form of a copy of the deed, title insurance policy, or other instrument demonstrating ownership (**only 2 copies required**).
- If development is to be initiated prior to the effective date of the annexation, then requisite site plans, plat, and engineering plans shall be submitted at the time the petition form is filed.
- Terms of a proposed agreement to annex, if any.
- If the proposed annexation requires a change in the land use classification and zoning category assigned to the property, a justification for such change must be submitted in writing. If the requested zoning is not consistent with Clearwater's Comprehensive Land Use Plan, the applicant will be required to file a companion application to amend the Land Use Plan.

Attendance at Public Hearings

The applicant or applicant's representative should be present at City Council public hearings, unless the annexation involves property developed or to be developed with one single family dwelling.

Standards for Annexation:

- In determining whether to annex a particular parcel of property, the City shall consider the extent to which:
- The proposed annexation will impact City services.
- The proposed annexation is consistent with the Comprehensive Plan.
- The proposed annexation requires a change in the land use classification and zoning category assigned to the property and the justification for such change.
- The proposed annexation exceeds the acreage threshold established by the County Planning Council, thereby requiring review and determination regarding the City's ability to serve.
- The proposed or existing development, if any, is consistent with City regulations.
- The terms of a proposed annexation agreement, if any, promotes the City's Comprehensive Plan.

Please be advised that, in consideration of the annexation, the property owners do hereby agree that:

- All structures and improvements which are erected upon said property subsequent to the date of this petition for annexation shall comply with all applicable City of Clearwater regulations and ordinances as set forth in the City Code of Ordinances;
- All annexations of residential dwellings of eight dwelling units or more shall convey such recreation facilities fees and recreation land dedication and/or fees in the amount and manner prescribed by Chapter 54, Article II of Clearwater Code of Ordinances; and
- When any substandard abutting street or utilities are subsequently upgraded by the City to meet City Standards, said improvement(s) will be done on an assessment basis, consistent with City procedures therefore.



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APPLICANT, PROPERTY OWNERS, AND AGENT INFORMATION:

APPLICANT NAME: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

PROPERTY OWNERS: _____
(List all owners)

AGENT NAME: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

PROPOSED DEVELOPMENT INFORMATION:

LOCATION: _____

STREET ADDRESS: _____

LEGAL DESCRIPTION: _____

PARCEL NUMBER: _____

EXISTING CATEGORIES: ZONING: _____ LAND USE: _____

PROPOSED CATEGORIES: ZONING: _____ LAND USE: _____

EXISTING USE AND SIZE: _____
(number of dwelling units, hotel rooms or square footage of nonresidential use)

PROPOSED USE AND SIZE: _____
(number of dwelling units, hotel rooms or square footage of nonresidential use)

SIZE OF SITE: _____

CURRENT CITY SERVICES: SANITARY SEWER SOLID WASTE

CITY SERVICES REQUESTED: SANITARY SEWER SOLID WASTE

I (we), the undersigned, acknowledge that all representations made in this application are true and accurate to the best of my knowledge.

STATE OF FLORIDA, COUNTY OF PINELLAS

Sworn to and subscribed before me this _____ day of _____, A.D., 20____ to me and/or by _____, who is personally known has produced _____ as identification.

Signature of property owner or representative

Notary public,
my commission expires:

Signature of property owner or representative



CITY OF CLEARWATER PETITION FOR ANNEXATION DISCLOSURE STATEMENT

PLANNING DEPARTMENT

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE, 2nd FLOOR
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PROPERTY OWNER NAME:	
ADDRESS:	
PHONE NUMBER:	FAX NUMBER:
REPRESENTATIVE(S) NAME:	
ADDRESS:	
PHONE NUMBER:	FAX NUMBER:
ANY OTHER PERSONS HAVING ANY OWNERSHIP INTEREST IN THE SUBJECT PROPERTY: NAME:	
INTEREST IS:	
SPECIFIC INTEREST HELD:	
DOES A CONTRACT EXIST FOR THE SALE OF THE SUBJECT PROPERTY? YES NO	
CONTRACT IS:	
ALL PARTIES TO CONTRACT:	
NAME:	
NAME:	
ARE THERE ANY OPTIONS TO PURCHASE SUBJECT PROPERTY? YES NO	
LIST ALL PARTIES TO OPTION:	
NAME:	
NAME:	
ARE THERE ANY MORTGAGES OR LIENS ON THE PROPERTY? YES NO	
MORTGAGE HOLDER(S) NAME:	
LIEN HOLDER(S) NAME:	

<p>I (we), the undersigned, acknowledge that all representations made in this application are true and accurate to the best of my knowledge.</p> <p>_____</p> <p>Signature of property owner or representative</p> <p>_____</p> <p>Signature of property owner or representative</p>	<p style="text-align: center;">STATE OF FLORIDA, COUNTY OF PINELLAS</p> <p>Sworn to and subscribed before me this _____ day of _____, A.D., 20____ to me and/or by _____, who is personally known has produced _____, as identification.</p> <p>_____</p> <p>Notary public, my commission expires:</p>
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