

Policy on Annexation Legal Description Submittal Requirements

Council Adopted 2/28/06

The intent of this policy is to clarify and reinforce State Statute 66.0217 as it pertains to the format in which the City of Stoughton will accept annexation legal descriptions.

The description of lands to be annexed shall be described as follows with no internal references to any other document:

1. By metes and bounds in a manner defined in s. 66.0217(1)(c)1, or
2. If the land is located in a recorded and filed subdivision or in an area subject to a certified survey map, by reference as described in s. 236.28 or s. 236.34 (3).

The legal description shall be submitted to the City in both hard copy and electronic format.

A scale map shall also be submitted with the legal description.