



## MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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June 6, 2014

Michael Weber, City Planner  
Alexandria City Hall  
704 Broadway  
Alexandria, MN 56308

**VIA E-MAIL**  
([mweber@rea-alp.com](mailto:mweber@rea-alp.com))

Re: A-7891 Alexandria/LaGrand Township (Bartholomew/Hansen Petition; 1.46 acres)  
A-7892 Alexandria/Carlos Township (Thompson Petition; 0.66 acre)

Dear Mr. Weber:

The Office of Administrative Hearings acknowledges receipt of the above-referenced petitions for annexation to the City of Alexandria. Please refer to the above-referenced docket numbers in future communications regarding these proposed annexations.

It is the responsibility of the initiating party to meet all necessary requirements before the petition can be accepted for filing. Under Minnesota Statutes 414.033, Subd. 5, the city may assist the petitioners in complying with these requirements.

### A-7891 Alexandria/LaGrand Township (Bartholomew/Hansen Petition)

- A filing fee of \$100.00 is required.
- Please submit a copy of the plats for Evelyn Estates and Second Addition to Tabbert's Subdivision.
- Please note that when an annexation is initiated by service of a petition on a municipality, the ordinance must not be passed until 90 days after the township has been served, unless the town board signs a waiver stating they have no objection to the annexation.
- If the initiating petition is not signed by all of the property owners of the land proposed for annexation, the ordinance shall not be enacted until the municipal council has held a hearing on the proposed annexation after at least 30 days mailed notice to all property owners within the area to be annexed.

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A-7892 Alexandria/Carlos Township (Thompson Petition)

- A filing fee of \$100.00 is required.
- Please submit a copy of the plat for Perrylange Bay.
- Please note that when an annexation is initiated by service of a petition on a municipality, the ordinance must not be passed until 90 days after the township has been served, unless the town board signs a waiver stating they have no objection to the annexation.

Finally, please make sure to address, in the ordinances, the reimbursement pursuant to Minn. Stat. § 414.036. If there is an agreement between the city and township(s) concerning reimbursement, please submit a copy with the final ordinance.

Please feel free to contact me if you have any questions.

Sincerely,



Starlene J. Holman  
State Program Administrator, Senior  
Municipal Boundary Adjustment Unit  
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651-361-7909