



MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

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March 17, 2010

VIA E-MAIL

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

Re: A-7716 Alexandria/LaGrand Township
(Petition for West Central MN Communities Action Property; 0.53 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 any future correspondence relating to this proceeding.

It is the responsibility of the initiating party to meet all necessary requirements before the annexation ordinance can be accepted for filing. In cases where the procedure is initiated by service of a petition on a town board, the ordinances 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 annexations.

As discussed with Ms. Lin of this office, a more detailed description of the area as well as a filing fee of \$100.00 will be submitted to this office.

If you have any questions, please contact this office.

Sincerely,

A handwritten signature in cursive script that reads "Christine M. Scotillo".

Christine M. Scotillo
Executive Director
Municipal Boundary Adjustments

CMS:kjl

c: Jim Taddei, City Administrator