



GREAT CITY OF ST. CLAIR
VERIFIED PETITION FORM TO REQUEST ANNEXATION

Petition requesting annexation to the great city of St. Clair, Missouri

We, the undersigned _____
Hereinafter referred to as the Petitioners, hereby petition the Board of Alderman of the
great City of St. Clair, Missouri state and allege as follows:

1. That we are the owners of all fee interest of record in the real estate in Franklin County, Missouri, described as follows, to wit: (Legal Description Attached).
2. That said real estate is not now a part of any incorporated municipality.
3. That said real estate is contiguous and compact to the existing corporate limits of the city of St. Clair, Missouri.
4. That we request said real estate be annexed to, and be included within the corporate limits of, the City of St. Clair, Missouri, as authorized by provisions of Section 71.012, RSMO.
5. That we request the Board of Alderman of the City of St. Clair, Missouri to cause the required notice to be published and to conduct the public hearing required by law and to thereafter adopt an ordinance extending the limits of the City of St. Clair to include the above described real estate.

Dated this _____ day of _____, 20____.

Signature: _____ Signature: _____

Printed Name: _____ Printed Name: _____

State of Missouri)
) ss. VERIFICATION:
County of _____)

Comes now, (property owner), being of lawful age and after being duly sworn upon his/her oath, deposes and states that he/she is the Petitioner who signed the foregoing Petition requesting annexation of land to the City of St. Clair, Missouri, that he/she has read said foregoing Petition, and that the facts and matters stated in said foregoing Petition are true and correct according to his/her best knowledge, information, and belief.

Date: _____, 20____

Signature: _____
(Property Owner)

Verified Annexation Petition Page 2.

SUBSCRIBED and SWORN to before me the undersigned, a Notary Public of _____ County, Missouri where I am commissioned, this ____ day of _____, 20____, by the above named (property owner), known to me to be the person who executed the above petition and verification.

Notary Public

(SEAL)

State of Missouri, Commissioned
in _____ County.

My commission expires: _____

GREAT CITY OF ST. CLAIR
ANNEXATION PROCEDURES

VERIFIED VOLUNTARY PETITION FOR ANNEXATION BY PROPERTY
OWNER(S)

1. Petition must be in writing and addressed to the Board of Alderman of the great city of St. Clair.
2. The subject property must be contiguous to the existing city limits.
3. The petition must be signed by the owners of all fee interests of record in all tracts of property within the area to be annexed.
4. The petition must be verified.

ANNEXATION PROCESS:

1. Upon receipt of verified petition and complete sketch plan:
 - a. City may proceed to annex, or
 - b. City may proceed to not annex the property.
2. City to schedule a public hearing between the 14th and 60th day after receipt of the petition and providing at least seven (7) days notice by publication in local newspaper.
3. Hold public hearing.
4. Following public hearing, Board of Alderman make a determination as to whether or not the annexation request is “reasonable and necessary to the proper growth of the municipality”, and whether or not the annexing city has the ability to extend normal municipal services to the area within a reasonable time.
5. If no written objection is filed within 14 days following the hearing, annexation may proceed by adoption of a city ordinance to that effect. Four certified copies of ordinance is required, three filed with the County Clerk, one filed with the election authority (City of St. Clair). **5b.** If written objection is filed within 14 days by at least 2% of the qualified voters of the city or two qualified voters of the area to be annexed, then an election must be scheduled in the City and in the area to be annexed.