



Franklin County
Board of Commissioners

**ECONOMIC DEVELOPMENT
& PLANNING**

Economic Development & Planning Department
James Schimmer, Director

Application for
**Annexation
Petition**
Regular

By majority of property owners



Property Information

Site Address:

Parcel ID(s):

Total Acreage:

From Township:

To Municipality:

Property Owner Information *In the event of multiple owners, please attach separate sheet

Name:

Address:

Phone #

Fax #

Email:

Attorney/Authorized Agent Information

Name:

Address:

Phone #

Fax #

Email:

Petitioners Signature *Please attach a separate page if necessary

At least 51% of property owners must sign this petition. Attach additional sheet if necessary

Property Owner

Date

Property Owner

Date

Attorney or Authorized Agent

Date

Staff Use Only

Case #

Hearing Date (60-90 days):

Date Filed:

Fee Paid:

Receipt #:

Received By:

Applicant Deadlines

Notify twp/municipality	5 days after filing
Notify adjacent owners	10 days after filing
File proof twp/municipality notice with County	10 days after service
File proof adj. owners notice with County	10 days after mailing
File municipal service ordinance with County	20 days before hearing
Publish notice in newspaper	7 days before hearing
File proof of publication with County	10 days after published

Document Submission

The following documents must accompany this application on letter-sized 8 1/2" x 11" paper:

- Legal description of the property
- Fee Payment (checks only)
- Map/plot of property
- List of adjacent properties (with name, address, parcel ID)
- Additional signature page (if necessary)