

PROCEDURE FOR PETITIONING ANNEXATION TO THE CITY OF DECATUR, ALABAMA

GENERAL INFORMATION

Submit to the Planning Department the following information twenty-one (21) days prior to review by the Planning Commission (next to the last Tuesday of each month).

Prior to putting into effect any annexation, approval from the Attorney General of the United States must be obtained by the City Attorney under the provisions of Section 5 of the Voting Rights Act of 1965.

ANNEXATION REQUIREMENTS

The following items are required by the City of Decatur and the same shall constitute an application for annexation, under Act 2228, of the 1971 Legislature of the State of Alabama:

1. The **original** of a written and signed petition requesting annexation which includes (see attached sample):
 - An introductory statement requesting annexation to the City of Decatur by all property owners
 - The legal description of the subject property. Note: Property must be adjacent and/or contiguous to the existing corporate limits
 - The signature(s), duly witnessed, of all the property owners of the subject property
2. One copy of a map, marked "Exhibit A", drawn by a registered land surveyor, of the subject property showing its relationship to the corporate limits of the City of Decatur.
3. Information sufficient to show proof of ownership of the subject property (i.e., title opinion, title binder, abstract, deed). The information furnished under this item will be returned to the petitioner.
4. Complete the attached **Annexation Questionnaire** for all the property included in the request for annexation (one copy is sufficient).
5. Complete signature page:
 - Signatures must be witnessed by someone not involved in the annexation.
 - Signatures must appear on the petition the same way they appear on the deed