



City Clerk's Office
160 Lake Street N
Big Lake City Hall
Big Lake, MN 55309
763-251-2973
gwolbeck@biglakemn.org

March 13, 2024

Office of the Secretary of State
180 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd
St. Paul, MN 55155-1299

RE: Annexation by Ordinance No. 2024-03; to correct Legal Description error in Annexation by Ordinance No. 2023-12.

Enclosed you will find the following information regarding Annexation by Ordinance No. 2024-03, approved by the City of Big Lake on March 13, 2024 for a portion of parcel no. 10-00121-3201. This parcel was formerly two separate parcels: 10-121-3201 and 10-121-3202 that have now been combined into one parcel by Sherburne County, and then renumbered to be known as 10-00121-3201. The sole property owner petitioned the City for annexation to correct a legal description error that occurred on Annexation by Ordinance No. 2023-12 adopted by the Big Lake City Council on November 27, 2023. This correction was requested by the MN Department of Transportation (MnDOT).

A legal description was provided by Justin Roberts, Research Analysis Specialist with MnDOT, to correct the legal description error. The described area shown in Ord. 2024-03 was erroneously omitted in the legal description listed in Ordinance No. 2023-12, which intended to annex two full parcels owned by the Petitioner.

The City's intent, is to annex parcel no. 10-00121-3201 in its entirety, through Ordinance No. 2023-12 and Ordinance No. 2024-03. The following are being provided in this mailing:

1. A copy of **Ordinance No. 2023-12** which includes:
 - a. (Legal Descriptions for 10-121-3201 and 10-121-3202, site location maps, and parcel survey)
 - b. Since this original annexation was approved, Sherburne County has approved combining the two parcels into one single parcel, which has been renumbered as Parcel No. 10-00121-3201
2. A copy of **Ordinance No. 2024-03** which includes:
 - a. (Legal Description for a PORTION of 10-00121-3201, site location map, and parcel survey)

The following items were previously provided with Ordinance No. 2023-12 dated November 27, 2023:

- Municipal Boundary Adjustment Unit Filing Fee in the amount of \$100.00
- Certificate of Survey
- Book N of Misc Page 392
- City of Big Lake Base Map

Document Number: 240976
Filed April 2, 2024
Office of the Minnesota
Secretary of State, Steve Simon

Sincerely,

Gina Wolbeck, City Clerk
City of Big Lake



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Sincerely,

Gina Wolbeck, City Clerk
City of Big Lake

**City of Big Lake
Ordinance No. 2024-03**

**AN ORDINANCE ANNEXING LAND LOCATED IN BIG LAKE TOWNSHIP,
SHERBURNE COUNTY, MINNESOTA, PURSUANT TO MINNESOTA STATUTES
§ 414.033 SUBDIVISION 2(3), PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, all of the property owners of the lands described below have petitioned the Big Lake City Council to annex this property to the City of Big Lake, pursuant to Minnesota Statutes Section 414.033, subdivision 2(3); and

WHEREAS, the property is unincorporated and is surrounded by property proposed for annexation to the City of Big Lake, by Ordinance No. 2023-12, approved by the Big Lake City Council on November 27, 2023; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

WHEREAS, the property is designated for future medium and high density housing, and annexation is requested to correct an erroneous omission that occurred when the primary parcel was originally annexed into the City by Ordinance No. 2023-12 dated November 27, 2023; and

WHEREAS, the area of land proposed for annexation is less than an acre; and

WHEREAS, City of Big Lake held a public hearing pursuant to Minnesota Statutes § 414.033, subd. 2b, on March 13, 2024, following thirty (30) days' written notice by certified mail to Big Lake Township and to all landowners within and contiguous to the area legally described herein to be annexed; and

WHEREAS, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BIG LAKE HEREBY ORDAINS AS FOLLOWS:

1. The Land as described herein is surrounded by property proposed for annexation to the City of Big Lake by Ordinance No. 2023-12, and is or is about to become urban or suburban in nature in that industrial use is being proposed for said property the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.

3. The corporate limits of the City of Big Lake, Minnesota, are hereby extended to include the following described property, said land abutting the City of Big Lake and being 120 acres or less in area, which is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City having received a petition for annexation from all the property owners of the land, to wit:

That part of the Northwest Quarter of the Southwest Quarter of Section 21, Township 33, Range 27, Sherburne County, Minnesota, described as commencing at the Southeast corner of said Northwest Quarter of the Southwest Quarter of Section 21; thence North along the East line of said Northwest Quarter of the Southwest Quarter, a distance of 417.50 feet; thence West at right angles to said East line a distance of 417.50 feet to the actual point of beginning; thence continuing westerly along said line a distance of 417.50 feet; thence south and parallel with said east line to the intersection with a line commencing at the point of beginning and running parallel with the south line of said Northwest Quarter of the Southwest Quarter; thence easterly along said line parallel with the south line to the point of beginning and there terminating.

