

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



Process for Annexation

Please Note: Process takes at least 3 months.

1. Meet with City Administrator.
 - a. Discuss what will or needs to go into the annexation agreement.
2. File petition for annexation.
 - a. Things to include with petition.
 - i. Legal description of property.
 - ii. Plat of survey.
 - iii. List of property owners within 250 ft of property to be annexed.
3. Public Hearing.
 - a. Notes must be sent to (30 days prior to the public hearing):
 - i. to Gazette.
 - ii. to surrounding property owners within 250 ft.
 - b. Schedule the public hearing with City Council.
 - i. City Council may send petition to the Zoning Board of Appeals.
 - c. Rezoning of Parcel.
 - i. Meet with the Zoning Administrator.
 - ii. Public Hearing before the Zoning Board of Appeals prior to the Annexation Hearing.

Petition for Annexation

To: Mayor and City Council of the City of Galena, Jo Daviess County, Illinois.

The Petitioners state the following:

1. That the petitioner(s) is /are the sole owner(s) of record of the real estate described in Exhibit 'A' attached hereto.
2. The tract is not situated within the limits of any municipality and is contiguous with the existing boundary of the City of Galena.
3. There are no electors residing in or on said parcel of real estate.

The Petitioners request the following:

1. That the above described tract be annexed to the City of Galena, Illinois by ordinance of the Mayor and City Council of the City of Galena, Illinois pursuant to the provisions of Chapter 65 ILCS 5/7-1-8.
2. To take other appropriate action as described more fully in the annexation agreement enter into between Petitioner and the City of Galena, Illinois.

Applicant's Signature

Date

Applicant's Signature

Date

Applicant's Signature

Date

Notary's Signature

Date

Commission Expiration