

Annexation Application Process

Application Review

Blank Petition

(30 days required) [A.R.S. § 9-471]



Petition Signatures

(w/in 11 months required) [A.R.S. § 9-471]

(60-90 days approx.)

Application submitted to City Clerk with legal description of area

City Clerk Requests City Council approval to file a Blank Petition with the County

Applicant can start collecting petition signatures (after 30 day waiting period)

Preliminary map created based on legal description

City files blank petition with County

(map, affidavit, & State Land approval if needed)

Signatures must be collected within 1 year after 30 day waiting period

Application & map routed to City Departments for review & input

(WTR/PDD/STR/FD/PW/PD/PRK/ENV/FIN)

Review includes consideration of drought conditions for new land requiring service which may result in a recommendation for denial of the application pursuant to the City's Drought Management Plan.

30 day waiting period required (no signatures can be collected)

Required Signatures: From more than one half of persons owning real & personal property

City Clerk provides department feedback & requirements to applicant for acceptance

If State Land is part of territory,

written approval from State Land

Commission & Board required

City Clerk notifies impacted Council

District Office(s)

- at least 3 public places within proposed territory
- day waiting period
- 10 days of the 30 day waiting period

Public Hearing

- Held at a City Council Meeting
- Posting of hearing required on
- Notice of hearing required at least 15 days before end of 30
- Hearing must be held within last

AND

from owners of one half or more in value of the real & personal property

Alterations to the proposed territory shall not be made after petition has been signed by any owner

Once required signatures obtained, City Clerk submits annexation request to City Council for approval