TITLE 1: ADMINISTRATION
CHAPTER 10: ANNEXATION PROCEDURES

SECTION:

1-10-1: **VOLUNTARY PETITION FOR ANNEXATION**
Anyone desiring to annex territory contiguous to the corporate boundaries of the Village shall file with the Village Clerk a legally sufficient petition for annexation as provided by law. Such petition will be reviewed by the Village to determine its adequacy, including whether such territory is, in fact, contiguous to the Village and whether the form of petition meets with all legal requirements. If the owner of record of said territory is a land trust, the petitioner will comply with the land trust disclosure ordinance of the Village (See Chapter 12 of this Title) by filing concurrently with the petition for annexation an appropriate land trust disclosure statement. Attached to said petition for annexation shall be a plat of annexation covering the territory involved in said annexation. If such petition is found to be in satisfactory form, it shall be then transmitted to the Village Board.

1-10-2: **ANNEXATION FEES**
For any annexation of territory to the Village there shall be charged a fee as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code. Such fee shall be due and payable no later than seven (7) days after the adoption of an annexation ordinance by the Village, but before the recording of said ordinance. Such fee shall not be applicable to involuntary annexations.

1-10-3: **NOTICES**
Prior to enacting any annexation ordinance, the Village shall deliver all notices required by law in Article 7 of the Illinois Municipal Code, or any successor thereto.

1-10-4: **ALTERNATIVE ANNEXATION PROCEDURES**
The Village may exercise any alternate and additional authority provided by law to annex new territory and is not limited to the procedure described in Section 1-10-1.

1-10-5: **ANNEXATION AGREEMENTS**
If the territory which is the subject matter of a petition for annexation is proposed to be annexed pursuant to an annexation agreement under sections 11-15.1-1 et seq. of the Illinois Municipal Code, an additional petition must be filed proposing said annexation agreement. Such petition shall be made in triplicate, shall be in such form and accompanied by such information as shall be prescribed by the Village from time to time, but shall in any event include the following:

A.   The petitioner's name, address and interest in the petition, and the name, address and interest of every person represented by the petitioner in the petition.

B.   A draft of the proposed annexation agreement.

C.   A statement containing all the circumstances, factors and arguments that the petitioner offers in support of the proposed agreement.

Such petition for an annexation agreement will be filed with the Village Manager, or his/her designee, who will conduct a thorough review and study of the proposed annexation agreement, make his/her recommendations regarding modifications of the same, if any, and otherwise report all relevant factors and circumstances to the Village Board. The Village Manager, or his/her designee, shall consult with the heads of the Village Departments and Village Attorney as he/she deems desirable or necessary in connection with said annexation agreement. All costs incurred by the Village in relation to review of the annexation agreement shall be subject to reimbursement under the terms of Section 1-8D-1 of this Code (Ord. 75-367-17; amd. Ord. 93-1279-09 eff. 3/8/93)

1-10-6:   APPROVAL OF PLAT OF ANNEXATION
The Village Board shall upon motion and majority vote, approve the annexation of any property and authorize the Mayor and Village Clerk to sign the original tracing. The certificate shall be in the following form: (Ord. Amd. 98-1541-03, eff. 2/9/98)

Approved by the Mayor and Board of Trustees of the Village of Lincolnshire at a meeting held

_____
Mayor

_____
Village Clerk