



**CITY OF LANDER
ANNEXATION PETITION – TITLE 4-10-1
NON-REFUNDABLE FEE \$500.00 (plus recording fees)**

For Office use only: Date Received _____ Date Fee Paid _____ BOA Hearing Date _____ Existing zone designation _____ Applicable Section of zoning code _____

This checklist must be completed and submitted along with any subdivision plat requesting annexation into the City limits. The Planning Commission must review all annexation petitions. Submittals must be made to the City Planning Staff, prior to 5:00 p.m., at least 21 days before the Planning Commission meeting. The Planning Commission shall make recommendations for zoning at least 30 days prior to the public hearing. Title 4-10-1.

Annexation plats for un-subdivided land must accompany or precede preliminary subdivision plat submittal. Incomplete or inaccurate submittals will be returned to the developer for completion.

Review this entire list and place a checkmark as items are completed. Enter "NA" (not applicable) next to those items which do not apply and explain on the reverse side of the form.

Name of Applicant _____ Email _____

Address _____ Phone _____

Do you own this property Yes _____ No _____

If no,

Name of Owner _____ Email _____

Address _____ Phone _____

Legal Description of Property (Street address, subdivision lot and block numbers, or attached a Legal description prepared by a surveyor)

Name of Annexation or Plat _____



CITY OF LANDER
ANNEXATION PETITION – TITLE 4-10-1
NON-REFUNDABLE FEE \$500.00 (plus recording fees)

ANNEXATION CHECKLIST

- A. Annexation Plat Contents
1. _____ Size (24" x 36")
 2. _____ Name of Annexation, names and addresses of developer(s) and licensed surveyor or licensed engineer
 3. _____ Scale 1" = 200' or less
 4. _____ North Arrow
 5. _____ Date of Preparation
 6. _____ Signature of registered land surveyor
 7. _____ Certification language, dedications, approval statements, etc as per regulations
 8. _____ Signature of owner(s) with notary
 9. _____ Plat drawn on mylar or linen
 10. _____ Boundary bearings, distances and curve data (within allowable tolerance)
 11. _____ Existing lots and blocks
 12. _____ Streets and easements dedicated as required
 13. _____ Acreage to nearest one-hundredth (1/100th) acre or each lot or tract
 14. _____ All lengths shown to one hundredth (1/100th) of a foot and all angles and bearings to twenty seconds (20") of arc. (chord length is not acceptable as a substitute for curve data)
 15. _____ Benchmark
- B. Required Supporting Documents
1. _____ Certificate of ownership (warranty deed or title commitment)
 2. _____ Copy of Petition for annexation as submitted to the City of Lander (found on next page)
 3. _____ Plat review fee
 4. _____ Other documentation as required
 5. _____ Two (2) hard copies of the plat
 6. _____ Certification from the Board of Control as to water rights on the proposed annexation property
 7. _____ Affidavit to Detach Water Rights (if conveying such rights to the City of Lander is required by the Public Works Director).

Signature _____

Title _____ Date _____



**CITY OF LANDER
ANNEXATION PETITION – TITLE 4-10-1
NON-REFUNDABLE FEE \$500.00 (plus recording fees)**

ANNEXATION PETITION LETTER

TO: The Honorable Mayor and City Council of Lander, Wyoming:

Comes now the undersigned and by affixing their names hereto respectfully shows to the City Council and Mayor of the City of Lander, Fremont County, Wyoming, as follows:

1. That the undersigned, _____
is(are) the sole owner(s) of land, which is contiguous to the City limits of the City of Lander, which land is described as follows: (Required: attach Exhibit A – Legal description prepared by a surveyor)

Said tract of land contains _____ acres more or less.

2. That attached hereto and made a part hereof is a map showing territory sought to be annexed.
3. That _____ being the owner(s) of the said land, respectfully request that said land, be annexed to the City of Lander, Fremont County, Wyoming.

Dated this _____ day of _____, ____.

Landowner

Landowner

Landowner

Provide a list if more than three owners