ANNEXATION PETITION

Department of Community & Economic Development

321 E. 5th Street, Port Angeles, WA 98362

360.417.4750 | www.cityofpa.us | ced@cityofpa.us

_____
file no.

Any property owner(s) within the area proposed to be annexed into the may petition the City Council for the annexation into the City of Port Angeles. Annexations

It is recommended that interested parties have a preliminary consultation meeting with City Staff. Interested parties pursuing annexation should submit a completed Annexation Petition with all required materials to the Department of Community and Economic Development.

Any portion of a Clallam County not incorporated with the City of Port Angeles may be petitioned for annexation if the area is within the Urban Growth Areas of the City of Port Angeles. The Annexation process conforms with guidelines in 35A.14 in the Revised Code of Washington (RCW).

REQUIRED MATERIALS CHECKLIST

A completed petition packet will contain the following materials;

- ☐ **Annexation Petition:** Completed petition will have a street/alley/place/Cul-de-sac identified, a description of the area, the number of property owners abutting the vacation area, and be signed by two-thirds (2/3) of the property owners abutting the vacation area (RCW 35.79). The last page of this petition may be copied to include additional petitioners.
- ☐ **Annexation Narrative**: Please provide a written statement describing why you would like to be incorporated into the City of Port Angeles.
- ☐ **List of properties:** Provide a list of all properties to be included in the annexation specifying the legal description, parcel number, property ID, land area, and current ownership.
- ☐ **Annexation Area Map**: A map clearly defining the area that is to being petitioned for annexation, including dimensions, land area, North arrow, scale, date, as well as identification of all properties with corresponding coding to the list of properties.
- ☐ **Digital Copy of Petition Materials:** Please provide a digital copy of all materials

PRIMARY CONTACT

Primary Contact: _____ (Petitioner: ☐ Yes ☐ No)

Mailing Address: _____

Phone: _____ Email: _____

Representative (If other than Primary Contact): _____

Phone: _____ Email: _____

Notes:	
Fees: $500.00 if less than 10 acres, $700.00 is greater than 10 acres	DATE STAMP

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To: The City Council of The City of Port Angeles

Subject: Annexation Petition

We the undersigned petitioners, request that the following described area be annexed into the City of Port Angeles. There is (are) _____(#) owner(s) of property within the proposed annexation area. The undersigned petitioners are the owners of interest in real estate within the annexation area. The undersigned petitioners constitute more than two-thirds of the owners of said abutting property. Wherefore, the petitioners ask that proceedings be had hereon for the annexation of said area described below

Proposed area to annexed:

Respectfully signed,

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

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The following additional petitioners are signing as property owners within the area being petitioned for annexation at:

Proposed area to annexed:

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

Address | Email | Phone

Petitioner: Print Name | Signature | Date

Address | Email | Phone