

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS

SERVICE DELIVERY STRATEGY

FOR	STE	PHENS
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COUNTY

PAGE 1

I. GENERAL INSTRUCTIONS

- 1. Only one set of these forms should be submitted per county. The completed forms should clearly present the collective agreement reached by all cities and counties that were party to the service delivery strategy.
- 2. List each local government and/or authority that provides services included in the service delivery strategy in Section II below.
- List all services provided or primarily funded by each general purpose local government and authority within the county in
 Section III below. It is acceptable to break a service into separate components if this will facilitate description of the service delivery strategy.
- 4. For each service or service component listed in Section III, complete a separate Summary of Service Delivery Arrangements form (page 2).
- 5. Complete one copy of the Summary of Land Use Agreements form (page 3).
- 6. Have the *Certifications* form (page 4) signed by the authorized representatives of participating local governments. Please note that DCA cannot validate the strategy unless it is signed by the local governments required by law (see Instructions, page 4).
- 7. Mail the completed forms along with any attachments to:

Georgia Department of Community Affairs Office of Coordinated Planning 60 Executive Park South, N.E. Atlanta, Georgia 30329

For answers to most frequently asked questions on Georgia's Service Delivery Act, links and helpful publications, visit DCA's website at www.dca.servicedelivery.org, or call the Office of Coordinated Planning at (404) 679-3114.

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Note: Any future changes to the service delivery arrangements described on these forms will require an official update of the service delivery strategy and submittal of revised forms and attachments to the Georgia Department of Community Affairs.

II. LOCAL GOVERNMENTS INCLUDED IN THE SERVICE DELIVERY STRATEGY:

In this section, list all local governments (including cities located partially within the county) and authorities that provide services included in the service delivery strategy.

Stephens County City of Toccoa City **d**f Avalon City of Martin

III. SERVICES INCLUDED IN THE SERVICE DELIVERY STRATEGY:

For each service listed here, a separate Summary of Service Delivery Arrangements form (page 2) must be completed.

Airport, Ambulance Service, Animal Control, Building Inspection/Permits, Business Licenses, EMA/Civil Defense, Code Enforcement, D.A.R.E., Economic Development, Fire Protection, Hospital, Library, Law Enforcement, Landfill/Solid Waste, Natural Gas Distribution, Recreation, Parks, Tax Assessment, Water System, Waste Water System, Streets/Roads, Cemetery, Downtown Development, Jail, 911 Communications

01 01		SERVICE DELIVER		
	Instructions:	SUMMARY OF SERVICE DELI	VERY ARRANGEMENTS	PAGE 2
	Make copies of thi Answer each question	s form and complete one for each service listed n below, attaching additional pages as necessary. If the Department of Community Affairs.	on page 1, Section III. Use exactly the same service f the contact person for this service (listed at the bottom	e names listed on page 1 of the page) changes, thi
County: S	TEPHENS	Service:	AIRPORT	
I. Check the I	box that best desc	ribes the agreed upon delivery arrangeme	ent for this service.	
Service is check	will be provided ed, identify the g will be provided	countywide (i.e., including all cities and u overnment, authority or organization prov	unincorporated areas) by a single service pro viding the service.) Toccoa-Stephe Airport Autho	ans County
One or r unincorr	nore cities will proorated areas. (If	ovide this service only within their incorr his box is checked, identify the governme	porated boundaries, and the service will not ent(s), authority or organization providing th	be provided in 1e service.)
One or n unincorr	nore cities will pr porated areas. (If t	ovide this service only within their incorp his box is checked, identify the governme	porated boundaries, and the county will prov ent(s), authority or organization providing th	vide the service in ne service.)
Other. (I governm	f this box is chec tent, authority, or	ked, attach a legible map delineating th other organization that will provide servio	ne service area of each service provider, and the service area.)	nd identify the
If these condit higher levels o or competition	ions will continue of service (See O. cannot be elimin ions will be elimi	e under the strategy, attach an explanati C.G.A. 36-70-24(1)), overriding benefits (ated).	ry competition and/or duplication of this ser ion for continuing the arrangement (i.e., o of the duplication, or reasons that overlappin ementation schedule listing each step or act	overlapping but ng service areas
3. List each go funds, user feo ocal Government	overnment or auth es, general funds, t or Authority:	ority that will help to pay for this service	and indicate how the service will be funded otel taxes, franchise taxes, impact fees, bond	l (e.g., enterprise led indebtedness, et
City of		General Fund		
<u>Stephen</u>	<u>s County</u> rport	General Fund		
Autho	rity	User Fees		
How will th No Ch		the previous arrangements for providing	and/or funding this service within the count	ıy?
. List any form greement Name:	nal service delive	ry agreements or intergovernmental contr	racts that will be used to implement the strate	egy for this service
	none	Contracting Parties:	Effective and	d Ending Dates:
	mechanisms (if a	ny) will be used to implement the strategy anges, etc.), and when will they take effe	y for this service (e.g., ordinances, resolution	is, local acts of the
. What other 1 General Assem N/	iory, rate of ree ci	anges, etc.), and when win mey take ene		

Phone number: 706-885-9/01

Date completed: _____12/21/98

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

		SUMMAR	ERVICE DELIVERY STRATEGY Y OF SERVICE DELIVERY ARRANGEM	FNTS	D. OD
(ETTP)	Instructions: Make copies of th				PAGE 2
		to the Department of (te one for each service listed on page 1, Section III. Use dditional pages as necessary. If the contact person for this se Community Affairs.	e exactly the same service names list rvice (listed at the bottom of the page	ted on page e) changes, th
	TEPHENS C		Service: AMBULANCE SER	VICE	
I. Check the b	box that best desi	ribes the agreed	upon delivery arrangement for this service:		
is check	will be provided ed, identify the g	countywide (i.e., overnment, autho	including all cities and unincorporated areas) by ority or organization providing the service.) S	tepnens County H	lospit
			Diporated portion of the county by a single service nization providing the service.)		
One or n unincorp	nore cities will p orated areas. (If	rovide this service this box is checke	e only within their incorporated boundaries, and ed, identify the government(s), authority or organ	the service will not be provident in the service.	ed in .)
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Other (If governme	this box is chec ent, authority, or	ked, attach a legi other organizatio	ble map delineating the service area of each s n that will provide service within each service a	ervice provider, and identify rea.)	y the
			ervice areas, unnecessary competition and/or du		
If these condition higher levels of or competition	ons will continue service (Sce O. cannot be elimin	under the strateg C.G.A. 36-70-24(ated).	y, attach an explanation for continuing the a 1)), overriding benefits of the duplication, or rea	rrangement (i.e., overlapping sons that overlapping service	g but areas
If these condition	ons will be elimi	nated under steel	rategy, attach an implementation schedule list the agreed upon deadline for completing it.	ing each step or action that w	ill be
3. List each gov funds, user fees	ernment or auth , general funds,	ority that will be	p to pay for this service and indicate how the ser strict revenues, hotel/motel taxes, franchise taxes	vice will be funded (e.g., ente	erprise
	·····	unding Method:		, impact rees, bonded indebie	edness, etc
Stephens SC HOSP1	County TAL	General	Funds		
Autho	ority	User Fe	es		
11					
No. Change	strategy change	the previous arran	ngements for providing and/or funding this servi	ce within the county?	
No Change				in the county .	
. List any forma	l service deliver	V agreements or i			
greement Name:		y agreements of h	ntergovernmental contracts that will be used to in Contracting Parties:	mplement the strategy for this	service:
	s County			Effective and Ending Date	es:
		Authority	Stephens County Hospital Author Stephens County	rity 1963-2013	
what other me eneral Assembl	chanisms (if any	/) will be used to	implement the strategy for this service (e.g., ord hen will they take effect?	inances, resolutions, local actu	
		inges, etc.), and w	then will they take effect?	in the second process acts	s or the
n/a					
, a					
Person comple	ting form:	Clifton Wil	kinson		
	06-886-949		Date completed:12/21/08		
Is this the person e consistent with not, provide des	on who should b the service deli signated contact	e contacted by sta		ocal government projects	

