

For further information, please contact:

Murray Planning Department

270-762-0330

REQUEST FOR ANNEXATION

APPLICATION PROCEDURES



CITY OF MURRAY
PLANNING DEPARTMENT
104 N. 5TH STREET
MURRAY, KY 42071

UPDATED: FEBRUARY 15, 2011

REQUIREMENTS FOR ANNEXATION

- Proposed territory to be annexed must meet the requirements as set forth in KRS 81A.410
 - Proposed territory must be adjacent or contiguous to city boundaries at the time annexation proceedings begin
 - Proposed territory must be urban in character or suitable for urban development without unreasonable delay
 - Land proposed to be annexed must not lie within an agricultural district as pursuant to KRS 262.850
- Proposed territory should fall within the Urban Services area as established by the Comprehensive Plan
- Written consent from each property owner within the territory

PROCEDURES

- All applicants are encouraged to schedule a pre-application meeting with the city planning staff.
- A petition (i.e. letter) must be submitted formally requesting annexation. The petition shall be signed by the owner(s) of the property. Property owner(s) must give formal, written permission granting proxy to someone wishing to act on their behalf. The following shall be included with the annexation request:
 - a. Legal description of property and three (3) copies of annexation plat prepared by registered land surveyor.
 - b. Current names and mailing addresses of all adjoining property owners, including those located across any road, street or alley. (Records maintained by the Property Valuation Administrator may be relied upon conclusively to determine identity and address of the owner.)
- Applicant(s) or representative(s) must attend all Planning Commission meetings to address any questions regarding the

annexation request. All meeting dates require submission of materials by the indicated date on the City of Murray's meeting calendar.

- Request is reviewed by the Murray Planning Commission. Planning Commission must forward a recommendation to the City Council to annex proposed territory.
- Planning Commission shall hold a public hearing to set the zoning for the proposed territory to be annexed and then forwards a recommendation to the City Council.
- The City Council has final authority to approve or disapprove the recommendation from the Planning Commission.
- If recommendation is approved by City Council an annexation and zoning ordinance is prepared by the city attorney and presented to the Council for two readings and then published in the local newspaper.
- If applicant wishes to appeal the decision of the City Council an appeal must be filed with the Calloway County Circuit Court within 30 days of final action as defined in KRS 100.347-5.
- Annexation process takes approximately three (3) to five (5) months.

ADDITIONAL BENEFITS TO ANNEXATION

- **Improved Fire and Police Protection**
- **Areas already served with city utility services would receive reduction in rates**
- **Possible reduction in homeowners insurance rates**
- **Zoning to protect from unwanted land uses**
- **Ability to vote on city issues**
- **Street lights**
- **Improved maintenance of streets included in annexed areas**
- **Spring brush pickup/Fall leaf pickup**