

ANNEXATIONS

The procedures contained herein are based on those detailed in the Colorado Revised General Statutes. Copies of these statutes have been compiled and have been placed in the Community Development - Annexation files. At least annually the statutes should be reviewed, and, if there are changes, said copies should be updated and procedures herein amended to conform to such changes.

Background of Law

To be eligible for annexation, an area must have not less than one-sixth of the perimeter of the area proposed to be annexed contiguous with the annexing municipality. There are other criteria to be considered:

1. Community of interest between annexing community and area to be annexed.
2. Area urban or will be urbanized in near future.
3. Integrated or capable of being integrated with the annexing municipality.

The fact of contiguity shall be the basis of a finding of compliance with these requirements unless the governing body finds at least two of the following are shown to exist:

1. Less than 50% of adult residents make use of part or all of facilities of annexing municipality and less than 25% of adult residents are employed in the annexing municipality. If there are no adult residents, this latter standard does not apply.
2. 50% or more of the land is agricultural, and the landowners intend to devote the land to agricultural use for not less than five years.
3. It is not physically practicable to extend to the area proposed to be annexed the urban services provided by the annexing municipality on the same terms and conditions as such services are made available to its citizens.

Contiguity may not be established by any area previously annexed if such area did not have contiguity with the annexing municipality at the time the area was originally annexed, nor may contiguity be established by annexations to such area in the future.

Limitations

The following limitations shall apply to all annexations:

1. No land, unless separated by a road, may be split without written permission of owner.
2. Written consent of owner required if 20 acres or more or if assessed valuation of over \$200,000 (unless enclave).
3. Municipal boundaries cannot be extended more than three miles in one year except if annexation would split property.
4. Contiguity may be achieved by a platted street or alley, a public or private transportation right of way, lake, stream, or other natural or artificial waterway.
5. A plan for area must be in place generally describing the proposed location, character, and extent of streets, playgrounds, parks, public grounds, open spaces, and public utilities.
6. The entire width of a street or alley must be annexed if it abuts or is included within the area to be annexed.

Annexation of Enclaves, Partly Surrounded Land, and Municipally Owned Land

1. Enclaves may be annexed by ordinance, if within town boundaries for at least three years, without hearing and notice of compliance or need to show eligibility or deal with limitations. Notice of annexation ordinance by publication required at least thirty days prior to adoption of

ordinance. No enclave may be annexed if any part of the municipal boundary surrounding the enclave consists of a right of way opposite the enclave. Procedure is: (1) adopt a resolution setting forth intent to annex the area after notice and hearing and a finding regarding limitations; (2) findings and determinations must be in writing and minutes of meeting; (3) annexation must be by ordinance.

2. If municipally owned land, eligibility must apply, but ordinance adopted without notice or hearing. Ordinance must state area is owned by municipality and not solely street right of way.

3. For any of the above, governing body may impose additional terms and conditions.

Petition for Annexation

Landowners of more than fifty percent of an area, excluding public streets and alleys, that meet eligibility and limitations, may petition governing body for annexation. File with clerk. Petition must contain:

1. Allegation that it is desirable and necessary to annex.
2. Allegation that eligibility and limitation requirements satisfied.
3. Signers own more than fifty percent of area to be annexed, exclusive of streets and alleys.
4. Request that Town approve annexation.
5. Signatures of land owners
6. Mailing address of signers
7. Legal description of land of each signer
8. Date of signature
9. Affidavit that each signature is of signer.

Accompanying the petition must be four copies of an annexation map containing

1. Written legal description of the boundaries of the area to be annexed
2. Boundary of area to be annexed
3. Location of each ownership in unplatted land
4. If parcels platted, plat numbers and lots and blocks
5. A drawing of the contiguous boundary of the Town

Signatures on the petition are not valid if dated more than 180 days from the date of filing of the petition. No person can withdraw signature after filing unless the petition itself provides that right. Clerk refers petition to Board of Trustees as communication. Trustees determine that petition is in compliance with the above requirements and proceeds with notice, hearing, annexation report, and findings, and election, EXCEPT THAT IF PETITION IS SIGNED BY OWNERS OF 100 PERCENT OF THE AREA PROPOSED TO BE ANNEXED, THE TOWN COUNCIL MAY BY ORDINANCE ANNEX SUCH AREA TO THE TOWN WITHOUT ELECTION unless it proposes additional terms and conditions not included in the petition. Ordinance must include a statement that the owners of 100 percent of the area have petitioned for such annexation.

