



MARSHVILLE

Moving Forward Together

TOWN OF MARSHVILLE, NC

PETITION REQUESTING VOLUNTARY ANNEXATION (contiguous and non-contiguous)

Date: _____

To the Town Council of the Town of Marshville, North Carolina:

1. We, the undersigned owner(s) of real property, respectfully request that the area described below be annexed into the Town of Marshville, North Carolina. The area to be annexed is identified as:

<u>Union County PIN #</u>	<u>Address</u>	<u>Acres</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(use additional sheets if necessary)

Total acreage: _____

2. The area to be annexed is (circle one): a) **non-contiguous** b) **contiguous** to the Town of Marshville and the boundaries of such territory are described in the following deed references
 _____ in the Union County Register of Deeds.
 (a metes and bounds description and survey of the property are also required ... see page 3).

3. Property Owner: Name (printed): _____
 Address: _____

 Phone Number: _____
 E-Mail: _____

By my signature, I acknowledge that I have petitioned for voluntary annexation into the Town of Marshville and my petition is subject to final approval of the Town Council. Once annexed into the town, I will be subject to the town's annual property tax.

Owner Signature*: _____

*Family members (e.g., husbands and wives) need to sign separately if their names appear on the property title. Signatures for corporations, institutions, etc., are by those with the authority to sign legal documents, with references to that authority included.

If the area to be annexed contains multiple parcels or has multiple owners, please use the following page to list all the property owners of the properties.

Annexation petition metes and bounds and mapping requirements

Petitions for voluntary annexation must be accompanied by a metes and bounds description of the area proposed for annexation, prepared by a licensed land surveyor or other qualified professional, as well as a survey map stamped and signed by a licensed land surveyor. The metes and bounds are to be submitted in MSWord so that they may be easily cut and pasted into public notifications and ordinances.

The petition must be accompanied by a map of the proposed annexation area that contains the following:

- The map submitted is to be prepared by and stamped and signed by a licensed land surveyor.
- Boundaries of the area proposed to be annexed are to be clearly marked on the map, and consistent with the metes and bounds description
- The map is to be submitted both as 24 x 36 inch mylar, and must be reproduceable (ie. contain no colors)
- Map should also be submitted electronically as a .pdf file
- Map title block shall include notation that the indicated area is a proposed annexation into the Town of Marshville, NC
- Map is to show (and label) streets and public rights-of-way adjoining the site
- If it is a proposed contiguous annexation, the current boundaries of the town are to be shown and labelled
- Map is to contain signature line for Planning and Zoning Administrator with accompanying statement: “This survey map has been accepted to be suitable to accompany a voluntary request for annexation into the Town of Marshville, NC”