



## 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

January 4, 2013

Matt Glaesman, Community Development Director  
St. Cloud City Hall  
400 2<sup>nd</sup> Street S  
St. Cloud, MN 56301-3622

VIA E-MAIL  
([matt.glaesman@ci.stcloud.mn.us](mailto:matt.glaesman@ci.stcloud.mn.us))

Re: OA-746-15 St. Cloud/Minden Township (City Resolution No. 2012-11-167;  
Portion of 22nd Street Northeast/The Fairways North Addition)

Dear Mr. Glaesman:

The Office of Administrative Hearings acknowledges receipt of the city resolution for orderly annexation between the City of St. Cloud and Minden Township. Please refer to the above-referenced docket number in any future correspondence relating to this proceeding.

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

- Please send a map highlighting the area proposed for annexation.
- Please state the number of acres involved in this proceeding.
- Requests for annexation of any part of the designated area shall be accompanied by a filing fee of \$2.00 an acre with a minimum fee of \$25.00 and a maximum fee of \$200.00.

If you have any questions concerning the above-referenced requirements, please contact Katie Lin at [katie.lin@state.mn.us](mailto:katie.lin@state.mn.us) or 651-361-7911.

Sincerely,

A handwritten signature in blue ink that reads "Starlene J. Holman".

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

c: Michael Williams, City Administrator ([michael.williams@ci.stcloud.mn.us](mailto:michael.williams@ci.stcloud.mn.us))  
Carla Chapman, Senior Planner ([carla.chapman@ci.stcloud.mn.us](mailto:carla.chapman@ci.stcloud.mn.us))  
Glenice Mehrwerth, Minden Township Clerk