

City of Charleston, South Carolina

# Application to Annex

[charleston-sc.gov/join](http://charleston-sc.gov/join) | 843-577-1686 | annex@charleston-sc.gov

## Owner Information

Please complete the following application to request that your property be incorporated into the municipal limits of the City of Charleston. Phone numbers and emails will not be published. All owners of the property must sign page two of this document and submit it to Annexation Planner. *\*Required*

**\*Property Owner(s):** \_\_\_\_\_  
**\*Mailing Address:** \_\_\_\_\_  
**\*City:** \_\_\_\_\_ **\*State:** \_\_\_\_\_ **\*Zip Code:** \_\_\_\_\_  
**\*Phone Number:** \_\_\_\_\_ **\*Email:** \_\_\_\_\_

## Property Information

Cities must provide The Justice Department with the population demographics & land use of each property added to the City. Write "None" if the property is vacant. Population data is used to create voting districts and does not impact the decision to approve your annexation.

**\*Property Address:** \_\_\_\_\_  
**\*Number of Current Residents:** \_\_\_\_\_ **\*Race of Current Residents:** \_\_\_\_\_  
**Current Land Use:** \_\_\_\_\_ **Future Land Use:** \_\_\_\_\_

## Submit Signed Application

Submit application and signed petition via email, USPS, or in person to Annexation Planner. City staff will provide a tentative timeline of your annexation once received. Changes to application can only be made by property owners in writing. Third-party communication will not be accepted per S.C.C. § 5-3-240.

✉ annex@charleston-sc.gov

📞 (843) 577 – 1686

📍 2 George St Suite 3100, Charleston  
SC 29401 (Attn: Mollie Conner)

CHARLESTON SC



PLANNING, PRESERVATION, & SUSTAINABILITY DEPT.  
843.724.3765 | annex@charleston-sc.gov

STATE OF SOUTH CAROLINA )  
                                  )  
COUNTY OF CHARLESTON    )

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CHARLESTON

WHEREAS, SECTION 5-3-150 (3) Code of laws of South Carolina provides for the annexation of an area or property which is contiguous to a City by filing with the municipal governing body a petition signed by all persons owning real estate in the area requesting annexation, and

WHEREAS, the undersigned are all persons owning real estate in the area requesting annexation, and

WHEREAS, the area requesting annexation is described as follows, to wit:

SAID PROPERTY, located in West Ashley (approximately \_\_\_\_ acres) to be annexed is identified by the Charleston County Assessors Office as Property Identification Number: TMS#  
\_\_\_\_\_(Address: \_\_\_\_\_).

NOW, THEREFORE, the undersigned petition the City Council of Charleston to annex the above described area into the municipal limits of the City of Charleston.

FREEHOLDERS (OWNERS) SIGNED

DATE OF SIGNATURE

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)