		SI	ERVICE DELIVE	RY STRATEGY		
		SUMMARY	OF SERVICE DELI	IVERY ARRANGEME	NTS	PAGE 2
	Answer each questi	is form and complet on below, attaching a to the Department of (Iditional pages as necessary. 1	l on page 1, Section III. Use of the contact person for this serv	exactly the same service nar vice (listed at the bottom of th	nes listed on page 1. le page) changes, this
County: <u>St</u>	ephens Co	unty	Service:	Animal Contro	1	
I. Check the l	box that best desc	cribes the agreed	upon delivery arrangeme	ent for this service:		
Service is check	will be provided ed, identify the g	countywide (i.e., government, autho	including all cities and prity or organization pro	unincorporated areas) by viding the service.)	a single service provid	er. (If this box
Service identify	will be provided the government,	only in the uninc authority or orga	orporated portion of the nization providing the second	county by a single service ervice.)	e provider. (If this box	is checked,
One or r unincor	more cities will p porated areas. (If	provide this servic this box is check	e only within their incor ed, identify the governm	porated boundaries, and t ent(s), authority or organ	he service will not be p ization providing the s	provided in ervice.)
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Other. () governn	If this box is che nent, authority, o	cked, attach a le r r other organizati	gible map delineating t on that will provide serv	he service area of each s rice within each service ar	ervice provider, an d i rea.)	dentify the
_ yes _ If these condit	¥no tions will continu	ue under the strate	gy. attach an explanat	ary competition and/or du tion for continuing the a s of the duplication, or rea	rrangement (i.e. over	Japping but
3. List each g funds, user fe	nate them, the re overnment or au es, general funds	sponsible party as thority that will h s, special service of	nd the agreed upon dead elp to pay for this servic	lementation schedule list line for completing it. e and indicate how the sen notel taxes, franchise taxe	rvice will be funded (e	a optomaine
ocal Governmen		Funding Method:	······			
	f Toccoa	General				
Stephe	ns County	General	Eund			
4. How will t	he strategy chan	re the previous ar	rangements for providin	g and/or funding this serv	dia misti at a sub	
			seperate servic		ice within the county?	
5. List any for Agreement Name	mal service deliv	very agreements o	or intergovernmental con Contracting Parties:	stracts that will be used to	implement the strateg Effective and E	
InterGover	rnmental Co	ntract	Toccoa/Steph	ens County	Annual	
 What other General Asser N/A 	mechanisms (if mbly, rate or fee	any) will be used changes, etc.), an	to implement the strate, d when will they take ef	gy for this service (e.g., or fect?	rdinances, resolutions,	local acts of the

7. Person completing form: Clifton Wilkinson

Phone number: 706-886-9491

____ Date completed: <u>12/21/98</u>

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

1 Data 12		SUMMAI	SERVICE DELIVERY STRATEGY RY OF SERVICE DELIVERY ARRANGEMENT	`S	PAGI
	Instructions: Make coples of t Answer each ques should be reported	this form and comp stion below, attaching d to the Department of	plete one for each service listed on page 1, Section III. Use exact g additional pages as necessary. If the contact person for this service of Community Affairs.	tly the same service name (listed at the bottom of the	
County:	Stephens		Service:Building Inspections	s/Permits	
1. Check the b	pox that best de	scribes the agreed	d upon delivery arrangement for this service:		
is check	will be provided ed, identify the	d countywide (i.e government, autl	e., including all cities and unincorporated areas) by a si thority or organization providing the service.)	ngle service provider	. (If this bo
Service identify	will be provided the government	d only in the unin t, authority or org	ncorporated portion of the county by a single service pr ganization providing the service.)	rovider. (If this box is	checked,
One or n unincorp	nore cities will porated areas. (I	provide this servi If this box is chec	vice only within their incorporated boundaries, and the s cked, identify the government(s), authority or organizat	service will not be pro- lion providing the serv	vided in vice.)
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Stephens		General F			
			r uno		
		ge the previous ar	rrangements for providing and/or funding this service v	within the county?	
140 CH	lange				
List any form	nange nal service deliv		or intergovernmental contracts that will be used to impl Contracting Parties:		
. List any form	nange nal service deliv		or intergovernmental contracts that will be used to impl Contracting Parties:	lement the strategy fo Effective and Endin	
List any form	nange nal service deliv		or intergovernmental contracts that will be used to impl Contracting Parties:		
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HC/ LL III		SUMMA	SERVICE DELIV RY OF SERVICE D	ERY STRATE	GY	
	Instructions:					PAG
	Make copies of (Answer each ques should be reported	this form and com tion below, attachin to the Department	lete one for each service l additional pages as necessa f Community Affairs.	isted on page 1, Section ry. If the contact person for	III. Use exactly the or this service (listed	e same service names listed on pa at the bottom of the page) changes
County:	tephens Cou	unty	Servic	e:Busines	s_License	
L. Check the b	box that best des	scribes the agree	d upon delivery arrang	ement for this service	e:	
			internet of organization	providing the service	.)	service provider. (If this bo
			surger providing in	City	of Toccoa	er. (If this box is checked,
[_] One or n unincorp	nore cities will porated areas. (I	provide this serv f this box is che	ice only within their in ked, identify the gover	corporated boundarie nment(s), authority o	es, and the servic or organization p	ce will not be provided in roviding the service.)
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If these condition	ons will be elim	inated under the	Strology offership 1			step or action that will be
taken to elimina	ate them, the rea	sponsible party	nd the agreed upon dea	plementation sched	ule listing each	step or action that will be
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3. List each go funds, user fees	vernment or auts, general funds	hority that will			;	
3. List each go funds, user fees	vernment or aut s, general funds or Authority:	hority that will , special service	elp to pay for this serv district revenues, hotel		;	
3. List each goy funds, user fees ocal Government	vernment or aut s, general funds or Authority:	hority that will , special service Funding Method:	elp to pay for this serv district revenues, hotel		;	
3. List each goy funds, user fees ocal Government	vernment or aut s, general funds or Authority:	hority that will , special service Funding Method:	elp to pay for this serv district revenues, hotel		;	
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3. List each gor funds, user fees ocal Government <u>City of</u> How will the No Change	vernment or aut s, general funds or Authority: FOCCOA	hority that will , special service Funding Method: General F	r intergovernmental co	ice and indicate how /motel taxes, franchi	the service will se taxes, impact is service within sed to implemen	be funded (e.g., enterprise fees, bonded indebtedness,
3. List each goy funds, user fees cocal Government <u>City of</u> 4. How will the No Change	vernment or aut s, general funds or Authority: FOCCOA	hority that will , special service Funding Method: General F	rangements for provide	ice and indicate how /motel taxes, franchi	the service will se taxes, impact is service within sed to implemen	be funded (e.g., enterprise fees, bonded indebtedness,
3. List each goy funds, user fees cocal Government <u>City of</u> 4. How will the No Change	vernment or aut s, general funds or Authority: FOCCOA	hority that will , special service Funding Method: General F	r intergovernmental co	ice and indicate how /motel taxes, franchi	the service will se taxes, impact is service within sed to implemen	be funded (e.g., enterprise fees, bonded indebtedness,
3. List each goy funds, user fees cocal Government <u>City of</u> 4. How will the No Change 5. List any forma agreement Name:	vernment or aut s, general funds or Authority: FOCCOA strategy chang al service delive	hority that will special service Funding Method: General F e the previous a ery agreements of ny) will be used	r intergovernmental co	ice and indicate how /motel taxes, franchi	the service will se taxes, impact is service within sed to implemen	be funded (e.g., enterprise fees, bonded indebtedness,
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are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

OI CT	SERVICE DELIVERY STRATEGY	
	SUMMARY OF SERVICE DELIVERY ARRANGEMENTS PAGE	2
	Instructions: Make copies of this form and complete one for each service listed on page 1, Section III. Use exactly the same service names listed on pag Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, should be reported to the Department of Community Affairs.	je 1. this
County: <u>St</u>	ephens County Service: <u>EMA/Civil Defense</u>	
	box that best describes the agreed upon delivery arrangement for this service:	
Service is check	will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider. (If this box ed, identify the government, authority or organization providing the service.)	;
Service identify	will be provided only in the unincorporated portion of the county by a single service provider. (If this box is checked, the government, authority or organization providing the service.)	
One or n unincorp	nore cities will provide this service only within their incorporated boundaries, and the service will not be provided in porated areas. (If this box is checked, identify the government(s), authority or organization providing the service.)	
One or n unincorp	nore cities will provide this service only within their incorporated boundaries, and the county will provide the service in porated areas. (If this box is checked, identify the government(s), authority or organization providing the service.)	J
Other. (i governm	f this box is checked, attach a legible map delineating the service area of each service provider, and identify the tent, authority, or other organization that will provide service within each service area.)	
2. In developi	ng the strategy, were overlapping service areas, unnecessary competition and/or duplication of this service identified?	
ingher levels o	ions will continue under the strategy, attach an explanation for continuing the arrangement (i.e., overlapping but of service (See O.C.G.A. 36-70-24(1)), overriding benefits of the duplication, or reasons that overlapping service areas a cannot be eliminated).	
If these conditi taken to elimin	ions will be eliminated under the strategy, attach an implementation schedule listing each step or action that will be nate them, the responsible party and the agreed upon deadline for completing it.	
3. List each go funds, user fee	overnment or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise es, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness,	etc.)
Local Government		
<u>stepner</u>	ns County General Funds	
		-
4. How will the no chan	ne strategy change the previous arrangements for providing and/or funding this service within the county?	
5. List any form Agreement Name:	mal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service none Contracting Parties: Effective and Ending Dates:	ce:
		-
General Assem	mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of th bly, rate or fee changes, etc.), and when will they take effect?	e
n/a		
	pleting form: <u>Clifton Wilkinson</u>	
Phone number:	706-886-0491 Date completed: <u>12/21/08</u>	
8. Is this the peare consistent v	erson who should be contacted by state agencies when evaluating whether proposed local government projects with the service delivery strategy? J yes no designated contact person(s) and phone number(s) below:	

