



INFORMATION FOR REQUESTING ANNEXATION

ITEMS REQUIRED FOR EACH APPLICATION:

(The following items are included in this packet. Instructions are located on each form. There is some repetition because the different forms go for different processing.)

- A. PETITION FOR ANNEXATION
- B. APPLICANT'S SUPPORT INFORMATION FOR ANNEXATION REQUEST
- C. LIST OF OWNERS OF SURROUNDING PROPERTY WITHIN THE CITY LIMITS
- D. LIST OF OWNERS OF ALL PROPERTY TO BE ANNEXED
- E. AUTHORIZATION OF AGENT
- F. MAP OF AREA (FORM F IS AN EXAMPLE ONLY)

(Provide a map of the area of the annexation request. Show all land uses for at least 200 feet in all directions outside the area and outline the area to be annexed.)

- G. PETITION FOR ORIGINAL ZONING

(NOTE: Please see Chapter 10. Section 10-776. Fees. in the Unified Development Code)

ALL ANNEXATION IS BY ORDINANCE, AND ONLY THE CITY COUNCIL HAS THE AUTHORITY TO MAKE OR TO CHANGE AN ORDINANCE. THE COUNCIL HAS ASSIGNED THE STUDY OF ANNEXATION TO THE CITY PLANNING AND ZONING COMMISSION, WHICH WILL MAKE RECOMMENDATIONS TO THE COUNCIL. THIS REQUEST FOR ANNEXATION WILL NOT BE EFFECTIVE UNLESS IT IS PASSED BY THE CITY COUNCIL.

(NOTE: The Planning and Zoning Commission hears all requests on the first Tuesday of each month at 1:30 p.m. in the City Council Chambers, City Hall, 212 N. Bonner Avenue)

ANNEXATION PETITIONS MUST BE FILED IN THE PLANNING AND ZONING DEPARTMENT, TYLER DEVELOPMENT CENTER, 423 WEST FERGUSON.

THE FILING DEADLINE FOR THE _____, PLANNING AND ZONING COMMISSION MEETING WILL BE _____, _____, AT 5:00 P.M. PLEASE HAVE A REPRESENTATIVE PRESENT AT ALL PUBLIC HEARINGS. THE APPLICANT HAS THE DUTY TO PRODUCE EVIDENCE BEFORE THE PLANNING AND ZONING COMMISSION AND CITY COUNCIL TO JUSTIFY THE PROPOSED ANNEXATION.



LIST OF OWNERS OF SURROUNDING PROPERTY

List the name and address of the owner of every piece of property within the City limits which is within 200 feet of any part of the property to be annexed. Signatures are not required. This list is for sending notices required by state law. The best source for this list is the Smith County Appraisal District, 245 East Southeast Loop 323.

Please print clearly or type, one name and mailing address per block. Please request additional pages if necessary.

LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
LOT	BLOCK	LOT	BLOCK	LOT	BLOCK



LIST OWNER(S) OF ALL PROPERTY TO BE ANNEXED

List the names and addresses of all owners of property included within the area to be annexed. (Please print)

NAME

MAILING ADDRESS

1.	_____
2.	_____
3.	_____
4.	_____
5.	_____
6.	_____
7.	_____
8.	_____
9.	_____
10.	_____
11.	_____
12.	_____
13.	_____
14.	_____
15.	_____
16.	_____
17.	_____
18.	_____
19.	_____
20.	_____



AUTHORIZATION OF AGENT

We, the undersigned, being owners of real property to be annexed according to this Application, do hereby authorize (print name and address of agent) _____ to act as our Agent in the matter of this annexation. The term "agent" shall mean any lessee, developer, option holder, or other authorized individual who is authorized to act in behalf of the owner(s) of said property to be annexed.

(Form to be signed below by all owners of property to be annexed.)

SIGNATURE

MAILING ADDRESS

1.	_____
2.	_____
3.	_____
4.	_____
5.	_____
6.	_____
7.	_____
8.	_____
9.	_____
10.	_____
11.	_____
12.	_____
13.	_____
14.	_____
15.	_____

(This form is necessary only when the person representing this request does not own any of the property to be annexed. Person must also sign Forms B & G as "Agent".)



