

# Annexation Application

# City of Ray

This application is used to apply for annexation approval. Annexation approval must be obtained prior to any land development activity.	<b>Office Use Only</b> Date: _____ Accepted by: _____ Fee: \$ _____ Cash/Check #: _____
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1. Owner(s) of Record:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Person(s) authorized to represent the owner(s), their role (e.g. developer, engineer) and to whom a copy of all correspondence is to be sent:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

3. Property Description (Refer to Property Records)

Street Address: \_\_\_\_\_ Sec. No. \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Tract No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_

Lot Size: \_\_\_\_\_ Acres/Square Feet (circle)

4. Current Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

5. Current Zoning: \_\_\_\_\_ Requested Zoning: \_\_\_\_\_

6. Proposed Number of Lots: \_\_\_\_\_

7. Reason for Request:

\_\_\_\_\_  
\_\_\_\_\_

8. Petitioners for annexation must present to the city the following information:

- A petition for annexation into the City of Ray, North Dakota, which shall be in the form of a letter and include:
  - Petitioner 's Name, Mailing Address, and Contact Information
  - Address or Tax Map Number of the property(s) proposed for annexation
  - City Zoning Classification(s)
  - Requested Zoning Classification(s)
  - Present Land Use of the property(s)
  - Proposed Land Use of the property(s)
  
- A survey by a licensed and registered land surveyor which shall show, at a minimum, the extents of the property, size in acres, adjacent property owners, and the existing city limits line.
  
- All applicable fees.
  
- Three paper and digital copies of the following:
  - A. The preliminary plat (24" x 36" and 11" x 17" or 8 ½" x 11").
  - B. The pre-application letter from the Administrator listing the information required to be submitted.
  - C. All of the information required to be submitted in the pre-application letter.
  - D. A letter explaining why any of the required items are not included with this application (if any).
  - E. Any supplemental information deemed necessary by the developer to demonstrate compliance with the comprehensive plan, the Zoning Ordinance and Subdivision Regulations of the City of Ray, and any other applicable ordinance and policies in effect.

**Acknowledgement**

I hereby certify under penalty of perjury and the laws of the State of North Dakota that the information submitted herein, on all other forms, documents, plans or any other information submitted as a part of this application to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be incorrect or untrue, I understand any approval based thereon may be rescinded and other enforcement action taken. The signing of this application signifies approval for representatives of the City of Ray to be present on the property for routine monitoring and inspection during the approval and development process.

\_\_\_\_\_  
Developer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landowner Signature (if different from the developer)

\_\_\_\_\_  
Date

Form revision date: December 2012