



CITY OF STRAFFORD
126 S WASHINGTON AVENUE - PO BOX 66
STRAFFORD MO 65757

PETITION REQUESTING ANNEXATION TO THE CITY OF STRAFFORD

Owner: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Phone Number: \_\_\_\_\_

We, the undersigned \_\_\_\_\_, hereinafter referred to as the Petitioners, for our petition to the Board of Aldermen of the City of Strafford state and allege as follows:

- 1. That we are the owners of all fee interest of record in the real estate in Greene County, Missouri described as follows, to wit:

Attach Legal Description

- 2. That the said real estate is not now a part of any incorporated municipality.
3. That we request the Board of Aldermen of the city of Strafford to cause the required notice to be published and to conduct the public hearing required by law and to thereafter adopt an ordinance extending the limits of the City of Strafford to include the above described real estate.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

/s/ \_\_\_\_\_ /s/ \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ before me personally appeared

\_\_\_\_\_ and \_\_\_\_\_ to be known to be the persons described in and who executed the foregoing instrument and acknowledge that they executed the same as their free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in Strafford, Missouri the day and year first above written.

My term expires \_\_\_\_\_ /s/ \_\_\_\_\_

Notary Public

\_\_\_\_\_
Print Name



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## **VOLUNTARY ANNEXATION REQUIREMENTS FOR THE CITY OF STRAFFORD**

- A. Submit a Voluntary Petition for Annexation completed and signed by the legal owner(s) of the property.
- B. A correct legal description of the property must be attached. The legal description can be found on the deed of the property or at the Greene County Recorder's Office.
- C. Map of the property which includes:
  - The property owner(s) name,
  - Surrounding properties with the owner's names.
- D. Annexed property automatically enters as R-1 Residential Single Family Zoning. Re-zoning may occur simultaneously with annexation, but requires a separate application and process.
- E. All cost of publication in the newspaper will be paid by the applicant. The City will prepare the publication and notify the applicant of the cost.
- F. The property owner is responsible for the cost of construction of new water and sewer lines per City specifications, design review, inspections and regulations of the Mo. Department of Natural Resources.

## **PROCEDURES FOR PASSAGE OF PROPERTY ANNEXATION**

1. The Planning and Zoning Commission will hear the petition and make a recommendation to the Board of Aldermen
2. The Board of Aldermen has up to sixty (60) days after the petition has been received to hold a Public Hearing.
3. The Public Hearing notice will be placed in the newspaper. The Public Hearing Notice has to appear fifteen (15) days before the Board of Aldermen Meeting.
4. A Public Hearing is usually held immediately prior to a Board of Aldermen Meeting.

5. The City will post the Notice of the Public Hearing on the property borders and notice will be mailed to neighboring properties fifteen (15) days prior to the Public Hearing to give the opportunity for opposition.
6. The Board of Aldermen will consider all information presented at the Public Hearing.
7. If a decision is made to allow the Annexation, an Ordinance must be prepared and posted at City Hall.
8. The Ordinance will require two (2) readings to pass.