



Minden-Gardnerville Sanitation District
1790 Hwy 395 N
Minden NV 89423
Phone: (775) 782-3546
Email: Staff@MGSDistrict.org
Website: www.MGSDistrict.org

Petition for Annexation/Contract of Service

- *Submit this application to request annexation of property located outside of the District's boundary at least 15 days prior to a Regular Board Meeting (first Tuesday of every month).*
- *Complete the application and submit with all required attachments to the District via mail or email.*
- *The information you provide must be complete and accurate. If you have any questions please contact the District.*

1. PROPERTY INFORMATION:

Assessor Parcel No. of Property: _____
Total Acreage to be Annexed/Contracted: _____
Address of Property (if known): _____
Property Nearest to: ☐ Town of Minden ☐ Town of Gardnerville

2. PROPERTY OWNER:

Name(s): _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Email: _____

OR:

Owner's Representative:

Name(s): _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Email: _____



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3. ANNEXATION REQUIREMENTS:

- ☐ APPLICATION FEE: \$1,316 for annexation of property, to be paid via check to the District at the time this application is submitted.
- ☐ PROOF OF OWNERSHIP: A preliminary title report concerning said property issued within the past 60 days **and** a written statement from the owners that there has not been a change since that date.
- ☐ LEGAL DESCRIPTION: An accurate legal description of the property stamped and signed by a surveyor or engineer licensed in the State of Nevada. The legal description must also include the acreage of the parcel.
- ☐ VICINITY MAP: A vicinity map showing the area to be annexed in relation to existing district boundaries. Assessor's map is acceptable.
- ☐ ACKNOWLEDGEMENTS: **Notarized** signatures of the acknowledgements of fees (see page 3).
- ☐ OWNER'S REPRESENTATIVE: An Authority to Represent form **must** be signed by the owner(s) if a representative is filing for the Petition of Annexation/Contract of Service (see page 4).
- ☐ ACREAGE FEES: After this Petition for Annexation/Contract of Service has been approved by the District Board, the applicant shall pay \$773.00 per acre for the entire area to be annexed.
- ☐ CAPACITY FEES: After this Petition for Annexation/Contract of Service has been approved by the District Board, the applicant shall pay the capacity fee of \$5,875.00 per EDU in addition to an account setup fee of \$56 within 9 months of allocation, or upon approval of the final map, whichever occurs first.

I am the owner of the described property and hereby petition the MINDEN-GARDNERVILLE SANITATION DISTRICT for annexation to the District.

I certify that this application and the documents submitted with it are true and correct to the best of my (our) knowledge and ability.

Property Owner

Date

Property Owner's Representative

Date



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4. ACKNOWLEDGEMENTS:

If it is necessary for the District to obtain professional services, including but not limited to, attorneys; engineers; planners; architects; surveyors or other consultants, and/or to incur costs related to any required notices or recordations, in connection with this Petition for Annexation/Contract of Service, then the Owner/Owner's Representative shall be jointly and severally liable for the payment of such professional fees and costs, as shall actually be incurred by the District.

BY SIGNING BELOW, THE OWNER/OWNER'S REPRESENTATIVE ACKNOWLEDGE THAT EACH OF THEM HAS READ THE FOREGOING PARAGRAPH AND UNDERSTANDS AND AGREES TO COMPLY WITH THE TERMS SET FORTH HEREIN. THE OWNER/OWNER'S REPRESENTATIVE AGREE THAT BOTH SHALL BE JOINTLY AND SEVERALLY LIABLE FOR PAYMENT OF THE FEES REFERRED TO ABOVE.

Property Owner

Date

Property Owner's Representative

Date



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5. AUTHORITY TO REPRESENT:

AUTHORITY TO REPRESENT

I, _____, hereby authorize _____ to act as my representative at all Minden-Gardnerville Sanitation District (MGSD) Board Meetings related to the information contained within this Petition for Annexation/Contract of Service. This authorization grants the named representative full power and authority to speak, make decisions, and take any actions on my behalf at such meetings, as if I were personally present. This authorization is strictly limited to the above-named individual and does not extend to any other person.

This authority to represent shall commence upon the date of execution herein and shall continue up to the completion of the Petition for Annexation/Contract of Service unless otherwise revoked by written notice from me.

REPRESENTATIVE (Print Name)

REPRESENTATIVE (Signature)

STATE OF _____)

: SS

COUNTY OF _____)

On _____, 20____, personally appeared before me, a Notary Public, _____, who acknowledged that they executed the above instrument.

Notary Public

SEAL