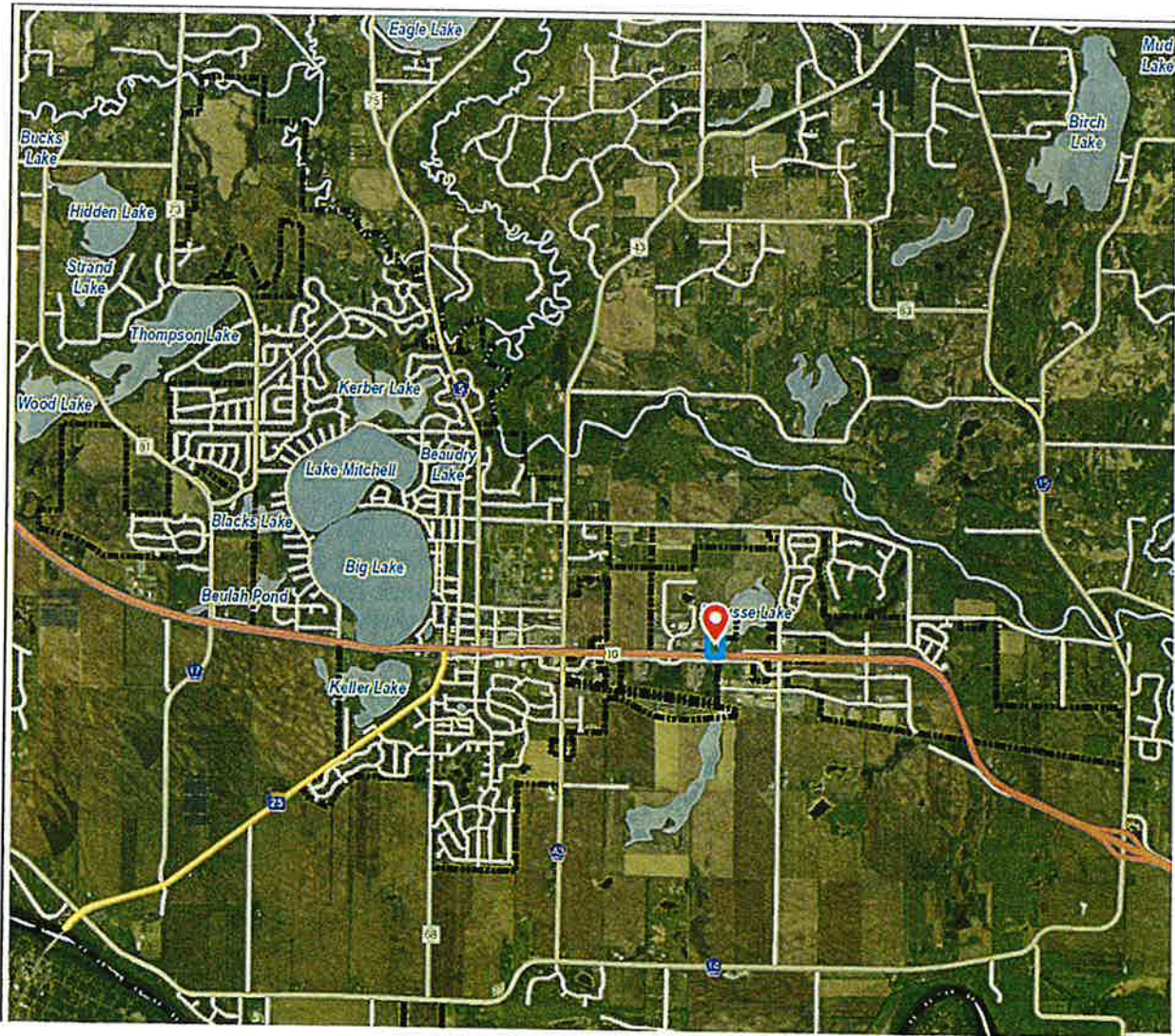
Portion of Tax Parcel Property ID No. 10-00121-3201

The above-described property consists of a total of less than one acre, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

4. That the population of the area legally described herein and hereby annexed is zero.
5. That the City Clerk of the City of Big Lake is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Sherburne County Auditor, and the Big Lake Township Clerk.
6. That the Office of Administrative Hearings is hereby requested to issue its order approving this annexation.
7. This ordinance shall be effective immediately upon its passage and publication, and approval by the Office of Administrative Hearings, Boundary Adjustments, and State of Minnesota.

Exhibit A

MAPS SHOWING CITY LIMITS, SURROUNDING PROPERTY, AND SECTION OF PARCEL BEING ANNEXED



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Secretary of State, Steve Simon