



# Development Order Application and Fee Schedule

Planning and Development Department | Lynn Haven, Florida  
817 Ohio Ave., Lynn Haven FL, 32444 | [planning@cityoflynnhaven.com](mailto:planning@cityoflynnhaven.com) | 850-248-0506

## PETITION FOR VOLUNTARY ANNEXATION

Property Owner(s) name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Cell: \_\_\_\_\_

Parcel number(s): \_\_\_\_\_

Approximate square footage/acreage of parcel to be annexed \_\_\_\_\_

**Please Provide:**

Copy of survey (within the past 12 months) including the legal description of the property (if it is not platted), together with a certificate of title from a title company, a copy of the deed or a letter from a licensed attorney setting forth the name(s) of all persons, form(s) or corporation(s) owning any interest in the described property.

Completed water and sewer availability form (available from Planning Department).

Application fee \$200 – make check payable to City of Lynn Haven

The undersigned petitioners, being all owner(s) of the described real property, contiguous to the present boundaries of the City of Lynn Haven, and situated in an unincorporated area of Bay County, Florida, do hereby request that said property be annexed into the corporate limits of the City of Lynn Haven, Florida, to-wit:

Further, request said property be given a land use classification of \_\_\_\_\_ under the Unified Land Development Code of the City of Lynn Haven. The appropriate fee and application are attached.

Attach a current survey (within the past 12 months) including the legal description of the property (if it is not platted), together with a certificate of title from a title company, a copy of the deed or a letter from a licensed attorney setting forth the name(s) of all persons, form(s) or corporation(s) owning any interest in the described property.

The undersigned have been advised of, understand and in consideration of annexation, utility services, and other good and valuable considerations, do hereby agree and covenant as follows:

1. All structures and improvements which are erected upon said property subsequent to the date of this Petition for Annexation shall comply with all present and future City of Lynn Haven regulations and ordinances as set forth in the Code of Ordinances.

2. To pay any impact fees assessed under any applicable present or future regulations and ordinances
3. To convey such recreation land, recreation facilities and open space land dedication and/or fees in lieu of the amount and manner prescribed by the Lynn Haven Code of Ordinances.
4. When any substandard abutting street or utilities are subsequently upgraded by the City to meet City standards, said improvements will be done on an assessment basis, consistent with City procedures thereof.

Further, the undersigned hereby certify that they have read and examined all of the statements and allegations in the foregoing Petition including attachments and after being duly sworn, depose and say that such statements are correct, and true and voluntarily made with full knowledge thereof.

\_\_\_\_\_  
 Owners' Signature

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_

**BEFORE ME** personally appeared \_\_\_\_\_ and \_\_\_\_\_ who is/are personally known to me or who produced \_\_\_\_\_, as identification.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**Notary Public**  
 \_\_\_\_\_  
**Print name**  
**My Commission Expires:**

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_

**BEFORE ME** personally appeared \_\_\_\_\_ and \_\_\_\_\_ who is/are personally known to me or who produced \_\_\_\_\_, as identification.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**Notary Public**  
 \_\_\_\_\_  
**Print name**  
**My Commission Expires:**