**S A M P L E**

**CITY RESOLUTION INITIATING DETACHMENT**

**OF PROPERTY FROM A CITY**

RESOLUTION OF THE CITY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FOR DETACHMENT OF CERTAIN LAND

PURSUANT TO MINNESOTA STATUTES § 414.06

TO: Office of Administrative Hearings

Municipal Boundary Adjustment Unit

P. O. Box 64620

St. Paul, MN 55164-0620

*Pursuant to the 2012 amendment to Minn. Stat. § 414.06, the petitioner(s) shall also provide a copy of this petition to:*

*1) the city from which the land may be detached;*

*2) all property owners who have not signed this petition;*

*3) the clerk of the town to which the property may be attached if granted;*

*4) the clerk of any other abutting town or city; and*

*5) the county recorder in the county in which the land is located.*

The City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby requests by resolution the Office of Administrative Hearings-Municipal Boundary Adjustment Unit to detach certain properties described herein from the City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and make a part of the Township of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. The property is situated within the City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, abuts the municipal boundary, and is located in the County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The petitioned area abuts on the city's N S E W (circle one) boundary(ies).

2. The property proposed for detachment is rural in character and not developed for urban residential, commercial, or industrial purposes.

3. The reason detachment is requested is\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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4. Summarize what efforts were taken prior to filing this petition to resolve the issues: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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**S A M P L E**

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5. The number of acres in the property proposed for detachment is \_\_\_\_\_\_\_\_\_\_\_\_\_ and is described as follows:

 ***INSERT THE COMPLETE AND ACCURATE PROPERTY DESCRIPTION.***

 ***DO NOT USE DESCRIPTIONS FROM PROPERTY TAX STATEMENTS.***

6. The number and character of buildings on said property is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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7. The number of residents in the area proposed for detachment is \_\_\_\_\_\_\_\_\_\_\_\_\_

 (The number of residents is not necessarily the same as number of owners.)

8. Public improvements on said property are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City Clerk

*Municipal Boundary Adjustment Unit Contacts*

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*Katie Lin* *katie.lin@state.mn.us* *651-361-7911*

*(August 2012)*