ALD TO Y		S	SERVICE DELIVERY	STRATEGY	
A A		SUMMAR	RY OF SERVICE DELIVE	RY ARRANGEMENTS	PAGE 2
	Instructions: Make copies of thi Answer each question should be reported to	is form and completed on below, attaching a to the Department of	ete one for each service listed on additional pages as necessary. If the Community Affairs.	page 1, Section III. Use exactly contact person for this service (lis	the same service names listed on page 1 led at the bottom of the page) changes, this
County: <u>Ste</u>	ephens Cou	inty	Service: C	ode Enforcement	
I. Check the t	box that best desc	ribes the agreed	upon delivery arrangement		·
Service	will be provided	countywide (i.e.	., including all cities and unin nority or organization providi	Corporated areas) by a sin-	le service provider. (If this box
Service identify	will be provided the government,	only in the uning authority or orga	corporated portion of the cou anization providing the servi	nty by a single service prov ce.)	vider. (If this box is checked,
One or n unincorp	nore cities will pr porated areas. (If	rovide this servic this box is check	ce only within their incorpor ked, identify the government	ated boundaries, and the ser (s), authority or organization	vice will not be provided in n providing the service.)
			ted, identify the government	ated boundaries, and the cou (s), authority or organization	unty will provide the service in n providing the service.)
U Other. (I	of Toccoa, f this box is check ent, authority, or	ked, attach a les	Ounty gible map delineating the s ion that will provide service	ervice area of each service within each service area.)	provider, and identify the
2. In developin	ng the strategy, w	vere overlapping	g service areas, unnecessary o	competition and/or duplicati	on of this service identified?
If these conditi higher levels o or competition	ions will continue f service (Sce O. cannot be elimin	e under the strate C.G.A. 36-70-24 pated)	egy, attach an explanation 4(1)), overriding benefits of (for continuing the arrange he duplication, or reasons the	ement (i.e., overlapping but hat overlapping service areas
taken to elimin	ate them, the resp	ponsible party ar	strategy, attach an implement nd the agreed upon deadline	ntation schedule listing each	ch step or action that will be
funds, user fee	s, general funds,	special service of	elp to pay for this service and district revenues, botel/motel	indicate how the service w	vill be funded (e.g., enterprise act fees, bonded indebtedness, etc
Local Government		funding Method:	anstriet revenues, noten moter	taxes, franchise taxes, impa	act fees, bonded indebtedness, etc
<u>City of</u>	S County Toccoa	<u> </u>	al Funds		
4. How will the	e strategy change	the previous arr	rangements for providing an	Vor funding this service wit	this share a fi
no cha					inin the county?
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7. Person comp	leting form:	Clifton Wil	kinson		

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

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If not, provide designated contact person(s) and phone number(s) below:

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7. Person completing form: <u>Clifton Wilkinson</u> Phone number: <u>705-886-9491</u> Da

_ Date completed: ____12/21/98

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

		01	ERVICE DELIVERY	STRATEGY	
		SUMMARY	Y OF SERVICE DELIV	ERY ARRANGEMENTS	PAGE 2
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n/a

7. Person completing form: _____Clifton Wilkinson

Phone number: 706-886-9491

____ Date completed: ____<u>12/21/98__</u>

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? X yes no If not, provide designated contact person(s) and phone number(s) below:

C	SERVICE DELIVERY STRATEGY SUMMARY OF SERVICE DELIVERY ARRANGEMENTS PAGE 2						
	Instructions:	SUMMART	OF SERVICE DELI	ERI ARRANGEN		TAO	
	Make copies of this form and complete one for each service listed on page 1, Section III. Use exactly the same service names listed on page i. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.						
County:	ephens		Service:	Library			
		es the agreed up	on delivery arrangeme	nt for this service:			
			cluding all cities and u ty or organization prov		by a single serv	vice provider. (If this bo	
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	Instructions:	SUMMA	ARY OF SERVICE DELIVERY ARE	RANGEMENTS	PAGE
	Make copies of Answer each que should be reporte	this form and comp stion below, attaching to the Department of	applete one for each service listed on page 1, Service additional pages as necessary. If the contact person of Community Affairs.	ection III. Use exactly the same se son for this service (listed at the bo	ervice names listed on page ttom of the page) changes,
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Service identify	will be provide the governmer	d only in the unit it, authority or or	incorporated portion of the county by a s rganization providing the service.)	single service provider. (If th	is box is checked,
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If not, provide designated contact person(s) and phone number(s) below:

SERVICE DELIVERY STRATEGY

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		SUMMARY OF S	ERVICE DEI	LIVERY ARRANGEMENT	15	TAGE 2
	Instructions: Make copies of this form and complete one for each service listed on page 1, Section III. Use exactly the same service names listed on Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) chan should be reported to the Department of Community Affairs.					
unty: Ste	ephens		Service:	Landfill/Solid	Waste Collect	ion
Check the b	box that best descri	bes the agreed upon de	elivery arranger	nent for this service:		
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7 Derson	completing form	<u>_Clifton Wilki</u>	nson		N. Barres	
Phone num	ber: $706-886-9$)491		led: 12/21/98		
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8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? \bigvee yes \Box no

If not, provide designated contact person(s) and phone number(s) below:

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7. Person completing form: <u>Clifton Wilkinson</u> Phone number: 705-886-9491 Date completed: ______

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? K yes no If not, provide designated contact person(s) and phone number(s) below:

12/21/98

		SUMMA	SERVICE DELIVERY STRAT	ΓEGY RANGEMENTS	PAGI
	Instructions: Make copies of t Answer each ques should be reported	his form and com tion below, attachir to the Department	aplete one for each service listed on page I, Sec and additional pages as necessary. If the contact pers of Community Affairs.	ction 111. Use exactly the same so son for this service (listed at the bo	ervice names listed on pa ottom of the page) changes
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	SERVICE DELIVERY STRATEGY SUMMARY OF SERVICE DELIVERY ARRANGEMENTS	
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7. Person completing form: <u>Clifton Wilkinson</u> Phone number: 705-886-9491 Date c

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8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? X yes no If not, provide designated contact person(s) and phone number(s) below:

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7. Person completing form: Clifton Wilkinson

Phone number: 706-886-9491 Date completed: 12/21/98

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

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7. Person completing form: <u>Clifton Wilkinson</u>

Phone number: ______705-886-9491 ______ Date completed: _____2/21/98

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? X yes no If not, provide designated contact person(s) and phone number(s) below:





CLIFTON, SANDERS & SMITH, P.C.

ATTORNEYS AT LAW P.O. BOX 1005 TOCCOA, GEORGIA 30577

CECIL L. CLIFTON, JR. JANNEY E. SANDERS RUSSELL W. SMITH MARIE K. EVANS LAW OFFICES 311 S. BIG A. ROAD 706-886-7533 FAX 706-886-0617 E-MAIL: CCLIFTON2@ALLTEL.NET

September 27, 2000

Jim Higdon, Commissioner Georgia Department of Community Affairs 60 Executive Park South, N.E. Atlanta, GA 30329-2231

Dear Commissioner Higdon:

As stated in my previous correspondence to you of August 1, on Friday, July 28, the City Commission of the City of Toccoa and the Stephens County Board of Commissioners met in a joint meeting and adopted the amendment to the Waste Water System Service Delivery Strategy. I previously sent to you a copy of the Amendment which had been signed on behalf of both Stephens County and the City of Toccoa. I am now enclosing for your records a copy of the Amendment as signed by all four parties, including the Cities of Martin and Avalon.

Should you need any further information in order that Stephens County will be eligible for permits, grants and loans in connection with its waste water system efforts in the unincorporated section of the County, please advise.

Sincerely, Cecil L. Clifton4

CLCJr: jah

Enclosures

c: Ferrell Morgan, Mayor City of Toccoa w/ copy executed enclosure

> Bill Lewis, City Manager City of Toccoa w/ originally executed enclosure

John A. Dickerson, Esq., City Attorney City of Toccoa w/ copy executed enclosure Jim Higdon, Commissioner September 27, 2000 Page 2

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James Ledford, Chairman Stephens County Board of Commissioners w/ copy executed enclosure

Lamar Smith, County Administrator Stephens County w/ no enclosure (original picked up 9/26/00)

Donald G. Foster, Mayor City of Martin w/ originally executed enclosure

Gus Gonzalez, Mayor City of Avalon w/ originally executed enclosure

Kirby Rutherford, Chairman Stephens County Development Authority W/ copy executed enclosure

Lonnie M. Edenfield, Jr., Executive Director, Stephens County Development Authority w/ copy executed enclosure JahlLetters/Higdon, Jim 9-27

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EXHIBIT "A" TO SERVICE DELIVERY STRATEGY (REVISED) - WASTE WATER SYSTEM STEPHENS COUNTY

Stephens County will provide waste water system service in the unincorporated areas of Stephens County except for any portion of the unincorporated area which is included in the City of Toccoa existing sewer service area shown on Schedule 1 attached hereto and incorporated herein by reference, the same being a reduced copy of the Toccoa, Stephens County, Martin and Avalon Comprehensive Plan Existing Sewer Service Area Map prepared by Jordan, Jones & Goulding (base map provided by City of Toccoa dated July 9, 1992, a copy of which is attached as Figure 8.2 (p. 8-11) of the Comprehensive Plan dated September, 1994 as previously filed with Department of Community Affairs) as amended by the addition of that portion on Schedule 1 shown in yellow. The parties have approved by their signatures full scale maps of Schedule 1, and each party has retained a copy for its records.

The parties agree that the owner of any property located within one (1) mile of the existing sewer service area as shown on Schedule 1 attached hereto may request either Stephens County or the City of Toccoa to provide sewer service to such property and, if agreed by the party requested, the provision of service within such one mile area shall constitute an amendment hereof without further action required on the part of any party hereto. jah/County/Exhibit A to SDS-Waste Water System



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Revised

P.03

83		VERY STRATEGY		PAGE 4
	structions: s page must, at a minimum, be signed by an authorized rep- ary sent; 3) all cicles having 1950 populations of ever 9,000 ulation of between S00 and 9,000 residing within the coun- strategy are not required to sign this form, but are chousing	: resentative of the following gavernm 0 residing within the county; and 4) ty. Cisles with 1990 populations be	no jam than 50% of all other cities low 500 and authoritics providing	ving us the swith a 1990
SI	ERVICE DELIVERY STRATEGY FOR	Stephens	COUNTY	
We, the undersi	ened authorized representatives of the jurisdict	ions listed below, certify tha	t: .	
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Advances of the bern and assigned one for each service lefted on page 1. Section 111. Use exactly for this service integrates the balance of a page 6. Service: <u>Vaste Vaste</u> <u>Service integrates</u> <u>Service</u> <u>Vaste Vaste</u> <u>Service</u> <u>Servi</u>		SERVICE DELIVERY STRATEGY SUMMARY OF SERVICE DELIVERY ARRANGEMENTS PAG
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e consistent with the service delivery strategy?	Person comple	ting form: <u>Clifton Wilkinson</u>
not, provide designated contact person(s) and phone number(s) below:	Person completione number: _2	706-886-0491 Date completed: 40 /00 /00

OL ST		SERVICE D	DELIVERY STRATEGY	
ROA		SUMMARY OF SERVI	ICE DELIVERY ARRANGEMENTS	PAGE 2
	Answer each question bei	n and complete one for each w, attaching additional pages as bepartment of Community Affai	service listed on page 1, Section III. Use exactly the s s necessary. If the contact person for this service (listed a irs.	same service names listed on page 1. It the bottom of the page) changes, this
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	SERVICE DELIVERY STRATEGY SUMMARY OF SERVICE DELIVERY ARRANGEMENTS				
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7. Person con	pleting form:	Clifton Wilk	inson		
Phone number	706-886-	0401	Date completed: 12/21	1/98	
			····		

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? Q yes no If not, provide designated contact person(s) and phone number(s) below:

SERVICE DELIVERY STRATEGY

	Instructions:						
	Answer each question	form and complete on below, attaching addit the Department of Con	one for each service liste ional pages as necessary. nmunity Affairs.	d on page 1, Section III If the contact person for th	. Use exactly the sa is service (listed at	une service names I the bottom of the pa	isted on page ge) changes, th
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8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? If yes no If not, provide designated contact person(s) and phone number(s) below:

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	County: St	ophons		Service: Jail				
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are consistent with the service delivery strategy? yes no If not, provide designated contact person(s) and phone number(s) below:

01 01		SERVICE DELIVERY STRATEGY				
	SUMN	MARY OF SERVICE DELIVERY ARRANGEMENTS	PAGE 2			
	Instructions: Make copies of this form and complete one for each service listed on page 1, Section 111. Use exactly the same service names listed on page 1. Answer each question below, atlaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.					
County:	Stephens	Service: 911 Communication Services				
1. Check the	box that best describes the ag	greed upon delivery arrangement for this service:				
Service is check	will be provided countywide ked, identify the government,	e (i.e., including all cities and unincorporated areas) by a single service provi , authority or organization providing the service.) Stephens Count	der. (If this box y			
Service identify	will be provided only in the the government, authority o	unincorporated portion of the county by a single service provider. (If this bo r organization providing the service.)	x is checked,			
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Local Governme						

<u>City of Toccos</u>	General Funds	

4. How will the strategy change the previous arrangements for providing and/or funding this service within the county?

no change

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service: Agreement Name: DODO Contracting Parties: Effective and Ending Dates:

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

n/a

7. Person completing form: Clifton Wilkinson

Phone number: 706-886-9491

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? 💢 yes 🗌 no If not, provide designated contact person(s) and phone number(s) below:



SERVICE DELIVERY STRATEGY SUMMARY OF LAND USE AGREEMENTS

PAGE 3

Answer each question below, attaching additional pages as necessary. Please note that any changes to the answers provided will require updating of the service delivery strategy. If the contact person for this service (listed at the bottom of this page) changes, this should be reported to the Department of Community Affairs.

County: <u>Stephens</u>

Instructions:

1. V	What incompatibilities or conflicts between the land use p	lans of local	governments	were identified in th	ne process of developing
the s	service delivery strategy?				

No incompatibilities or conflicts were identified.

2. Check the boxes indicating how these incompatibilities or conflicts were addressed:

amendments to existing comprehensive plans X adoption of a joint comprehensive plan other measures (amend zoning ordinances,

add environmental regulations, etc.)

Note: If the necessary plan amendments, regulations, ordinances, etc. have not yet been formally adopted, indicate when each of the affected local governments will adopt them.

If "other measures" was checked, describe these measures:

3. Summarize the process that will be used to resolve disputes when a county disagrees with the proposed land use classification(s) for areas to be annexed into a city. If the conflict resolution process will vary for different cities in the county, summarize each process.

Service Delivery Dispute -Resolution Process

4. What policies, procedures and/or processes have been established by local governments (and water and sewer authorities) to ensure that new extraterritorial water and sewer service will be consistent with all applicable land use plans and ordinances?

2.) Sewer service provided by one entity. - See Parsed

Clifton Wilkinson 5. Person completing form:

706-885-9491 Phone number:

_ Date completed: <u>12-21-98</u>

6. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with land use plans of applicable jurisdictions? 🔀 yes 🗌 no

If not, provide designated contact person(s) and phone number(s) below:



SERVICE DELIVERY STRATEGY CERTIFICATIONS

PAGE 4

Instructions: This page must, at a minimum, be signed by an authorized representative of the following governments: 1) the county; 2) the city serving as the county seat; 3) all cities having 1990 populations of over 9,000 residing within the county; and 4) no less than 50% of all other cities with a 1990 population of between 500 and 9,000 residing within the county. Cities with 1990 populations below 500 and authorities providing services under the strategy are not required to sign this form, but are encouraged to do so. Attach additional copies of this page as necessary.

SERVICE DELIVERY STRATEGY FOR STEPHENS

COUNTY

We, the undersigned authorized representatives of the jurisdictions listed below, certify that:

- 1. We have executed agreements for implementation of our service delivery strategy and the attached forms provide an accurate depiction of our agreed upon strategy (O.C.G.A. 36-70-21);
- 2. Our service delivery strategy promotes the delivery of local government services in the most efficient, effective, and responsive manner (O.C.G.A. 36-70-24 (1));
- 3. Our service delivery strategy provides that water or sewer fees charged to customers located outside the geographic boundaries of a service provider are reasonable and are not arbitrarily higher than the fees charged to customers located within the geographic boundaries of the service provider (O.C.G.A. 36-70-24 (2));
- 4. Our service delivery strategy ensures that the cost of any services the county government provides (including those jointly funded by the county and one or more municipalities) primarily for the benefit of the unincorporated area of the county are borne by the unincorporated area residents, individuals, and property owners who receive such service (O.C.G.A. 36-70-24 (3)); and
- 5. The process(es) for resolving land use disputes arising over annexation were established by the July 1, 1998 deadline (O.C.G.A. 36-70-24(4)).

SIGNATURE:	NAME: (Please print or type)	TITLE:	JURISDICTION:	DATE
Winnie Zee	Res Winnie Zeches	Mayor	City of Toccoa	
Winnie Zee Brenda Chap	max Brenda Chapman	Chairman Stephens Co. BOC	Stephens Co.	
		Mayor	City of Avalon	
In JA Micheld Ce	Sle Michael Cole	Mayor	City of Martin	
Stephens County

Phone 886-9491 Fax 886-2185

May 18, 1999

Mr. Rick Brooks Director Planning and Environmental Management Division 60 Executive Park, South, S.E. Atlanta, Georgia 30329-2231

Dear Mr. Brooks,

- As requested in your March 31st letter I have enclosed the following documents for your review:
- Service Delivery Arrangements (page 2) for Law Enforcement
 A copy of our "Dispute Resolution Process" is included on distance
- A copy of our "Dispute Resolution Process" is included and attached to our strategy arrangement
 A copy of a new ordinance to insure compatibility with land use plane use corrected and and and a statement.
- A copy of a new ordinance to insure compatibility with land use plans was approved and enclosed for your review.

Please give me a call if you have any questions or need additional information.

Sincerely,

Willann Clifton Wilkinson Administrator

cc: Board of Commissioners

A Resolution Establishing a

Process to Insure Compatibility with Applicable Land Use Plans and Ordinances and to Resolve Inter-Governmental Land Use Plan and Ordinance Inconsistencies Pursuant to the Provision of New Extra Territorial Water Sewer Services

WHEREAS, the Stephens County Board of Commissioners and the mayor and councils of its political jurisdictions have found it necessary, desirable and in the public interest to establish a formal process to insure that the provision of new extraterritorial water and sewer service is consistent with all applicable land uses plans and ordinances of adjoining local governments, and

WHEREAS, the Stephens County Board of Commissioners and its municipal jurisdictions have determined that a process to insure land use compatibility as it relates to the provision of new extraterritorial water and sewer services and land use plans/ordinances, and

WHEREAS, the Stephens County Board of Commissioners and the governing bodies of the County's municipal jurisdictions have jointly developed a cooperative plan to insure consistency with applicable land use plans/ordinances,

BE IT THEREFORE RESOLVED by the Stephens County Board of Commissioners of Stephens County, Georgia and the governing bodies of the cities of Avalon, Martin, Toccoa, and IT IS **HEREBY RESOLVED** by the authority of same:

Section 1. Effective immediately upon the adoption of this Resolution by the respective governments. The following process for insuring that proposed extraterritorial water and sewer service is compatible with the land use plans/ordinances of the new territory shall be implemented:

1. Prior to initiating the development of water and sewer services in extraterritorial boundaries, the local government proposing the new service will notify the adjacent government of the proposed new service by providing information on location of property, size of area, and existing/proposed land use associated with the property.

2. Within 10 working days following receipt of the above information, the local government, receiving the notice of water/sewer extension will forward to the local government proposing the extension, a statement either: (a) indicating that the proposal is compatible with that community's land use plan and all applicable ordinances; or (b) a description of why the proposal is inconsistent with the land use plan or ordinances providing supporting evidence. If the community proposing the service extension does not receive a response in writing within the deadline, the proposal shall be determine to be consistent with the community's land use plan or land use ordinances.

3. If the community desiring to extend the water or sewer services receives a notification that the proposal is incompatible with the land use plan, the community may respond in writing within 10 days of receiving the notification of land use inconsistency by: (a) requesting a meeting to discuss a formal change to the land use plan; (b)

agreeing with the content of the notification and stopping action on the proposed service extension.

4. In the event the respective jurisdictions seek mediation, the governments will agree on a mediator, mediation schedule, and determine participants in the mediation. Any cost associated with the mediation will be shared pro rata by the county and the city based on population in accordance with the most recent decennial census.

5. A proposal to extend extraterritorial water and sewer service shall not be implemented until any bona fide land use plan or land use ordinance inconsistencies are resolved pursuant to the dispute resolution process.

6. However, the final determination of the land use plan or land use ordinances will be accorded to the governing body receiving the proposed service extension.

Section 2. All ordinances and resolutions in conflict herewith are hereby repealed.

DATE: 5-4-99

ATTEST:

Maney Sowns County Clerk

DATE: 5/4/99

ATTEST:

Vicky L. King City Clerk/Notary

DATE: 5/4/99

ATTEST:

Vick J. King City Clerk/Notary

DATE: 5/4/99

TTEST: Jauskin Isliason ATTEST:

Stephens County Board of Commissioners Brende Chapman

Mayor, City of Avalon, Georgia

Mayor

Mayor, City of Martin, Georgia

Mayor, City of Toccoa. Georgia

Zecke W. Mayor

SERVICE DELIVERY STRATEGY DISPUTE RESOLUTION PROCESS

(SEE O.C.G.A. 36-70-24(4)©)

The Stephens County and the Cities of Avalon, Martin, and Toccoa hereby agree to implement the following process for resolving land use disputes over annexation effective July 1, 1998.

1. Prior to initiating any formal annexation activities, the City will notify the county government of a proposed annexation and provide information on location of property, size of area, and proposed land use or zoning classification(s) (if applicable) of the property upon annexation.

Within 15 working days following receipt of the above information, the county will forward to the city a statement either: (a) indicating that the county has no objection to the proposed land use for the property; or (b) describing its bona fide objection(s) to the city's proposed land use classification, providing supporting information, and listing any possible stipulations or conditions that would alleviate the county's objection(s);

- 2. If the county has no objection to the city's proposed land use or zoning classification, the city is free to proceed with the annexation. If the county fails to respond to the city's notice in writing within the deadline, the city is free to proceed with the annexation and the county loses its right to invoke the dispute resolution process, stop the annexation or object to the land use changes after the annexation.
- 3. If the county notifies the city that it has a bona fide land use classification objection(s), the city will respond to the county in writing within 15 working days of receiving the county's objection(s) by either: (a) agreeing to implement the county's stipulations and conditions and thereby resolving the county's objection(s); (b) agreeing with the county and stopping action on the proposed annexation; © disagreeing with the county's objection(s) are bona fide and notifying the county that the city will seek a declaratory judgement in court; (d) initiating a 30-day (maximum) mediation process to discuss possible compromises.
- 4. If the city initiates mediation, the city and county will agree on a mediator, mediation schedule and determine participants in the mediation. The city and county agree to share equally any costs associated with the mediation.
- 5. If no resolution of the county's bona fide land use classification objection(s) results from the mediation, the city will not proceed with the proposed annexation.
- 6. If the city and county reach agreement as described in step 3 (a) or as a result of the mediation, they will draft an annexation agreement for execution by the city and county governments and the property owner(s).

Regardless of future changes in land use or zoning classification, any site-specific mitigation or enhancement measures or site-design stipulations included in the agreement will be binding on all parties for the duration of the annexation agreement. The agreement shall become final when signed by the city, the county and the property owner(s).

This annexation dispute resolution agreement shall remain in force and effect until amended by agreement of each party or unless otherwise terminated by operation of law.

Attest Vicky King

Mancy Lowns

Mayor City of Martin

Brinda Chapman nd

Chairman **nd** Stephens County Board of Commissioners

CITY ANNEXATION NOTIFICATION FORM

- 1. Describe the location of the area to be annexed or attach a clear map indicating the location (if not previously provided to the county with the notice of proposed annexation).
- 2. How many landowners/parcels will be included?
- 3. How does the city propose to designate this area on its future land use map and/or zoning map if the annexation occurs?
- 4. Attach a copy of the sections of the city development ordinances that identify permitted uses for this proposed land use classification.
- 5. Describe the development plans for the area proposed to be annexed (if the property owner(s) in the area have initiated specific development proposals).
- 6. Indicate any special measures to be implemented or conditions of development that will be imposed on the properties to be annexed to mitigate negative impacts of the annexation proposal on surrounding properties.

Form completed by:

Signature_

Date:

COUNTY COMMENTS ON PROPOSED ANNEXATION FORM

- 1. How is the area proposed to be annexed designated on the county's future land use map?
- 2. If the county has zoning, what is the current (county) zoning classification for the area proposed to be annexed?
- 3. Has the county previously denied requests for a change of zoning (or general land use) classification in the area proposed to be annexed? If so, provide details.
- 4. How would the city's development controls for the proposed land use classification of the area to be annexed differ from the county's current development controls (i.e., permitted density, allowed uses, required setbacks, height restrictions, permitted signage, etc.)?
- 5. Would any of the uses allowed under the city's proposed land use classification of the area to be annexed have potentially negative impacts on the surrounding areas? If so, describe these.
- 6. Identify any county owned public facilities in the area proposed to be annexed.
- Does the county have bona fide land use classification objections to the annexation? If so, list these and attach supporting information as needed to clarify the objections.
- 8. If the county objects to the city's plans for the area to be annexed, are there any mitigation measures or conditions of development that would allay the county's concerns? If so, list these.

Form completed by:__

Signature

Date:

Amendits Amendits THE ZONING PROCEDURES THE LATEON TO ANNEXATION THE ZONING PROCEDURES THE LATEON TO ANNEXATION THE ZONING Procedures involved to realy for a informational adjoint on the proposed anorazona The Zoning Te-Actions To Example on Example of a informational adjoint on the proposed anorazona The Zoning Te-Actions To Example on Example of a informational adjoint on the proposed anorazona The Zoning Te-Actions To Example on The Coloration State on the proposed anorazona The Teacher of the Toron Soning Toron Soning Toron Toron The Teacher of the Toron Soning Toron	7:		icluding: a public hearing.	s before the public hearing. 9 of the proposed annexation	lowing the required hearing		First Day of Next Month	Annexation becomes effective Zoning becomes effective	
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ZONING PROCEE The Zoning Procedures Law (O.C.G.A. 36-66-1 ef seq.) spells: Public nolice of the Zoning 15-45 days prior to the public hearth. For all annexation methods, zoning procedures may legally be to the County Commission. The required zoning tis-45 days prior to the public hearth. For all annexation methods, zoning procedures may legally be to the Commission. The required zoning hearing must be held prior to the annexation becomes effective on the later of a) the date the Zoning is approved to the annexation Day 5 Ginning Hearing MI.Annexation Methods All Annexation Onling Hearing Municipality may Onling Hearing		<u>Appendix C</u>	OURES TIME-LINE (IN RELATION out statewide requirements for local g, and posting of an Informational s	commenced on day five, after the C	on adoption. The zoning classification ved; or b) the date the annexation		15 Days prior to Zoning Hearing	Sign must be placed on property containing information required In local ordinance	
The Zoning Procedures Law public notice of the zoning 1 For all annexation methods, to the County Commission. The required zoning hearing becomes effective on the lat All Annexation Municipality may begin process for county Municipality may begin process for establishing zoning (i.e., next three steps)			ZONING PROCEL (O.C.G.A. 36-66-1 <i>et seq.</i>) spells c 5-45 days prior to the public hearing	zoning procedures may legally be c	must be held prior to the annexatio er of a) the date the zoning is appro		15-45 Days prior to Zoning Hearing	City must advertise notice of zoning that includes: time, date and place of meeting location of the property existing and proposed zoning	
		÷	The Zoning Procedures Law public notice of the zoning 1	For all annexation methods, to the County Commission.	The required zoning hearing becomes effective on the late	<u>All Annexation Methods</u>	Day 5	Written annexation notice given to County Municipality may begin process for establishing zoning (i.e., next three steps)	

Appendix C

ANNEYATION TIME - 1 INC

100% Method			ANNEXATION TIME - LINES	AE - LINES		
Day 1	Day 5*				Council Meeting	First Day of Next Month After Ali Recultements Met
Filing of Petition for Annexation	City Council must give written notice** of proposed annexation to County Commission			e e	Council Adopts annexation ordinance	Annexation becomes effective
60% Method						
Day 1	Day 5°		2 weeks prior to hearing	15 - 45 days after validation	within 60 Days of validation	First Day of Next Month
Filing of petition for annexation	City Council must give written notice of proposed annexation to Coulnty Commission	City Council determines if petition is valid AND Prepares a plan for extending city services to annexed area (no time limit)	Council gives notice of public hearing	Public hearing on proposed annexation	Council adopts annexation ordinance	Annexation becomes effective****
 Notice must Notice must A maximum 	Notice must be given within 5 business days of receipt of the annexation petition. Notice must be given by certified mail, return receipt requested. A maximum period of one year is allowed for collecting signatures for a petition u	lays of receipt of the lurn receipt requeste for collecting signat	of the annexation petition. quested. signatures for a netition under 600, mothod	nder 60% mothod		

*** A maximum period of one year is allowed for collecting signatures for a petition under 60% method. **** Annexations by this method may be challenged by any resident voter within 30 days after annexation becomes effective.

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		First Day of Next Month After Ali Requirements Met	Annexation becomes effective
ANNEXATION TIME - LINES		Days 90 - 120	Referendum (must be held * on one of four dates authorized for special elections)*
ANNEXATI		Days 30 - 60	City council must hold public hearing AND Publish written notice of hearing in newspaper (3 consecutive weeks; last publication-7 days before hearing) AND Prepare a plan for extending services to the annexed area AND Prepare a report of plan for the public (14 days before hearing)
	<u>Resolution & Referendum Method</u>	Day 5°	City Council must give written notice of proposed annexation to County Commission
	<u>Resolution & Re</u>	Day 1	Clty Council adopts resolution of Intent to Annex AND Sets date of public hearing

Notice must be given within 5 business days of adoption of the annexation resolution.
 There are four permissible dates for holding a referendum (the third Tuesday in March, the third Tuesday in June or the date of the general primary, the third Tuesday in September, the Tuesday after the first Monday in November).

Appendix C

Automation by Local Act of the General Assembly	ALL OF LITE GENERAL AS	sembly		
Day 1	Days 3 - 61***	Days 8 +	Referendum*****	First Day of the Next Month After All Requirements Met
Advertisement of Notice of Intent to introduce Local Act to annex area AND Provide copy of proposed Local Act to county* (on same date)	Introduction of Local Act containing proposed annexation	A minimum of 5 days is required for enactment of Local Acts by both houses of the General Assembly, but may be introduced at any time during the legislative session	A referendum is required by General Law for annexations by this method iF the population of the area to be annexed is more than 500 or 3% of the city's total population A referendum may also be required by the Local Act at the discretion of the Act's sponsor	Annexation becomes effective

Appendix C

Introduced until at least the next calendar week after the date of publication.
This time period is dependent upon the date of publication of the notice of intent and upon the meeting schedule of the General Assembly.
There are four permissible dates for holding a referendum (the third Tuesday in March, the third Tuesday in June or the date of the general primary, the third Tuesday in September, the Tuesday in September, the Tuesday in September, the third Tuesday in June or the date of the general primary, the third Tuesday in September, the Tuesday in September, the Tuesday after the first Monday in November).

A Resolution Establishing a

1. 1. 1.

Process to Insure Compatibility with Applicable Land Use Plans and Ordinances and to Resolve Inter-Governmental Land Use Plan and Ordinance Inconsistencies Pursuant to the Provision of New Extra Territorial Water Sewer Services

WHEREAS, the Stephens County Board of Commissioners and the mayor and councils of its political jurisdictions have found it necessary, desirable and in the public interest to establish a formal process to insure that the provision of new extraterritorial water and sewer service is consistent with all applicable land uses plans and ordinances of adjoining local governments, and

WHEREAS, the Stephens County Board of Commissioners and its municipal jurisdictions have determined that a process to insure land use compatibility as it relates to the provision of new extraterritorial water and sewer services and land use plans/ordinances, and

WHEREAS, the Stephens County Board of Commissioners and the governing bodies of the County's municipal jurisdictions have jointly developed a cooperative plan to insure consistency with applicable land use plans/ordinances,

BE IT THEREFORE RESOLVED by the Stephens County Board of Commissioners of Stephens County, Georgia and the governing bodies of the cities of Avalon, Martin, Toccoa, and IT IS **HEREBY RESOLVED** by the authority of same:

<u>Section 1.</u> Effective immediately upon the adoption of this Resolution by the respective governments. The following process for insuring that proposed extraterritorial water and sewer service is compatible with the land use plans/ordinances of the new territory shall be implemented:

1. Prior to initiating the development of water and sewer services in extraterritorial boundaries, the local government proposing the new service will notify the adjacent government of the proposed new service by providing information on location of property, size of area, and existing/proposed land use associated with the property.

2. Within 10 working days following receipt of the above information, the local government, receiving the notice of water/sewer extension will forward to the local government proposing the extension, a statement either: (a) indicating that the proposal is compatible with that community's land use plan and all applicable ordinances; or (b) a description of why the proposal is inconsistent with the land use plan or ordinances providing supporting evidence. If the community proposing the service extension does not receive a response in writing within the deadline, the proposal shall be determine to be consistent with the community's land use plan or land use ordinances.

3. If the community desiring to extend the water or sewer services receives a notification that the proposal is incompatible with the land use plan, the community may respond in writing within 10 days of receiving the notification of land use inconsistency by: (a) requesting a meeting to discuss a formal change to the land use plan; (b)

agreeing with the content of the notification and stopping action on the proposed service extension.

4. In the event the respective jurisdictions seek mediation, the governments will agree on a mediator, mediation schedule, and determine participants in the mediation. Any cost associated with the mediation will be shared pro rata by the county and the city based on population in accordance with the most recent decennial census.

5. A proposal to extend extraterritorial water and sewer service shall not be implemented until any bona fide land use plan or land use ordinance inconsistencies are resolved pursuant to the dispute resolution process.

6. However, the final determination of the land use plan or land use ordinances will be accorded to the governing body receiving the proposed service extension.

Section 2. All ordinances and resolutions in conflict herewith are hereby repealed.

DATE: 5-4-49

ATTEST:

Moncy bacons County Clerk

Stephens County Board of Commissioners Chairperson

SERVICE DELIVERY STRATEGY DISPUTE RESOLUTION PROCESS

(SEE O.C.G.A. 36-70-24(4)©)

The Stephens County and the Cities of Avalon, Martin, and Toccoa hereby agree to implement the following process for resolving land use disputes over annexation effective July 1, 1998.

- 1. Prior to initiating any formal annexation activities, the City will notify the county government of a proposed annexation and provide information on location of property, size of area, and proposed land use or zoning classification(s) (if applicable) of the property upon annexation.
 - Within 15 working days following receipt of the above information, the county will forward to the city a statement either: (a) indicating that the county has no objection to the proposed land use for the property; or (b) describing its bona fide objection(s) to the city's proposed land use classification, providing supporting information, and listing any possible stipulations or conditions that would alleviate the county's objection(s);
- 2. If the county has no objection to the city's proposed land use or zoning classification, the city is free to proceed with the annexation. If the county fails to respond to the city's notice in writing within the deadline, the city is free to proceed with the annexation and the county loses its right to invoke the dispute resolution process, stop the annexation or object to the land use changes after the annexation.
- 3. If the county notifies the city that it has a bona fide land use classification objection(s), the city will respond to the county in writing within 15 working days of receiving the county's objection(s) by either: (a) agreeing to implement the county's stipulations and conditions and thereby resolving the county's objection(s); (b) agreeing with the county and stopping action on the proposed annexation; © disagreeing with the county's objection(s) are bona fide and notifying the county that the city will seek a declaratory judgement in court; (d) initiating a 30-day (maximum) mediation process to discuss possible compromises.
- 4. If the city initiates mediation, the city and county will agree on a mediator, mediation schedule and determine participants in the mediation. The city and county agree to share equally any costs associated with the mediation.
- 5. If no resolution of the county's bona fide land use classification objection(s) results from the mediation, the city will not proceed with the proposed annexation.
- 6. If the city and county reach agreement as described in step 3 (a) or as a result of the mediation, they will draft an annexation agreement for execution by the city and county governments and the property owner(s).

Regardless of future changes in land use or zoning classification, any site-specific mitigation or enhancement measures or site-design stipulations included in the agreement will be binding on all parties for the duration of the annexation agreement. The agreement shall become final when signed by the city, the county and the property owner(s). This annexation dispute resolution agreement shall remain in force and effect until amended by agreement of each party or unless otherwise terminated by operation of law.

<u>Vicky King</u> Attest <u>Mancy Sowne</u> Attest Attest

Mayor

City of Avalon

Brenda Chapman Chairman

Stephens County Board of Commissioners

CITY ANNEXATION NOTIFICATION FORM

- 1. Describe the location of the area to be annexed or attach a clear map indicating the location (if not previously provided to the county with the notice of proposed annexation).
- 2. How many landowners/parcels will be included?
- 3. How does the city propose to designate this area on its future land use map and/or zoning map if the annexation occurs?
- 4. Attach a copy of the sections of the city development ordinances that identify permitted uses for this proposed land use classification.
- 5. Describe the development plans for the area proposed to be annexed (if the property owner(s) in the area have initiated specific development proposals).
- Indicate any special measures to be implemented or conditions of development that will be imposed on the properties to be annexed to mitigate negative impacts of the annexation proposal on surrounding properties.

Form completed by:

Signature

_Date:__

COUNTY COMMENTS ON PROPOSED ANNEXATION FORM

1. How is the area proposed to be annexed designated on the county's future land use map?

- 2. If the county has zoning, what is the current (county) zoning classification for the area proposed to be annexed?
- 3. Has the county previously denied requests for a change of zoning (or general land use) classification in the area proposed to be annexed? If so, provide details.
- 4. How would the city's development controls for the proposed land use classification of the area to be annexed differ from the county's current development controls (i.e., permitted density, allowed uses, required setbacks, height restrictions, permitted signage, etc.)?
- 5. Would any of the uses allowed under the city's proposed land use classification of the area to be annexed have potentially negative impacts on the surrounding areas? If so, describe these,
- 6. Identify any county owned public facilities in the area proposed to be annexed.
- 7. Does the county have bona fide land use classification objections to the annexation? If so, list these and attach supporting information as needed to clarify the objections.
- 8. If the county objects to the city's plans for the area to be annexed, are there any mitigation measures or conditions of development that would allay the county's concerns? If so, list these.

Form completed by:___

Signature

Date:

	y: a public hearing, e the public hearing.	s proposed annexation the required hearing		Firsl Day of Next Month	Annexation becomes alfective Zoning becomes elfective
O ANNEXATION)	The Zoning Procedures Law (O.C.G.A. 36-66-1 <i>et seq.</i>) spells out statewide requirements for local government zoning procedures including; a public hearing, public notice of the zoning 15-45 days prior to the public hearing, and posting of an informational sign on the property at least 15 days before the public hearing.	For all annexation methods, zoning procedures may legally be commenced on day five, after the City Council has given written notice of the proposed annexation to the County Commission. The required zoning hearing must be held prior to the annexation adoption. The zoning classification approved by the municipality following the required hearing		Date of Zoning Hearing	Hearing held in accordance with locally adopled procedures Council approves zoning Council adopis annexation ordinance
Appendix C JRES TIME-LINE (IN RELATION TO ANNEXATION)	, It statewide requirements for local g and posting of an informational sig	mmenced on day five, alter the Clt adoption. The zoning classification		15 Days prior to Zoning Hearing	Sign must be placed on property containing information required in tocal ordinance
ZONING PROCEDURE	(O.C.G.A. 36-66-1 <i>et seq.</i>) spells ou -45 days prior to the public hearing.	coning procedures may legally be co must be held prior to the annexation	All Annexation Methods	15-45 Days prior lo Zoning Hearing	Clly must advertise notice of zoning that includes: • time, date and place of meeting • location of the property • existing and proposed zoning
	The Zoning Procedures Law (public notice of the zoning 15	For all annexation methods, z to the County Commission. The required zoning hearing r	<u>Ali Annexation Methods</u>	Day 5	Written annexailon noilce given to County Municipality may begin process for estabilishing zoning (i.e., next three steps)

P. 06

Council Meeling First Day of Next Month After All Requirements Met	Council Adopts Annexation becomes annexation ordinance effective		2 weeks prior 15 - 45 days within 60 Days of to hearing after validation validation First Day of Next Month	City Council Council gives Public hearing Council adopts Annexation becomes determines notice of on proposed annexation annexation ordinance effective**** AND AND Prepares a plan for extending city services to annexed area function the function of the function annexed area function annexed area function for extending city services for annexed area function for extending for time function annexed area function for extending city services for annexed area function for extending for time function annexed area function for extending for time function for extending for exten
Day 5°	Clty Councit must give written notice of proposed annexation to County Commission		Day 5*	City Council must give wrliten notice** of proposed annexation to County Commission
<u>100% Method</u> Day t	Fitting of Pelllion for Annexallon	60% Method	Day 1	Filing of patition for annexation**

JUN-01-1999 TUE 10:03 AM STEPHENS CO BD OF COMM

P. 07

Appendix C	ANNEXATION TIME - LINES		Days 90 - 120 First Day of Next Monlh After All Requirements Met	Referendum Annexation becomes inust be held * affective nolice dates authorized on one of four affective on one of four affective or one of four affective or one of four affective or one of four affective on one of four affective or one of four affective or special elections)* affective veeks; affective
-	ANNEXA		Days 30 - 60	Clty council must hold public hearing AND Publish written notice of hearing in newspaper (3 consecutive weeks; last publication-7 days before hearing) AND Prepare a plan for extending services to the annexed area AND Prepare a report of plan for the public (14 days before hearing)
		rendum Method	Day S* I	City Council must give written noilce of proposed annexation to County Commission to County Commission
		<u>Resolution & Referendum Method</u>	Day 1	City Council adopts resolution of intent to Annex AND Sets date of public hearing

Notice must be given within 5 business days of adoption of the annexation resolution.
 There are four permissible dates for holding a referendum (the third Tuesday in March, the third Tuesday in June or the date of the general primary, the third Tuesday in September, the Tuesday after the first Monday in November).

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SERVICE DELIVERY STRATEGY DISPUTE RESOLUTION PROCESS (SEE O.C.G.A. 36-70-24(4)©) na

The City of Toccoa and Stephens County hereby agree to implement the following process for resolving land use disputes over annexation effective July 1, 1998.

1. Prior to initiating any formal annexation activities, the City will notify the county government of a proposed annexation and provide information on location of property, size of area, and proposed land use or zoning classification(s) (if applicable) of the property upon annexation.

Within 15 working days following receipt of the above information, the county will forward to the city a statement either: (a) indicating that the county has no objection to the proposed land use for the property; or (b) describing its bona fide objection(s) to the city's proposed land use classification, providing supporting information, and listing any possible stipulations or conditions that would alleviate the county's objection(s);

- 2. If the county has no objection to the city's proposed land use or zoning classification, the city is free to proceed with the annexation. If the county fails to respond to the city's notice in writing within the deadline, the city is free to proceed with the annexation and the county loses its right to invoke the dispute resolution process, stop the annexation or object to the land use changes after the annexation.
- 3. If the county notifies the city that it has a bona fide land use classification objection(s), the city will respond to the county in writing within 15 working days of receiving the county's objection(s) by either: (a) agreeing to implement the county's stipulations and conditions and thereby resolving the county's objection(s); (b) agreeing with the county and stopping action on the proposed annexation; © disagreeing with the county's objection(s) are bona fide and notifying the county that the city will seek a declaratory judgement in court; (d) initiating a 30-day (maximum) mediation process to discuss possible compromises.
- 4. If the city initiates mediation, the city and county will agree on a mediator, mediation schedule and determine participants in the mediation. The city and county agree to share equally any costs associated with the mediation.
- 5. If no resolution of the county's bona fide land use classification objection(s) results from the mediation, the city will not proceed with the proposed annexation.
- 6. If the city and county reach agreement as described in step 3 (a) or as a result of the mediation, they will draft an annexation agreement for execution by the city and county governments and the property owner(s).

Regardless of future changes in land use or zoning classification, any site-specific mitigation or enhancement measures or site-design stipulations included in the agreement will be binding on all parties for the duration of the annexation agreement. The agreement shall become final when signed by the city, the county and the property owner(s). This annexation dispute resolution agreement shall remain in force and effect until amended by agreement of each party or unless otherwise terminated by operation of law.

Junhine Gluason

Mancy Down

Mayor City of Toccoa

Bethil Crenthen

Chairman Stephens County Board of Commissioners

CITY ANNEXATION NOTIFICATION FORM

- 1. Describe the location of the area to be annexed or attach a clear map indicating the location (if not previously provided to the county with the notice of proposed annexation).
- 2. How many landowners/parcels will be included?
- 3. How does the city propose to designate this area on its future land use map and/or zoning map if the annexation occurs?
- 4. Attach a copy of the sections of the city development ordinances that identify permitted uses for this proposed land use classification.
- 5. Describe the development plans for the area proposed to be annexed (if the property owner(s) in the area have initiated specific development proposals).
- 6. Indicate any special measures to be implemented or conditions of development that will be imposed on the properties to be annexed to mitigate negative impacts of the annexation proposal on surrounding properties.

Form completed by:

Signature

Date:

COUNTY COMMENTS ON PROPOSED ANNEXATION FORM

- 1. How is the area proposed to be annexed designated on the county's future land use map?
- 2. If the county has zoning, what is the current (county) zoning classification for the area proposed to be annexed?
- 3. Has the county previously denied requests for a change of zoning (or general land use) classification in the area proposed to be annexed? If so, provide details.
- 4. How would the city's development controls for the proposed land use classification of the area to be annexed differ from the county's current development controls (i.e., permitted density, allowed uses, required setbacks, height restrictions, permitted signage, etc.)?
- 5. Would any of the uses allowed under the city's proposed land use classification of the area to be annexed have potentially negative impacts on the surrounding areas? If so, describe these.
- 6. Identify any county owned public facilities in the area proposed to be annexed.
- 7. Does the county have bona fide land use classification objections to the annexation? If so, list these and attach supporting information as needed to clarify the objections.
- 8. If the county objects to the city's plans for the area to be annexed, are there any mitigation measures or conditions of development that would allay the county's concerns? If so, list these.

Form completed by:_

Signature

Date:

	-	uding: a public hearing. before the public hearing.	of the proposed annexation	wing the required hearing		First Day of Next Month	Annexation becomes effective ceffective
	O ANNEXATION)	lewide requirements for local government zoning procedures including: a public hearing, posting of an informational sign on the property at least 15 days before the public hearing.	/ Council has given written notice o	approved by the municipality follov scomes effective.		Date of Zoning Hearing	Hearing held in accordance with locally adopted procedures Council approves zoning Council adopts annexation ordinance
<u>Appendix C</u>	ZONING PROCEDURES TIME-LINE (IN RELATION TO ANNEXATION)	it statewide requirements for local ge and posting of an informational sign	ommenced on day five, after the City	adoption. The zoning classification- ed; or b) the date the annexation be		15 Days prior to Zoning Hearing	Sign must be placed on property containing information required in local ordinance
	ZONING PROCEDL	The Zoning Procedures Law (O.C.G.A. 36-66-1 <i>et seq.</i>) speils out statewide requirements for local government zoning procedures including: a public hearing, public notice of the zoning 15-45 days prior to the public hearing, and posting of an informational sign on the property at least 15 days before the public hearing.	For all annexation methods, zoning procedures may legally be commenced on day five, after the City Council has given written notice of the proposed annexation to the County Commission.	The required zoning hearing must be held prior to the annexation adoption. The zoning classification approved by the municipality following the required hearing becomes effective on the later of a) the date the zoning is approved; or b) the date the annexation becomes effective.		15-45 Days prior to Zoning Hearing	City must advertise notice of zoning that includes: Itme, date and place of meeting property existing and proposed zoning
		The Zoning Procedures Law public notice of the zoning 15	For all annexation methods, to the County Commission.	The required zoning hearing becomes effective on the tate	All Annexation Methods	Day 5	Written annexation notice given to County Municipality may begin process for establishing zoning (i.e., next three steps)

			Appendix C	0		
			ANNEXATION TIME - LINES	E - LINES		
100% Method						
Day 1	Day 5*				Council Meeting	First Day of Next Month After All Requirements Met
Filing of Petition for Annexation	City Council must give written notice** of proposed annexation to County Commission			Å R	Council Adopts annexation ordinance	Annexation becomes effective
60% Method						
Day 1	Day 5*		2 weeks prior to hearing	15 - 45 days after validation	within 60 Days of validation	First Day of Next Month
Filing of petition for annexation	City Council must give written notice** of proposed annexation to County Commission	City Council determines if petition is valid AND Prepares a plan for extending city services to annexed area (no time limit)	Council gives notice of public hearing	Public hearing on proposed annexation	Council adopts annexation ordinance	Annexation becomes effective
 Notice mus Notice mus A maximum Annexation: 	Notice must be given within 5 business days of receipt of the annexation petition. Notice must be given by certified mail, return receipt requested. A maximum period of one year is allowed for collecting signatures for a petition u Annexations by this method may be chailenged by any resident voter within 30 da		of the annexation petition. quested. signatures for a petition under 60% method. resident voter within 30 days after annexatio	of the annexation petition. Juested. signatures for a petition under 60% method. esident voter within 30 days after annexation becomes effective.	becomes effective.	

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<u>Appendix C</u>

ANNEXATION TIME - LINES

Day 1	Day 5*	Days 30 - 60	Days 90 - 120	First Day of Next Month - After All Requirements Met	
City Council adopts resolution of Intent to Annex AND Sets date of public hearing	City Council must give written notice of proposed annexation to County Commission	City councit must hold public hearing AND Publish written notice of hearing in newspaper (3 consecutive weeks; last publication-7 days before hearing) AND Prepare a plan for extending services to the annexed area AND Prepare a report of plan for the public (14 days before hearing)	Referendum (must be heid " on one of four dates authorized for special elections)**	Annexation becomes effective	

Notice must be given within 5 business days of adoption of the annexation resolution.
 There are four permissible dates for holding a referendum (the third Tuesday in March, the third Tuesday in June or the date of the general primary, the third Tuesday in September, the Tuesday after the first Monday in November).

Annexation by Local Act of the General Assembly Balant First Days 3 - 61*** Days 3 - 61*** Days 3 - 61*** Days 3 - 61*** Days of the Next Month Day 1 Days 3 - 61*** Days 8 + **** Relerendum*** First Day of the Next Month Advertisement Introduction A minimum of of Local Act Farst Day of the Next Month After All Requirements Met Advertisement Introduction A minimum of of Local Act A referendum is , required by General Annexations Intent to of Local Act 5 days is required required by General Annexations Intent to of Local Act 5 days is required required by General Annexations Intent to of Local Act 5 days is required required by General Annexations Intent to of Local Acts by intent of Intent annexations Annexations Annexation becomes Intent to of Local Acts by intent of Intent annexations Intent annexations Annexation becomes Annexation bit meshod Intent annexations bit he area to be Intent annexations Annexation bit he area to be bit he area to be bit he area to be Annexation bit he area to be bit he area to be bit he area to be Annex Annex </th <th>Ifon by Local Act of the General Assembly Item Number of the General Assembly Days 3 - 61 ··· Days 8 +···· Referendum Days 3 - 61 ··· Days 8 +···· Referendum First Day of the Next Month eement Introduction Aminimum of a direction A referendum First Day of the Next Month eoof of Local Acts 5 days is required of Local Acts by proposed A referendum is - containing Amexation becomes affective Amexation becomes affective eoof of Local Acts by proposed If the population of the General Assembly, but may be introduced A referendum is - containing Amexation becomes affective eoof of Local Acts by proposed If the population of the annexation Annexation becomes affective Annexation becomes affective copy annexation Interact bots Interact bots Annexation becomes affective Annexation becomes affective copy annexation If the population of the annexation Interact bots Interact bots copy annexation Interact bots Interact bots Interact bots copy anteract bots Interact bots Interact bots Interact bots copy addels Areferendum Areferendum Areferendum copy addels <</th> <th></th> <th></th> <th>ANNEXA</th> <th>Appendix C ANNEXATION TIME - LINES</th> <th></th>	Ifon by Local Act of the General Assembly Item Number of the General Assembly Days 3 - 61 ··· Days 8 +···· Referendum Days 3 - 61 ··· Days 8 +···· Referendum First Day of the Next Month eement Introduction Aminimum of a direction A referendum First Day of the Next Month eoof of Local Acts 5 days is required of Local Acts by proposed A referendum is - containing Amexation becomes affective Amexation becomes affective eoof of Local Acts by proposed If the population of the General Assembly, but may be introduced A referendum is - containing Amexation becomes affective eoof of Local Acts by proposed If the population of the annexation Annexation becomes affective Annexation becomes affective copy annexation Interact bots Interact bots Annexation becomes affective Annexation becomes affective copy annexation If the population of the annexation Interact bots Interact bots copy annexation Interact bots Interact bots Interact bots copy anteract bots Interact bots Interact bots Interact bots copy addels Areferendum Areferendum Areferendum copy addels <			ANNEXA	Appendix C ANNEXATION TIME - LINES	
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	This advertisement must be published in the newspaper in which sheriff's advertisements are published one time before the Local Act is introduced. Fallure to provide a copy of the proposed Local Act to the county governing authority will result in the annexation being void. Advertisement of Intent to Introduce Local Legislation may be published at any time within 60 days before the convening of the legislative session at which the Local Act is introduced, or it may be published during the legislative session. If the advertisement is published during the session, the Bill may not be	Advertisement of Notice of Intent to introduce Local Act to annex area AND Provide copy of proposed Local Act to county* (on same date)	Introduction of Local Act containing proposed annexation	A minimum of 5 days is required ior enactment of Local Acts by both houses of the General Assembly, but may be Introduced at any time during the legislative session	A referendum is required by General Law for annexations by this method IF the population of the area to be annexed is more than 500 or 3% of the city's total population A referendum may also be required by the Local Act at the discretion of the Act's sponsor	Annexation becomes effective