



# REQUEST FOR ANNEXATION

1.	Applicant Name: _____ Applicant's Place of Business: _____ Address: _____ City: _____ State: _____ ZIP: _____ Mailing Address: _____ City: _____ State: _____ ZIP: _____ Telephone: _____ Fax: _____ E-Mail Address: _____
2.	Property Owner(s) Name: _____ Address: _____ City: _____ State: _____ ZIP: _____ Telephone: _____ Fax: _____ E-Mail Address: _____
3.	Parcel # _____ Address of Property requesting to be annexed: _____ _____ <p style="text-align: right;"><b><u>Attach legal description with surveyor's diagram of the annexation area.</u></b></p> <p style="text-align: right;"><i>Please Note: The legal description must be produced by a licensed surveyor and include the surveyor's professional certification stamp on the document. Text of the legal description should reference ordinance callouts to establish existing city limits and include the square mileage, square footage, and acreage of the annexation area.</i></p>
4.	Reason for requesting annexation:
5.	Current zoning: _____ Current property use: (Please describe in detail)

<p><b>6.</b></p>	<p>Proposed zoning: _____</p> <p>Proposed property use: (Please describe in detail)</p> <p>Residential: Apartments_____ Condominiums_____ Townhomes_____ Single Family Detached _____</p> <p>Density Proposed:_____ Number of Units: _____</p> <p>Commercial: Retail_____ Service_____ Square footage proposed: _____</p> <p>Industrial: Square footage proposed: _____</p>
<p><b>7.</b></p>	<p>Are there any County violations associated with the property requesting to be annexed? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>(If yes, please explain)</p>
<p><b>8.</b></p>	<p>Is there any zoning case history from the county pertaining to this property? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If so, please attach documentation and any stipulations of approval or provide the case number(s).</p>
<p><b>9.</b></p>	<p>Number of residents occupying existing dwelling units within the proposed annexation area: _____</p>

I, \_\_\_\_\_, the undersigned owner or authorized agent for the owner(s) of the property identified in 3 above, request annexation of the property into the City of Phoenix. I understand that upon receipt of this request, and a waiver of Proposition 207 claims related to this request, the City Clerk will initiate review of this request, including evaluation by individual departments of the availability of services to the property and the costs and benefits of the annexation to the City prior to any action by the City Council. I further understand that consideration of this request will be completed pursuant to the City of Phoenix Drought Management Plan and that applications for new land requiring service may be denied depending on drought conditions. I acknowledge that I will be notified prior to any formal council action on the request and that the annexation process normally takes six to nine months to complete.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this completed form to the City Clerk Department, 200 W. Washington Street, 15<sup>th</sup> floor, Phoenix AZ 85003-1611 or by email at [annexations@phoenix.gov](mailto:annexations@phoenix.gov)

For more information about annexations, visit: <https://www.phoenix.gov/cityclerk/services>  
For more information about the City of Phoenix Drought Management Plan, visit:  
<https://www.phoenix.gov/waterservices/resourcesconservation/drought-information>