

City Hall – 1001 Schroeder Creek Blvd. Wentzville, MO 63385 (636) 639-2031

Email – The completed application can be emailed to douglas.forbeck@wentzvillemo.gov

ANNEXATION POLICY

The City of Wentzville is an expanding community, growing in many positive ways. The Board of Aldermen of Wentzville has determined that to insure that growth is orderly and well planned the following Annexation Policy and Procedures shall be established. The intent of these procedures is to assist City staff members in evaluating all annexations in comparison to the City's Comprehensive Plan.

TYPE OF ANNEXATIONS

- A. **Voluntary Annexations:** The City of Wentzville welcomes voluntary annexation by its neighbors. This type of annexation is the least costly and most expedient process.
- B. <u>City Initiated Annexations:</u> The City of Wentzville is opposed to this type of annexation. The significant amount of time and expense used in this process should be carefully evaluated. City Initiated annexations should only be considered when the land in question greatly impairs the implementation of the City's Comprehensive Plan.

ANNEXATION GUIDELINES

When a neighboring parcel of land is desirous to be incorporated by the City of Wentzville, the petitioner shall make an application for annexation with the Community Development Department. The application will be reviewed and recommendation made to the Board of Aldermen based upon criteria; such as:

<u>Legal</u>				
	Is proposed annexation contiguous and compact to the City Limits?			
<u>Financial</u>				
	What City services are able to serve the property/proximate?			
<u>Planning</u>				
	Could annexation eliminate jurisdictional confusion or overlap?			
	Is the area needed for extension of streets?			
	Does the area have urban development potential?			
	Is the parcel within the established City Planning area?			

Compr	<u>ehensive Plan Review</u>			
Would the annexation help implement the Comprehensive Plan including:				
	Master Road Plan			
	Master Sewer Plan			
	Master Water Plan			
	Future Land Use Plan			
	Growth Area			
	al Review there be a beneficial effect to the City and/or area by extending the City:			
	Zoning			
	Building Codes			
	Police Protection			
	Water Service			
	Sewer Service			
	Street Maintenance			
Service Would t	es there be a beneficial effect to the City and/or area by extending the City:			
	Is the area now serviced by City utilities?			
	Can additional incorporation of the land for water and wastewater be handled by current facilities?			
	Does the area have adequate streets to provide access for the City services?			

Extension of City Services

The City of Wentzville is able to provide water and wastewater services to its residents at a reasonable cost, yet the City cannot justify budgetarily extending water and wastewater services outside of the City limits. Furthermore, all parcels of property which wish to directly or indirectly, connect into the City Water Distribution System or Wastewater Collection System, must annex into the City.



ANNEXATION APPLICATION

The following shall be provided for your request to be **complete**: The current deed of record as recorded at the St. Charles County Recorder of Deeds office, which contains the Book and Page numbers and the stamped date of recording. Signatures from all persons, whose names appears on the recorded deed. If the property is in a "Trust" you must provide recorded documentation indicating the signing party is authorized to sign for the "Trust", as trustee. All signatures must be notarized on the form provided as the attached Page Three. Copy this form as needed for each signature. A survey, parcel map or annexation exhibit depicting the area to be annexed. If dealing with an engineering firm an 8½" x 11" or 11" x 17" exhibit and an electronic version of said exhibit. Legal description must be sent to staff to be used in the Annexation Ordinance. If petition is signed by President of a company and/or corporation, the company seal must be on the petition and verification of person's title signing the document. Verification of property taxes being paid for the parcel being annexed into the City of Wentzville, please provide copy. This can be done by calling St. Charles County Collector

at (636) 949-7470 or emailing them at www.collector.sccmo.gov.

If you have any questions or comments with completing this Application please contact Doug Forbeck, Community Development Director at (636) 639-2031 or via email at douglas.forbeck@wentzvillemo.gov.

ANNEXATION QUESTIONAIRE

Name of property owner:	
Address of property to be annexed:	
Telephone:	
Email address:	
Person(s) living on the property if other than own Name:	
Current Zoning of the property:	
Water source:	
Sanitary Sewer System: (District or on septic s	 ystem)
Number of buildings on the property:	
	(house, barn, shed, etc)

VERIFIED PETITION FOR VOLUNTARY ANNEXATION

THIS VERIFIED PETITIO		N (this "Petition") is mad	
"Petitioner(s)") to the CITY OF class (the "City") in accordance	WENTZVILLE, a Miss	souri municipal corporati	ion and city of the fourth
this Petition (the "Property of the Property lies entires). The Property constitute limits of the City, as requested. The Petitioners have trues. Pursuant to the provice property together with said property be annex	n described on Exhiberty"); and ly within an unincores an area which is a uired by Missouri an uthfully completed the sions of Section 71 all adjacent street ed to and included were significant of the sions of the sions of the street ed to and included were significant street.	oit A, attached to and inco porated area of St. Charle contiguous and compact	orporated by reference in s County, Missouri; and to the existing corporate equestionnaire; and er(s) request(s) that the the centerline abutting s of, the City and that the
PETITIONER(S)			
Name:	_	Name:	
	VERIFIC	CATION	
STATE OF MISSOURI)) SS.		
COUNTY OF ST. CHARLES)		
COMES NOWage and after being duly sworn who signed the foregoing Petitstated in the Petition are true a	upon his/her oath, tion, that he/she ha	deposes and states that I s read the Petition and th	ne/she is the Petitioner(s) nat the facts and matters
SUBSCRIBED AND SWORN to be	efore me this		
My commission synives		. rotary r done	
My commission expires:			