



<u>Staff Use Only</u>	
Application Number:	_____
Project Name:	_____
Fees Paid: \$	_____
Received By:	_____
Date:	_____

ANNEXATION

Pre-Application Instructions

Prior to application to annex land to the Town of Timnath, the following information must be delivered to Town Hall. Sufficient copies should be available prior to the required pre-application conference with the Mayor and Town Staff. Please contact Town Hall at (970)224-3211 to set up the pre-application conference.

		<u>STAFF USE ONLY</u>	
1.	Application Fee of \$500.00, plus \$300.00 per acre, payable by cash, check or money order.	Y	N
2.	Completed Town of Timnath Land Use Application Form marked for Annexation.	Y	N
3.	<u>Narrative. Fully answer/describe each of the following: (3 copies sized 8.5 x 11 inches)</u>		
	A. Legal description of property subject to annexation.	Y	N
	B. Requested zoning classification(s) for the area proposed for annexation.	Y	N
	C. Assessment of impact of proposed development on the community, existing services and facilities.	Y	N
	D. General development concept plan.	Y	N
	E. List of known hazards, if present due to topography, geology, or hydrology of the property, and environmental issues.	Y	N
	F. Anticipated sources of water, sanitary sewer and other utilities to be used to serve the property.	Y	N
	G. Outline of any known terms proposed for the Annexation Agreement.	Y	N
	H. Other information pertinent to the annexation.	Y	N
4.	<u>Map. (3 copies sized 24 x 36 inches)</u>		
	A. Showing location of the land subject to annexation and total number of acres included.	Y	N
	B. Showing relationship of property proposed for annexation to the Town of Timnath planning area.	Y	N
<p><i>Note: Following submittal of this information, applicants will be invoiced for associated Administrative and Professional Fees. Upon payment of those fees, the Town will proceed with the evaluation and review of the proposed annexation and Annexation Agreement. For additional information regarding Annexation processes, fees and timelines, please see Town of Timnath Municipal Code, Chapter 16, Article 13.</i></p>			