



CITY OF LAREDO
Planning Department
Application for Voluntary Annexation
(Application Deadline – _____)



Applicant _____
 (If different from Property Owner)

Property Owner _____

Address _____

Address _____

Telephone _____

Telephone _____

Cellular _____

Cellular _____

E-Mail Address _____

E-Mail Address _____

***NOTE: If applicant is different from the owner named on the deed, the affidavit on page three of this application must be completed.**

Name of designated representative **(If different from Property Owner)** _____

Address _____

Telephone _____

Cellular _____

E-Mail Address _____

Information that Must be Submitted:

- _____ 1) One (1) letter, signed by the property owner, requesting annexation.
- _____ 2) A \$750.00 check made out to the "City of Laredo". (Ordinance No. 2012-O-157)
- _____ 3) Five (5) signed and sealed surveyor's drawings (1" - 100').
 - a) Drawings must be full size (24" x 36") blue prints, showing the current city limits (proposed Annexation cannot cause an unincorporated area to be entirely surrounded by the city) and labeled with the year of the proposed annexation.
- _____ 4) One (1) reduced copy (8.5" x 11") of the sealed surveyor's drawing.
- _____ 5) Closure calculations (sealed by surveyor).
- _____ 6) Signed and sealed metes and bounds from surveyor.
- _____ 7) Location description _____

_____ 8) Estimated "take down" schedule for proposed development _____

A) Average area of single family residential lot _____

B) Estimated acreage planned for multi-family residential use _____

C) Estimated commercial acreage and number of lots _____

D) Estimated acreage of park space (1 acre of parkland per 256 dwelling units; as per the Parkland Dedication Ordinance, 2008-O-058) _____

_____ 9) Proposed zoning with a set of metes and bounds for each zoning district _____

AFFIDAVIT

(Appointment of Representative)

THE STATE OF TEXAS

COUNTY OF WEBB

BEFORE ME, the undersigned official, on this day personally appeared _____,
who is personally know to me, and first being duly sworn according to law upon his/her oath deposed and said:

“My name is _____; I am over eighteen (18) years of age and I
reside at _____. I have personal knowledge of the facts
stated herein, and they are all true and correct. I own the property which is the subject of this proposed
annexation. I have designated _____ to represent me in
filling an application for an annexation with the Planning Department of the City of Laredo, and to
appear on my behalf at all necessary meetings of the Planning and Zoning Commission and the City
Council of the City of Laredo with respect to this annexation. In relation to this, it is my understanding
that as owner of the fore mentioned property either I or my designated representative may appear on
behalf of the proposed annexation. It has been explained to me and I understand that a written notice
must be filed with the Director of Planning for the City of Laredo, Texas, to give notice to the City of
the termination or substitution of representation for this annexation.”

Affiant

On _____, 20____, personally appeared _____ and having been
duly sworn by me, subscribed to the foregoing affidavit and has stated that the facts therein are true and correct.

Notary Public, State of Texas