

Voluntary Annexation - 30 Days

1

Complete the Request for Voluntary Annexation application and submit the documents and fees to the Planning Department IAW the Intake Calendar located on the Planning Department website.

2

The application will be presented to the City Council. If the Council approves the request, they will instruct staff to create a service plan and the application will go back in front of the Council for a final annexation determination.

3

The Planning Department prepares and posts the required published notification for the City Council meeting to the newspaper.

4

The Council conducts the final hearing for annexation determination.

5

If the annexation is approved, the applicant may now move on to Zone the property for the intended land use. Staff will update the City Limits and ETJ map.

The applicant may choose to voluntarily annex the project property provided the parcels are wholly in the City's ETJ or with a dedication of property to the City. Annexation is not required for development. If the applicant would like to enter into a Development Agreement with the City, reach out to the Planning staff for the information regarding how to go about requesting it and any applicable required documentation.