



MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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July 22, 2014

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

VIA E-MAIL
(mweber@rea-alp.com)

Re: A-7897 Alexandria/LaGrand Township (Dockham/Chorley/Satrom Petition; 1.08 acres)

Dear Mr. Weber:

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

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 filing fee of \$100.00 is required.
- 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 ordinance, the reimbursement pursuant to Minn. Stat. § 414.036. If there is an agreement between the city and townships concerning reimbursement, please submit a copy with the final ordinance.

If you have any questions, please contact me at star.holman@state.mn.us or 651-361-7909.

Sincerely,

Starlene J. Holman
State Program Administrator, Senior
Municipal Boundary Adjustment Unit