



## MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

600 North Robert Street  
Saint Paul, Minnesota 55101

**Mailing Address:**  
P.O. Box 64620  
St. Paul, Minnesota 55164-0620

Voice: (651) 361-7900  
TTY: (651) 361-7878  
Fax: (651) 361-7936

April 12, 2012

Leslie Valiant, City Administrator  
Spicer City Hall  
P.O. Box 656  
Spicer, MN 56288-0656

**VIA E-MAIL**  
([lvaliant@cityofspicer.org](mailto:lvaliant@cityofspicer.org))

Re: A-7799 Spicer/Green Lake Township  
(Notice of Intent for Annexation dated 4-4-12; Doty et al Property; 11.48 acres)

Dear Leslie Valiant:

The Office of Administrative Hearings acknowledges receipt of the above-referenced notice of intent to the City of Spicer. Please refer to the above-referenced docket number in future communications regarding this proposed annexation.

As discussed with Ms. Lin of this office, it is the responsibility of the initiating party to meet all necessary requirements before the notice of intent can be accepted for filing.

The notice of intent must be accompanied by a certification showing that it was served upon the town board, and the date filed.

Please send a map showing the area proposed for annexation in relationship to the entire city. Please highlight the area and make sure the city limits are clearly marked. If platted land is included, please include copies of plats which are necessary to support and identify the land description.

A filing fee of \$5.00 an acre with a minimum of \$100.00 and a maximum of \$600.00 is necessary. Therefore, a fee of \$100.00 is required.

If you have any questions, please contact this office.

Sincerely,

Starlene J. Holman  
State Program Administrator, Senior  
Municipal Boundary Adjustment Unit  
[star.holman@state.mn.us](mailto:star.holman@state.mn.us)  
651-361-7909

SJH:kjl