

This checklist shall be completed and returned as part of the submittal. Any item checked “No” or “N/A” (not applicable) must be explained in a narrative attached to the checklist. Incomplete submittals will be returned to the applicant.

A. The following questions pertain to the goals adopted by the City Council Resolution No. _____

Annexation Goals	Yes	No	N/A
1. Is the property contiguous to the City of Dunn Center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the property wholly surrounded by the City of Dunn Center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the property currently contracting with the City for municipal services such as water, sanitary sewer and or fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. If so, which City services are currently being contracted for?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the property lie with the service boundary of the existing sewer system as depicted in the City’s comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. The following questions pertain to the policies adopted by the City Council Resolution No. _____

Annexation Policies	Yes	No	N/A
1. Is the property owner(s) willing to dedicate needed easements and/or right-of-way for collector and arterial streets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the property owners(s) willing to sign waivers of right to protest the creation of future Special Improvement Districts to provide the essential services for future development of the City?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the property owner(s) willing to transfer usable water rights, or an appropriate fee in-lieu thereof, to serve the expected population of the land when fully developed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the desired future development of the subject property conform to the City’s comprehensive plan? If not, a comprehensive plan amendment will be necessary to accommodate the anticipated uses, which may be initiated by the applicant and reviewed concurrently with this application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. If a comprehensive plan amendment is necessary, is it included with this application?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The property will need to be rezoned with an initial urban zoning designation. The zone map amendment will be reviewed concurrently with this application. Is a zoning map amendment application included with this application?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The property will need to be rezoned with an initial urban zoning designation. The zone map amendment will be reviewed concurrently with this application. Is a zoning map amendment application included with this application?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Do unpaved county roads comprise the most commonly used route to gain access to the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. If it is found that adequate services cannot be provided to ensure public health, safety and welfare, has the property owners(s) provided a written plan for the accommodation of these services?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the property owner acknowledge that the City of Dunn Center assesses a system development/impact fee and agrees to pay any applicable development/impact fees in accordance with Dunn Center requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. Supplemental Information. Please provide the following information to assist the City in the review of this application:

1. If the property is currently in agricultural use, please identify the crops.
2. Number of residential units existing on the property.
3. Number and type of commercial structures existing on the property.
4. Estimate of existing population of the property.
5. Assessed value of the property.
6. Existing on-site facilities and utilities (gas, power, telephone, cable, septic systems, wells, etc.).
7. Any additional information you feel would assist in the review of this application.

D. Mapping Requirements. The annexation map shall contain the following information. The map shall include the vicinity within one-half mile surrounding the subject property.

Mapping Requirements	Yes	No	N/A
1. Scale not greater than 1 inch to 20 feet nor less than 1 inch to 100 feet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Scale, north point arrow and date of preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Subject property well defined	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Land use pattern of surrounding area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Existing zoning of surrounding property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Boundaries of proposed zoning (if more than one designation being requested) well defined	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Proximity of all existing and proposed water and sewer mains and extensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Location of all structures on the subject property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Adjacent streets and street rights-of-way	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Existing on-site streets and street rights-of-way	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Water bodies and wetlands	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I (We), the undersigned, hereby certify that the information contained in this application is true and correct to the best of my (our) knowledge.

Property Owner's Signature(s)

Date

State of _____

County of _____

On this day of _____, 20__ , before me, a Notary Public for the State of ,
 _____ personally appeared _____,
 known to me to be the person(s) whose name(s) is(are) subscribed to the above instrument and acknowledge to me that
 he/she/they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year first above
 written.

Notary Public for
State of

Residing at

My Commission
Expires