

NOTICE OF INTENT TO ANNEX



PO Box 371 Stevenson, Washington 98648

Phone: (509)427-5970 Fax: (509)427-8202

Proponent/Contact: _____

Mailing Address: _____

Phone: _____ Fax: _____

E-Mail Address (Optional): _____

Property Owner: _____

Mailing Address: _____

Phone: _____ Fax: _____

E-Mail Address (Optional): _____

If There are Additional Lots or Owners, Please Attach Additional Pages and Signatures as Necessary

Property Addresses (Or Nearest Intersection): _____

Tax Parcel Number: _____ **Lot Size:** _____

Brief Narrative of Request: _____

Current Zoning: _____ **Requested Zoning:** _____

Water Supply Source: _____ **Sewage Disposal Method:** _____

As the property owners of the real property described in this proposal, our signatures indicate our approval of this proposal.

I/we hereby provide written authorization for the City to reasonably access to the subject property to examine the proposal and carry out the administrative duties of the Stevenson Municipal Code.

Incomplete notices may not be accepted. • Please ensure that all submittals are included

Signature of Property Owner: _____ **Date:** _____

For Official Use Only:
Date Application Received _____ • Date Application Complete _____



SUBMIT TO:
 City Hall, PO Box 371
 7121 NE Loop Road

Notice of Intent to Annex

Submittal Requirements

The following information is requested for all annexations initiated under either the Direct Petition Method or the Alternative Direct Petition Method. Applications without the required information will not be accepted.

- Application Fee** (Amount: _____ Date: _____ Receipt #: _____)
- Notice of Intent to Annex Form, Signed Property Owners of at Least 10% of the Assessed Value or Acreage** (Depending on which petition method is selected)
- Copies of the Titles or Other Proof of Ownership**
- Existing Legal Description of the Potential Annexation, Prepared by a Professional Surveyor or Title Company**
- Descriptions of Any Existing Restrictive Covenants or Conditions**
- An Original and Two (2) Copies of a Site Plan*, Clearly Showing the Following:**
 - The Name of the Property Owners
 - A North Arrow and Scale
 - The Area and Dimensions of Each Property
 - The Location of All Existing Structures
 - The Use of All Existing Structures
 - The Location of All Generally Observable Slopes, Bluffs, Streams, Wetlands, Etc.
 - The Location and Dimensions of Any Drainfields, Public Utilities, Easements, Rights-of-Way or Streets within or Adjacent to Any Affected Lot
- A Signed Affidavit Stating that the Proponent has Contacted Adjacent Unincorporated Property Owners Regarding Their Inclusion in the Proposed Annexation and Describing their Response.**

10% NOTICE OF INTENT

ANNEXATION TO THE CITY OF STEVENSON

We the undersigned hereby give notice of intent to the City of Stevenson to have our property located as described below annexed to the City of Stevenson. We certify that we are the legal owners of property representing at least ten percent (10%) or more of the total value of all property within the area we are asking to be annexed.

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

The legal description is as follows:

The undersigned hereby certifies that all information submitted with this application is complete and true under penalty of perjury under the laws of the State of Washington. The undersigned also understands that any errors and omissions may lengthen the time to process this request.

Parcel #	Sign & Print Name	Address	Date Signed

RCW 35A.01.040 states: (a) The signature of a record owner, as determined by the records of the county auditor, shall be sufficient without the signature of his or her spouse; (b) In the case of mortgaged property, the signature of the mortgagor shall be sufficient, without the signature of his or her spouse; (c) In the case of property purchased on contract, the signature of the contract purchaser, as shown by the records of the county auditor, shall be deemed sufficient, without the signature of his or her spouse; (d) Any officer of a corporation owning land within the area involved who is duly authorized to execute deeds or encumbrances on behalf of the corporation, may sign on behalf of such corporation, and shall attach to the petition a certified excerpt from the bylaws of such corporation showing such authority; (e) When property stands in the name of a deceased person or any person for whom a guardian has been appointed, the signature of the executor, administrator, or guardian, as the case may be, shall be equivalent to the signature of the owner of the property.

Affidavit of Neighbor Contact

I, _____, of _____,
(Name) (Full Address)

say that I contacted all adjacent, unincorporated property owners to discuss the Notice of Intent to Annex being submitted to the City of Stevenson. When asked whether they would like to be included in the proposed annexation area the property owners responded as follows (Attach Exhibits as necessary):

<u>Tax Lot Number</u>	<u>Property Owner</u>	<u>Yes</u>	<u>No</u>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Signature

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public in and for the State of Washington
Residing at _____
My commission expires _____.

Affidavit, Exhibit B (Optional Tax Lot Vicinity Map)