

## **City of Dahlonega Planning & Zoning**

465 Riley Road

Dahlonega, GA 30533

Phone: 706/864-6133 ☐ Fax: 706/864-4837 ☐ Email: cityplanning@alltel.net

### **Annexation Information**

If you wish to annex property into the City of Dahlonega, the property must be contiguous to the city and you must submit the following:

1. A metes and bounds legal description is required. Also attach a boundary survey of the property showing the property is contiguous to city limits.
2. An Agreement to Annex – available at City Hall.
3. Written statement requesting annexation, signed by the owner of the property.

Please get your request to us as soon as possible as there are notice requirements that the city must meet. This request will be heard by the Planning Commission, who will make recommendation to the City Council. The City Council will then hold two readings (public hearings) before the annexation can be completed.

The property if annexed, will be zoned R-1 Residential (single family residence).

For all other zoning classifications you will need to submit a site plan detailing the project. Contact the Planning Department for more information as these requests may take several months.

**ANNEXATION REQUEST**

Date: \_\_\_\_\_

TO: City of Dahlonega

RE: Annexation of property

It is our desire to annex approximately \_\_\_\_\_ acres into the city. This property can be identified as Tax Map \_\_\_\_\_ Parcel \_\_\_\_\_.

The property address is \_\_\_\_\_.

The requested zoning district classification is \_\_\_\_\_. The property if annexed, will be zoned R-1 Residential (single family residence). For all other zoning classifications Contact the Planning Department for more information.

As required attached is a survey of the property, a metes and bounds legal description and the agreement to annex. If possible we would like to be placed on the next available agenda. Please call if you have questions or need additional information.

Signature (owner of property): \_\_\_\_\_

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

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

\_\_\_\_\_

Telephone #: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

\_\_\_\_\_

Telephone #: \_\_\_\_\_

Attachments

**AGREEMENT TO ANNEX**

**WHEREAS**, the parcel of land as described in Exhibit A lies within the unincorporated lands of Lumpkin County and adjoins the existing corporate limits of the City of Dahlonega, Georgia, and

**WHEREAS**, the owners of said land as hereinafter identified desire said land to be incorporated and annexed to the City of Dahlonega, Georgia, and

**WHEREAS**, the City of Dahlonega desires an option to incorporate said lands into the City, which shall be taxed by the City of Dahlonega, and

**NOW THEREFORE**, in consideration of the mutual benefits recited above, the parties hereby agree as follows:

1. From and after the date of this agreement, the lands contained in Exhibit A, shall, at the option of the City of Dahlonega, now be annexed to the existing corporate limits of said City of Dahlonega, so that said lands shall constitute a part of the land within the corporate limits of the City of Dahlonega, Georgia, as fully and completely as if the limits had been so defined by the General Assembly of Georgia.
2. The owners and applicants for annexation, by their signatures below agree that this agreement shall be binding upon themselves, their heirs and assigns.

This agreement entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
**Applicant for Annexation**

Signed, sealed and delivered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Unofficial Witness

\_\_\_\_\_  
**Applicant for Annexation**

Signed, sealed and delivered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Unofficial Witness