



APPLICATION FOR VOLUNTARY ANNEXATION REQUEST

1. General Instructions and Information:

- A) The Applicant is required to complete all parts of this application properly and completely in order for staff to begin processing the request. The Applicant is encouraged to schedule a pre-application meeting to address any questions. Insufficient applications will not proceed.
- B) The application must be signed by the property owner(s) of record or be accompanied by a notarized letter of authorization signed by the property owner(s) of record designating an applicant on his/her/their behalf.
- C) This application will be reviewed by City staff in accordance with Florida Statutes: Chapter 171, Municipal Annexation or Contraction, Section 171.044, Voluntary Annexation.
- D) Application Process: Completed applications take approximately four to six months to process. Applications proceed through the following list of three public meetings, one of which is also formally advertised public hearing:
 - 1. Development Review Committee (DRC) – Public Meeting
 - 2. City Council First Reading – Public Meeting
 - 3. City Council Second Reading – Public Meeting; Public Hearing; Scheduled Action

Project No: _____

Project Name: _____

2. Contact Information (Provide Name, Complete Mailing Address, Telephone Number(s), FAX Number, Email Address):

Petitioner's Name: _____

Address: _____

Phone: _____ FAX: _____ E-MAIL: _____

Property Owner(s) Name: _____

Address: _____

Phone: _____ FAX: _____ E-MAIL: _____

Consultant(s) Name: _____

Address: _____

Phone: _____ FAX: _____ E-MAIL: _____

3. Project Address and/or Parcel Identification Number(s). (Attach an official, sealed boundary survey with a complete legal description of the subject property to this application.):

4. Describe the General Location of the Subject Property (Include the name of the abutting road with provides the connection to the City of Oviedo's municipal boundary.):

5. Size of Subject Property (in acres): _____

Project No: _____

Project Name: _____

6. How will potable water, reclaimed water, and sanitary sewer be provided to the subject property? State the appropriate utility provider(s) (ie, City of Oviedo or Alafaya Utilities) and indicate the ERU's and/or GPD's necessary to serve the property under the maximum density/intensity development scenario on the lines below. Attach a letter(s) from the utility provider(s) stating that there is sufficient capacity for potable water, reclaimed water, and sanitary sewer to serve the subject property under the maximum density/intensity development scenario for the subject property under the proposed future land use designation. (City of Oviedo capacity letters can be obtained from Bobby Wyatt, City Engineer, by making a written request that shows the estimated potable water and sewer usage consistent with Ordinance Number 1148. These letters can be transmitted to Mr. Wyatt via mail, email: bwyatt@cityofoviedo.net, or fax: 407-971-5822.)

potable water: _____

reclaimed water: _____

sewer: _____

7. Current Use of Subject Property: _____

8. Proposed Use of Subject Property: _____

9. Current Use of Surrounding Properties:

North: _____ East: _____

South: _____ West: _____

10. Existing Future Land Use Designation: _____

11. Requested Future Land Use Designation: _____

12. Existing Zoning District: _____

13. Proposed Zoning District: _____

Project No: _____

Project Name: _____

14. Additional Information: Please provide any additional information that you believe will assist the City in the most expeditious processing of this application.

15. Certification: I hereby certify that, to the best of my knowledge and belief, all information supplied with this application is true and complete, and that I am

- the Property Owner of Record for the subject property described herein.
- the Authorized Agent of the Property Owner of Record for the subject property described herein (notarized letter of authorization attached).

Signature

Date

Name and Title (printed or typed)