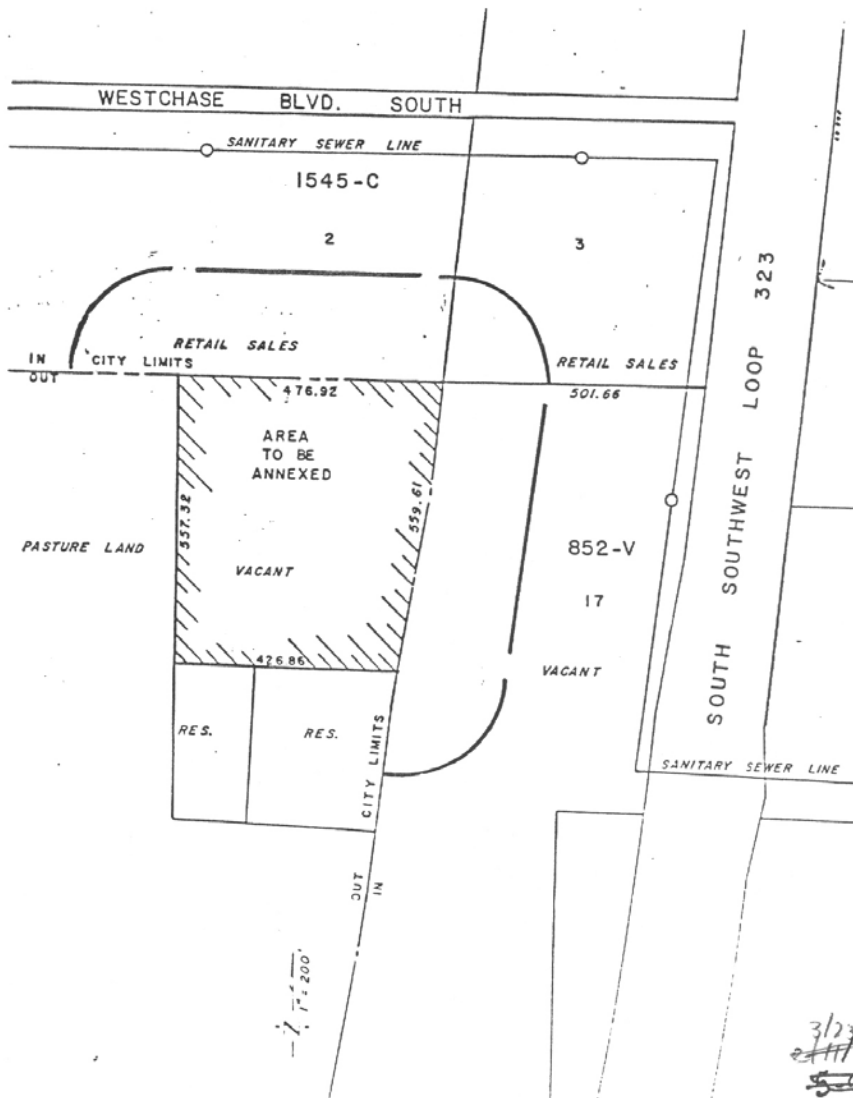
FORM F



FORM F
OK

AREA MAP

(EXAMPLE ONLY)





PETITION FOR ORIGINAL ZONING OF AREA TO BE ANNEXED

**Before the City Planning and Zoning Commission and the City Council
of the City of Tyler, Texas**

The undersigned, as owner(s) or agent for the owner(s) of the area to be annexed, hereby makes application for the original zoning of the area to be annexed (insert zoning classification desired) _____. If more than one zoning classification is requested for the area, please indicate on the area map what zoning classification is requested for each portion. Complete and accurate field notes are required delineating the different zones requested. A metes and bounds description is required.

For the property owner which does not request original zoning, the Planning and Zoning Commission as part of its recommendation for approval of this annexation will recommend a zoning classification(s) for the area to be annexed.

Wherefore, the owner(s) request that the Planning and Zoning Commission consider the original zoning requested, and that the Planning and Zoning Commission recommend this zoning to the City Council of the City of Tyler, Texas for adoption.*

PROPERTY OWNERS' SIGNATURES

Agent (When Applicable – See Form E)

* The Planning and Zoning Commission in recommending this annexation, and the City Council in approving the annexation, are not obligated to also approve the original zoning requested by the property owner(s). All land contained within the corporate limits of the City of Tyler must be zoned, and the Planning and Zoning Commission and the City Council will endeavor to approve original zoning for the area to be annexed as requested by the property owner(s) if such zoning is appropriate for the existing or likely use of the property to be annexed, and is compatible with current zoning and existing development in that area of the City for which the annexed area will become a part.