

**2021 ANNEXATION APPLICATION  
COMMUNITY DEVELOPMENT,  
CITY OF WINONA, MINNESOTA 55987  
P.O. BOX 378 507/457-8250 FAX: 507/457-8212**

Annexation Petition Requirements

The form of the petition should be a letter, addressed to the City Manager, City of Winona, City Hall, 207 Lafayette Street, Winona, MN 55987. The letter must include the following minimum information:

- Name of all persons holding ownership interest in the property.
- Address of property
- A statement requesting immediate annexation of the property along with the purpose (ie: sewer/water facilities) of this request.
- A complete legal description of the property as secured from a property abstract, or County Recorder's Office. Do not include abbreviation descriptions as may be included on tax statements.
- Letter to be signed by all persons holding ownership interests in the property.

A fee of \$5 per acre with a minimum of \$100 and a maximum of \$600 must be submitted to with the letter. Checks are payable to the City of Winona.

Following tentative approval by the City, the annexation petition requires approval by the respective township. To approve an annexation request related to a septic system, the township will require an inspection report which states the system is non-compliant with current regulations and explains why a replacement system cannot be installed.