

Petition for Annexation into Raleigh City Limits

Planning and Development Department • One Exchange Plaza, Suite 300 | Raleigh, NC 27601 | 919-996-2682



Section A Submittal Deadlines

Petitions for annexation are accepted by Planning and Development at any time. There are no fees required for submittal of an annexation petition. **The annexation will be scheduled for public hearing and becomes effective immediately upon adoption at the scheduled public hearing unless notified otherwise by the City Clerk.**

Section B Summary Information / Metes and Bounds Descriptions

Development Project Name: Personal Residence

Street Address: 304 Club Drive

City of Raleigh Subdivision approval #:
S- _____ - _____ or

Building Permit #:
_____ or

Group Housing #:
GH- _____ - _____ - _____

Wake County (PINs) Property Identification Number(s):

Acreage of Annexation Site:
1.21 x MBS

Linear Feet of New Public Streets within Annexation Boundaries:

Annexation site is requesting connection to City of Raleigh Water and/or Sewer

For Sewer-Only Requests:

Applicant has received a contract for service from Raleigh Water: Yes. No

Number of proposed dwelling units:

1

Continue to page two >>

Total Breakdown of Dwelling Units			
Single-Family Home Unit Count <u> 1 </u>	Multifamily - Condo/Apartment Unit Count <u> </u>	Multifamily – Townhouse Unit Count <u> </u>	
Complete only for Townhome Units:			
Are there more than 6 units in one group of townhomes? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N			
Complete only for Condo/Apartment units:			
Unit Type/Unit Count:	Are buildings multi-story with stacked units? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Will there be a community trash compactor? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Unit Count +/- Description: <i>Example</i> 30 Studio + 1 Bath 50 1 BR + 1.5 Bath Count Bedroom + Bath ____ + _____ ____ + _____ ____ + _____
	Building Square Footage of Non-Residential Space:		
Specific proposed use (office, retail, warehouse, school, etc.): _____			
Projected market value at build-out (land and improvements): \$ <u>700k</u>			
Applicant Contact Information			
Property Owner(s): <u>Hope Nance and Brandt Nance</u>			
Primary Mailing Address: <u>3014 Club Drive Raleigh NC 27613</u>			
Phone: <u>910-640-7845</u>		Email: <u>brandtnance@hotmail.com</u>	
Project Contact information (if different than property owner)			
Contact(s): _____			
Primary Mailing Address: _____			
Phone: _____		Email: _____	
Written metes and bounds description of property to be annexed: Attach additional sheets if necessary. An electronic copy in word format must be emailed to rezoning@raleighnc.gov .			

Section C Annexation Petition

State of North Carolina, County of Wake, Petition of Annexation of Property to the City of Raleigh, North Carolina

Part 1 The undersigned, being all the owners of the real property described in this application (Section B) respectfully request the annexation of said property to the City of Raleigh, North Carolina. **The petitioners understand and agree that all streets and utilities within the annexed area will be constructed and installed by the developer according to the Unified Development Ordinance and any utilities that must be extended to the annexed area are the responsibility of the developers or successive property owners.** The property to be annexed is:

Contiguous to the present corporate limits of the City of Raleigh, North Carolina, or

Not Contiguous to the municipal limits of the City of Raleigh, North Carolina and is located within three miles of the municipal limits of the City of Raleigh, North Carolina (pursuant to Chapter 989 of the Sessions Law of North Carolina, 1967).

Part 2 The undersigned certify that they have researched the assessment lien rolls of the City (located at <https://raleighnc.gov/services/doing-business/assessment-liens>), and that the property described in this application, including any portion thereof, _____ is / _____ is not (mark one) listed on any of the City's assessment lien rolls. If the property, or any portion thereof, is listed on the City's assessment lien rolls, the account number[s] for such assessment is _____.

Part 3 NC General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. §160D-108 and G.S. §160D-108.1 for properties subject to the petition.

Do you declare such vested rights for the property subject to this petition? Yes No

If yes, please submit proof that vested rights have been granted by governing board. I hereby declare that my failure to disclose existence of a vested right terminates any vested right previously acquired for this property.

Signed this 9th day of September, 2024 by the owners of the property described in Section B.

Owner's Signature(s):

Signature Rita Hope Nance Date 9-9-24
 Signature Brendt Nance Date 9-9-24
 Signature _____ Date _____
 Signature _____ Date _____

Corporate Seal

Print Owner Name(s) and Information:

Name: Rita Hope Nance Phone: 910-990-7444

Address: 3014 Club Dr., Raleigh, NC 27613

Name: Brendt Nance Phone: 910-640-7815

Address: 3014 Club Drive Raleigh, NC 27613

Above signature(s) attested by [Signature]

Received by the City Council of Raleigh, North Carolina, this _____ day of _____, 20____, at a Council meeting duly held.

Signature of the City Clerk and Treasurer: _____



Section D Submittal Checklist

Please include all of the following (check off). If any information is missing from the application package, you will be asked to complete the application and re-submit the petition, so please check the list below carefully before you submit:

<input type="checkbox"/>	Annexation Petition Fee (see the Development Fee Guide webpage for current fee)	
<input type="checkbox"/>	If a request for sewer only , submit a copy of the contract for service with Raleigh Water	
<input type="checkbox"/>	Written metes and bounds description of the property to be annexed must be attached to this application. See page 1	
<input type="checkbox"/>	Electronic Word document of the written metes and bounds must be emailed to: rezoning@raleighnc.gov .	
<input type="checkbox"/>	Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible. The survey or plat, if not already recorded, must be signed by a land surveyor licensed in the State of NC. The survey must be valid for the purposes of recording as set forth in NC General Statute § 47-30.	
<input type="checkbox"/>	City or County Property Map with parcels included in the annexation request clearly marked. An excerpt of a property map is acceptable, but the map number must appear on the excerpt. This map must show the existing and proposed city limits .	
<input type="checkbox"/>	Copy of Approved Preliminary Site Plan or Final Site Plan showing City Building Permit Transaction Number or Group Housing Number (GH-_____ -13, etc.) or	Copy of Subdivision Plat submitted for lot recording approval with City file number (S-_____ -13, etc.)
<input type="checkbox"/>	Projected Market Value of Development at build-out (land and improvements).	
<input type="checkbox"/>	General Annexation Area Data: Linear feet of public streets, total annexation area acreage, number of proposed residential units or square footage of commercial space, type of utility connections involved, specific land uses proposed.	
<input type="checkbox"/>	This application form completed, <u>dated and signed</u> by the property owner(s) and attested submitted by the deadlines noted in section B of this application , pages 1 and 2.	
Required, but often missing information. Please make sure to include the following:		
<input type="checkbox"/>	Correct Parcel Identification Number(s) (PIN). Call Wake County Geographic Information Services at 919-856-6360, if there is any question about the parcel identifier. This is very important. Please indicate if the property being requested for annexation is only a portion of an existing parcel.	
<input type="checkbox"/>	Owner's Signatures and Date of Signatures. See page 3 of this application. All real property owners must sign the application, and the <u>date of signature MUST be filled in!</u>	
<input type="checkbox"/>	Corporate Seal for property owned by a corporation.	
<input type="checkbox"/>	Rezoning Application , if the property is currently outside <u>Raleigh's Extraterritorial Jurisdiction</u> .	