



Community Development Dept.  
4181 Atlanta Street  
Powder Springs, GA 30127  
commdev@cityofpowdersprings.org  
770-943-1666

## Annexation Application

Applicant Or Agent Must Be Present At All Public Hearings

### Application Instructions

Please complete all applicable sections of the application and submit to the City of Powder Springs Community Development Department located at 4488 Pineview Drive.

City Staff is available to assist in completing the Property Information Section of the application if needed and answer any questions you may have. Please contact us at 770-943-8001 for assistance.

Please note that the application must be notarized and returned to the following address:

Attn: Community Development | Annexation  
City of Powder Springs  
4181 Atlanta Street  
Powder Springs, GA 30127.

### Submittal Requirements

The following information must be submitted by the property owner:

1. Legal Description of the Property.
2. 3 copies each of survey and tax plat (8 1/2 inches by 14 inches or less) prepared by a surveyor particularly delineating the aforesaid land and area and showing on same, the legal owner(s) of all the property so included and also the existing corporate limits of the City at the place(s) where same adjoins or is contiguous to said property.
3. Copy of the Certificate of Occupancy (CO) from City of Powder Springs Community Development Department or Cobb County Building Inspections (as applicable). If property is vacant, no Certificate of Occupancy is necessary.
4. If requesting **Rezoning**, an application for rezoning of the property or properties proposed for annexation shall be filed concurrently with the filing of any application by a property owner for annexation.



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### Applicant Information

Name:		
Address:		
Phone:		
Email:		
Property Owner	Elector	Primary Contact Person

### Property Owner Information Complete if different than applicant.

Name:
Address:
Phone:
Email:

### Property Information

Address:	Parcel ID Number:	
Land Lot:	District:	Number of Acres:
Current County Zoning:	If residential, how many residents?	Proposed City Zoning:

### Notary Attestation

I attest that this application and its attachments are accurate to the best of my knowledge and certify that the described property adjoins and is contiguous to the existing corporate limits of the City of Powder Springs, Georgia:

Executed in \_\_\_\_\_ (City), \_\_\_\_\_ (State).

\_\_\_\_\_  
Signature of Applicant      Printed Name      Date \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

NOTARY STAMP

\_\_\_\_\_  
Signature of Notary Public      Name of Notary Public      My Commission Expires \_\_\_\_\_