



10860 N. Hideout Trail
 Hideout, Utah 84036

Application #	
Zone	
Tax ID #	
Date Received	
Received By	
Reviewed By	
Date Completed	

Annexation Petition Application Form

Any person desiring to initiate an annexation petition shall submit a petition application to the Town Administrator explaining the request and the reasons pursuant to Utah State Code 10-2-403. Annexation petition -- Requirements -- Notice required before filing. The petition shall be accompanied by an application fee in an amount determined by the town fee schedule as outlined below.

Town of Hideout Fee and Rate Resolution #2024-R-01 (January 2024)*

Annexation Pre-Application:	\$3,300.00 and
+ Escrow Fee: \$12,500 (with a minimum required balance of \$5,000)	
Annexation Petition Application:	
Less than or equal to 40 acres	\$5,500 and
+ Escrow Fee: \$12,500 (with a minimum required balance of \$5,000)	
Greater than 40 acres	\$8,250.00 and
+ Escrow Fee: \$20,000 (with a minimum required balance of \$5,000)	
Annexation Fiscal Impact Analysis	\$3,850.00
Modifications to Application (once filed; plus overage costs)	\$2,200.00 and
+ Escrow Fee: \$10,000 (with a minimum required balance of \$2,500)	
Meetings Covered w/Initial Fee: Two (2) Planning Commission Meetings and Two (2) Town Council Meetings	
<i>*Please consult the current Fee and Rate Schedule to verify these meetings and fees</i>	



1. Project Information

Project Name: _____

Project Location: _____

Legal Description: _____

Tax ID: _____

Owner(s) of Record:

Full Name: _____

Address: _____

Phone: _____ Email Address: _____

Architect / Engineer / Landscape Architect / Surveyor:

Full Name: _____

Address: _____

Phone: _____ Email Address: _____

Requested Zone(s)

- | | | | |
|--------------------------------------------------|----------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Mountain (M) | <input type="checkbox"/> Residential Single Family (RSF) | <input type="checkbox"/> Residential Medium Density (RMD) | <input type="checkbox"/> Residential High Density (RHD) |
| <input type="checkbox"/> Neighborhood Commercial | <input type="checkbox"/> Commercial (C) | <input type="checkbox"/> Light Industrial (LI) | <input type="checkbox"/> Community Site (CS) |
| <input type="checkbox"/> Open Space (OS) | | | |

Subdivision and Lot #, or Survey, Lot and Block #:

Project description:

(Include number acres, number of lots, concept description and projected ERU's):



2. Annexation Review Process

1. Petition filed with Town Clerk

2. Petition must contain the following:

- Signature of:**
 - a. Owners whose private property covers a majority of the private land within the annexation area AND equals at least 1/3 of the value of all property within the annexation area; or
 - b. If within an Agriculture Protection Area under UCA 17-41 or Migratory Bird Production Area under UCA 23-28, of 100% of private property owners; or
 - c. If owned entirely by public entity other than federal government, of owner of all the publicly owned property.

- Accurate, recordable map and plat of survey**
 - d. Must be prepared and certified by a licensed surveyor and contain each individual ownership sought to be annexed.

- List of sponsors, with one designated as contact sponsor**
 - e. May include up to five (5) sponsors. Must include mailing address of each sponsor.

- Copy of County resolution**
 - f. If located outside Wasatch County

- If intended for development, must include at minimum:**
 - g. Anticipated timeline for development
 - h. Master planned development applications
 - i. Preliminary subdivision plat (recordable)
 - j. Statement of desired zoning
 - k. Designations showing proposed zoning district lines

- Statements regarding owned waters**
 - l. Disclosure of all waters owned or historically utilized on property in annexation area and statement from water owner(s) as to estimated value or price at which is/are willing sell to the Town.



- Comprehensive review/analysis of surrounding property in sufficient detail for the Town to determine long-term impacts:**
 - m. Including all property within 1.5 miles of annexation area, but Town Planner can adjust up to 1/2 mile
 - n. Performed by qualified land use planner with assistance from other professionals, whom the Town may select
 - o. Including analysis of vegetation, wildlife, view corridors, resources, geological features, road systems, utilities, open space and recreation, land uses, community facilities, etc.

 - Copies mailed/delivered by petitioners (at time of filing petition):**
 - p. To County Clerk for county in which the property is located
 - q. To chair of any Planning Commission with review authority and jurisdiction over the property

 - Additional information may be required by the Town Planner, Town Engineer, Town Council and/or Planning Commission.**

 - Application fee must be paid prior to any review.**
3. Upon confirmation of a complete Petition for Annexation submittal, the Town Planner and Town Engineer, in conjunction with other necessary review members, will complete analyses for presentation to the Town Council.
 4. If the Town Council accepts the Petition for Annexation, the petition is sent to the Planning Commission for review, hearing(s) and recommendation.
 5. The Planning Commission recommendation is brought to the Town Council for review and a final vote to approve or deny.



3. Applicant or Authorized Representative to Whom All Correspondence Is to Be Sent

- Applicant is not the owner listed above.
- Full Name: _____
- Address: _____
- Phone #: _____
- Email Address: _____

The checklist below must be included with your application with all items checked off to designate that they have been submitted or your application will not be processed.

4. Checklist:

- a) Fee paid
- b) Completed Annexation Petition Application Form
- c) Preliminary Engineering sketch/drawing of the existing conditions and proposed use; drawn to scale not smaller than one-inch equals one hundred feet (1" = 100ft) and showing the following (both hard copy and electronic format)
 - i. North point, scale, date
 - ii. Any Existing development/uses/conditions
 - iii. Area to be developed
 - iv. Adjacent property
 - v. Proposed lot lines with lot sizes
 - vi. Proposed building envelopes
 - vii. Proposed ERU's



5. Acknowledgement of Responsibility

This is to certify that I am making an application for the described action by the Town of Hideout and that I am responsible for complying with all town requirements regarding this request. This application should be processed in my name and I am a party whom the town should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until the Town Administrator or designee has reviewed the application and notified me in writing that it has been deemed complete. **I understand that any application I submit will be governed by the terms of the Town Code of the Town of Hideout** and that I am responsible to understand those provisions and ensure that the application complies with the same.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that I will be informed of the dates set for any public hearing or public meetings. This report will be on file and available in the Town of Hideout office shown above.

I further understand that additional fees may be charged for the Town's review of the application, and that the fee for the annexation petition is non-refundable. Any additional analysis required would be processed through the town's consultants with a written estimate of time/expense/scope. This estimate will be provided to the applicant for authorization prior to any work being performed.

Signature of the Applicant:

Name of Applicant (Print): _____

Mailing Address: _____

Phone: _____

Email Address: _____



6. AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

Name of Applicant (Print): _____

Mailing Address: _____

Street Address/Legal Description of Subject Property:

Signature: _____ Date: _____

1. If you are not the fee owner, attach another copy of this form that has been completed by the fee owner, or a copy of your authorization to pursue this action.
2. If a corporation is fee title holder, attach a copy of the resolution of the Board of Directors authorizing this action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

Please note: This affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to final action.