



CITY OF NEWNAN, GEORGIA Planning and Zoning Department

25 LaGrange Street
Newnan, Georgia 30263
Office (770) 254-2354
Fax (770) 254-2361

APPLICATION FOR ANNEXATION

The purpose of the Annexation Zoning Policy is to provide a mechanism whereby land, which is subject to annexation by the City of Newnan, shall be evaluated and a zoning district be decided upon to apply to said land upon the annexation becoming final.

Name of Applicant _____

Mailing Address _____

Telephone _____ Fax _____

Property Owner (Use back if multiple names) _____

Mailing Address _____

Telephone _____ Fax _____

Address/Location of Property _____

County Zoning Classification _____ Requested Zoning Classification _____

Present Land Use _____

Upon receipt of this application for annexation of property to the City, such application shall be placed on an agenda of the City Council meeting within 60 days of the filing of such application. The City Council shall evaluate the application, and if it is decided that the City will pursue annexation, the zoning request for the property is forwarded to the Planning Commission for a zoning recommendation.

Petitioners for annexation must present to the Planning & Zoning Department the following information:

- _____ A petition for annexation into the City of Newnan, Georgia, which shall be in the form of a letter and include:
 - ✓ Petitioner 's Name
 - ✓ Mailing Address
 - ✓ Contact Telephone Number
 - ✓ Address or Tax Map Number of the property(s) proposed for annexation
 - ✓ County Zoning Classification(s)
 - ✓ Requested Zoning Classification(s)
 - ✓ Present Land Use of the property(s)
 - ✓ Proposed Land Use of the property(s)

- _____ A completed property owners authorization form (attachment A). If multiple properties are being requested a separate application shall be submitted.

- _____ A legal description of the property(s) and a legal description for each zoning classification being requested.

_____ 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). Five (5) plats 18" x 24" minimum size and one (1) 11" x 17" plat shall be submitted with the application for annexation.

_____ A check in the amount of \$600.00/Plus fees per acre as determined by the requested zoning classification payable to the City of Newnan.

- Single-Family Zoning Classification.....\$15.00 Per Acre
- Multi-Family Zoning Classification.....\$25.00 Per Acre
- Office/Institutional Zoning Classification.....\$15.00 Per Acre
- Commercial Zoning Classification.....\$25.00 Per Acre
- Industrial Zoning Classification.....\$15.00 Per Acre

_____ A list of all property owners with addresses within 250 feet of the property(s) being annexed.

The City Council may reject the application or refer it to the Planning Commission to consider zoning and other relevant planning issues including whether the proposed annexation meets the intent of the Comprehensive Plan and whether the property should be annexed. If the annexation is to be passed to the Planning Commission, the City shall notify Coweta County of intent to annex within 5 business days of receipt of the request for annexation. This notification shall include all relevant data pertaining to the proposed land use of the area to be annexed. Upon receiving a recommendation from the Planning Commission, the City Council may choose to proceed with annexation of the property. Upon approval of annexation of the property and placing a zoning designation with the property, the City shall submit the proposed annexation to the U.S. Department of Justice (DOJ) for review. Upon review and favorable comment from DOJ, the annexation is officially in place. The annexation shall be effective on the last day of the calendar quarter during which the annexation occurred.

The procedure for rezoning of the property is identical to that of a conventional rezoning except the hearing before the Council shall be conducted prior to the annexation of the subject property into the City.

The zoning classification approved by the City following the hearing shall become effective on the later of:

- The date the zoning is approved by the Council, and
- The date the annexation becomes effective pursuant to O.C.G.A. §30-30-4

All annexation into the City of Newnan shall meet all of the requirements for resolution of land use conflicts as required by State House Bill 489 (refer to Chapter 4, §4.030 of the Newnan Zoning Ordinance).

Building Permits

No permits shall be issued for construction of a building on newly annexed property until the City of Newnan receives clearance on the annexation request from the U.S. Department of Justice as required by the Voting Rights Act of 1965, as amended.

I do hereby certify that the information provided herein is both complete and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

Applicant's Signature

Date

FOR OFFICIAL USE ONLY	
DATE RECEIVED	
RECEIVED BY	



City of Newnan, Georgia

Attachment A

Property Owner's Authorization

The undersigned below, or as attached, is the owner of the property which is the subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of an annexation of the property.

Name of Property Owner _____

Telephone Number _____

Address of Subject Property _____

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Coweta County, Georgia.

Signature of Property Owner

Personally appeared before me

who swears the information contained in this authorization is true and correct to the best of his/her knowledge and belief.

Notary Public

(Affix Raised Seal Here)

Date