APPLICATION CHECKLIST

ANNEXATION REQUEST City of Willard, Missouri

This checklist is provided to help you make sure that you submit everything that is required for a complete annexation application. The application must be complete and all items listed on the checklist must accompany the application or this case will not be processed. The application must be submitted no later than 4:00 p.m. to the Willard City Hall, 30 working days prior to the Planning and Zoning Commission public hearing at which the request for annexation will be heard. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

APPLICATION FORM:
Name of "Petitioner" (Property Owner).
Date of application and signatures of property owner/owners.
Current property owner/owners must sign the petition unless there is an
authorized representative. If authorized representative, include power of
afformey
List the name and address for billing the legal advertising and mail notices for
the public hearings before the Planning Commission and Board of Aldermen.
Appendion netition request shall be notarized.
Provide the legal description of the property to be annexed. You may attach the
legal description on a separate sheet.
FEES:
Applicant will be responsible for advertising and notification costs for public
hearing.
PROPERTY OWNERS NOTIFICATION:
Provide a list of property owners' names and addresses within 185 feet of the
gree to be annexed that has been compiled from the records of the Greene
County Assessor's Office or prepared by a title company authorized to issue
title policies in the State of Missouri.
Note: The Planning and Zoning Commission shall not forward its
wasammendation to the Roard of Aldermen when the applicant or the applicant s
door not annear at the public hearing to provide information for request of
annexation. Also, final action by Board of Aldermen shall not be taken anth the
line and man of advertising and mail

Submit Petition To:

appicant has reimbursed the City for the costs of advertising and mail

notifications to adjacent property owners.

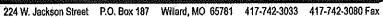
Willard City Hall 224 W. Jackson, P.O. Box 187 Willard, MO. 65781 (417)742-3033

For mail delivery, use the post office box address. For hand delivery or parcel delivery, use the street address.

APPLICATION STATUS PETITION REQUESTING ANNEXATION (For City of Willard Use Only)

Zoning Case No			Application I)ate
Applicant's Name				
Application Fee Paid	\$			
Legal Notice & Mail N	lotice Fee Paid	\$		Date Paid
Legal Notice Publication	on Dates			,
Mail Notice Date		_ Prope	rty Posting Dat	e
Planning and Zoning	Commission	Action:		
Public Hearing Date				
Planning and Zoning C	Commission Re	ecommendation	on:	
ApprovedDisap	oproved	Other Action	·	
Comments:		14 A 1971 C San Walton (1972) 1975 (1974) 1975 (1974) 1975 (1974) 1975 (1974) 1975 (1974) 1975 (1974)		
Board of Aldermen A	ction:			
Public Hearing Date_				
Protest Petition Filed	Yes	No	Dated Filed_	
Approved	Ordinance No.		Date_	
Disapproved	Other Action_			

CITY OF WILLARD, MISSOURI





APPLICATION FOR ANNEXATION

			CASE NO	
Property Location:			DATE FILED:	
		4.	RECEIVED BY:	
Other description of prop	a: 			
Property Owner's Inform	ation (full name(s) of all lega	l property ow	ners listed on deed):	
Name of current propert	y owner(s):			
If Corporation: Corporate	e Official:			
Mailing Address:			Zip Code:	
	Fax:			
Total # of people (related	d / non-related) living on pro	perty:		
Property Owner's Signat	ure:			
	(If corporation, need sign	nature of one	official)	
Contact Person Handling	(If corporation, need sign			
Contact Person Handling Name(s):	(If corporation, need sign			
Contact Person Handling Name(s): If Corporation: Corporate	(If corporation, need sign			
Contact Person Handling Name(s): If Corporation: Corporate Mailing Address:	(If corporation, need sign Application: e Official:		Zip Code:	
Contact Person Handling Name(s): If Corporation: Corporate Mailing Address: Telephone:	(If corporation, need sign Application: e Official: Fax:	E-Mail:	Zip Code:	
Contact Person Handling Name(s): If Corporation: Corporate Mailing Address: Telephone: Current Use of the Prope	(If corporation, need sign Application: e Official: Fax:	E-Mail:	Zip Code:	
Contact Person Handling Name(s): If Corporation: Corporate Mailing Address: Telephone: Current Use of the Prope What is the County Zonin	(If corporation, need sign Application: e Official: Fax:	E-Mail:	Zip Code:	
Contact Person Handling Name(s): If Corporation: Corporate Mailing Address: Telephone: Current Use of the Prope What is the County Zonin Proposed Zoning:	(If corporation, need sign Application: e Official: Fax: erty:	E-Mail:	Zip Code:	
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CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



STATE OF MISSOURI

COUNTY OF GREENE SS. ACKNOWLEDGEMENT OF CORPORATE OFFICIAL

On this day of, 20, before me, appeared
, to me personally known, who, being by me duly sworn did say that he/she is the, and that
the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its Board of directors, and acknowledged said instrument to be the free act and deed of said corporation.
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal,
At my office in the day and year first above written.
Notary Public: "Notary Seal"
Print Name:
STATE OF MISSOURI COUNTY OF GREENE SS. UNMARRIED PERSON'S ACKNOWLEDGEMENT
On this day of, 20, before me, a Notary Public in and for said state, personally appeared, to me known to be the person described in and who executed the foregoing document, and acknowledged that he/she executed the same as his/her free act and deed
And the said further declared himself/herself to be single and unmarried.
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal,
At my office in the day and year first above written.
Notary Public: "Notary Seal"
Print Name: