



**CITY OF BATTLE GROUND**  
COMMUNITY DEVELOPMENT DEPARTMENT  
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## **Annexation Fact Sheet**

### **Annexation Process**

The most frequently used method of annexing unincorporated territory is by the petition process, or the “60% petition annexation method”. In basic terms, it requires that for an annexation to be perfected, a petition must be signed by owners representing at least 60% of the assessed valuation of the area to be annexed. This is based on value, not land mass, so it is possible for a minority of the property owners to have a majority of the value.

- Notice of Intent to annex submitted to City Council: must contain signatures representing not less than 10% of the owners of the acreage.
- Council receives notice of intent and sets public meeting with petitioners for consideration
- Council holds public meeting for consideration and action on Notice of Intent (accept/rejects) and whether a simultaneous adoption of zoning regulations will occur and whether the City will require assumption of all or any portion of existing City indebtedness by the area to be annexed.
- Petitioners submit petitions signed by owners representing not less than 60% of the value of the property within the area to be annexed.
- City accepts petition, submits it for certification to the Clark County Assessor within three days, and sets date for public hearing.
- Council holds public hearing on petition.
- Council adopts ordinance annexing property.

Other methods of annexation include:

- Election Method Annexations
- “New” Petition Method
- Annexation of “Unincorporated Islands”

### **Zoning, Environmental and Other Ordinances**

Annexation results in the governing zoning changing. If land were annexed into the City, the city’s development and environmental regulations would govern any land use in the annexation area. Existing development is not typically affected by the change in jurisdiction with respect to environmental and land use regulations unless new development or re-development were proposed. As is true with any development regulations developed and adopted by the City or the County, they can be amended in the future after the appropriate public process before the Planning Commission and elected legislative body.

### **Miscellaneous**

Streets within the area annexed would likely be renamed to be consistent with the City name/numbered streets; homes and businesses on these streets would be re-addressed.

Annexation into City Limits would also extend C-TRAN services by being within the City limits.

The City of Battle Ground has adopted a business license program. This program requires individuals or companies that are conducting business inside the City to obtain a business license, even if their business location is not within the City. For example, commercial delivery services (UPS, FedEx, etc.) are required to obtain a business license even though their base of their operation is located outside the City. Please consult the current City of Battle Ground [Fee Schedule](#) for business license fees.

Annexation does not impact school district boundaries.

Annexation is not anticipated to have a direct impact on the City's future growth and density decisions except for the fact that annexation is a way to realize the policy decisions that were made when the existing comprehensive plan was adopted. The current comprehensive plan anticipates that the City will be the ultimate urban service provider for all land within the Urban Growth Boundary or Area (UGA). Annexation would, in this manner, result in the City coming closer to realizing the existing comprehensive plan.