Petition for Annexation Election

Qualified electors consisting of at least 40 electors or ten percent of such electors, whichever is less, if such area is located in a county of twenty-five thousand inhabitants or less may petition for an annexation election. The petition shall be filed with the Town Clerk and contain the information called for under Petition for Annexation except that, rather than an allegation of any percentage of land owned, it shall contain an allegation that the signers of the petition are qualified electors resident in and landowners of the area proposed to be annexed and a request that the Town commence proceedings for an annexation election. Signatures to be valid must meet the 180 day

time constraint. The petition is referred to the Board of Trustees by the clerk as a communication. If the petition is in compliance, the Town proceeds with notice, hearing, annexation reports, findings, and the annexation election.

Setting Hearing Date, Notice Given

As a part of the resolution initiating annexation by the Town OR of a resolution finding substantial compliance of an annexation petition OR of a petition for annexation election, the Board of Trustees shall establish a date, time, and place for a public hearing to determine if eligibility requirements and limitation considerations are satisfied. Hearing to be held not less than thirty nor more than sixty days after the effective date of the resolution setting the hearing. Clerk shall prepare notice as follows: copy of resolution or the petition as filed (not including signatures) together with a notice that on a given date, time, and place, Board of Trustees will hold a public hearing upon the resolution or petition to determine and find whether the area proposed to be annexed satisfies eligibility and limitations. Notice must be published once a week for four successive weeks, the first publication to take place at least thirty days before the hearing. Proof of publication must be provided by newspaper. A copy of the published notice, along with the resolution and petition as filed, must be sent to the county commissioners and the county attorney and to the school district and all special districts at least twenty-five days prior to the date of such hearing. Hearing may be continued if large volume of testimony, but initial hearing must be at least one hour.

Annexation Impact Report

Town staff must prepare an impact report at least twenty-five days before the hearing and file one copy with the county commissioners within five days after report prepared. Such report not required if annexation area ten acres or less or if county commissioners agree that the report can be waived. Such report shall contain:

1. Map of town and adjacent area showing boundaries of Town in the vicinity of annexation; present streets, water mains, sewer lines, other utility lines and ditches, and proposed extension of such streets and utility lines; and existing and proposed land use patterns in the areas to be annexed.
2. Copy of any draft of final pre-annexation agreement, if any;
3. Statement setting forth plans of Town to extend or otherwise provide for municipal services within the area to be annexed.
4. Statement setting forth the method under which the municipality plans to finance the extension of municipal services into the area to be annexed.
5. Statement identifying existing districts within area to be annexed.
6. Statement on the effect of annexation upon local public school district including the estimated number of students generated and capital construction required to educate such students.

Findings, Election, and Filings

Following the hearing, which must be recorded, the Board of Trustees by resolution sets forth its findings of fact regarding eligibility and limitations, whether an election is required, and whether additional terms and conditions should be imposed. If an election is required, either as described in a Petition for Annexation Election described above or if the Board of Trustees imposes additional terms and conditions, there are certain specific steps to be followed. If no election is required, Town may proceed with the adoption of an annexation ordinance and shall file one copy of the annexation map and the annexation ordinance with the Town Clerk and file for recording two copies of the ordinance and map with the county clerk and recorder.

Zoning and Subdivision on Annexed Area

Zoning of the area may be instituted any time after a petition for annexation or a petition for annexation election has been found to be valid. The zoning ordinance shall not be passed prior to the date when the annexation ordinance is passed on final reading. Any annexed area must be zoned by town no later than ninety days from the effective date of the annexation ordinance. Town may institute subdivision procedures after a petition for annexation or a petition for annexation election has been found to be valid. A resolution approving a subdivision shall not be passed prior to the date when the annexation ordinance is passed.

SUMMARY OF PROCEDURES FOR ANNEXATION

Where petition signed by owners of 100 percent of the area to be annexed

- A. Petition for annexation signed by property owner(s) and accompanied by map submitted to Town Clerk and communicated to Board of Trustees
- B. Action on resolution by Board of Trustees finding substantial compliance of petition for annexation and setting date for public hearing on said petition for the purpose of determining and finding that eligibility and limitation requirements are satisfied.
- C. PZC resolution regarding review and recommendation on annexation and zone change.
- D. Publication of notice of public hearing on petition for four successive weeks, the first publication to take place at least thirty days before the hearing.
- E. Copy of notice and petition sent to county commissioners, county attorney, the school district, and all special districts at least twenty-five days before hearing.
- F. Annexation impact report prepared at least twenty five days before hearing with one copy filed with the county commissioners within five days after report prepared.
- G. Following public hearing, action by resolution of the Board of Trustees setting forth its findings of fact and conclusions regarding eligibility and limitations.
- H. Introduction, first reading, and setting of public hearing on annexation ordinance, including the zoning thereof, notice to be published at least fifteen days before hearing.
- I. Adoption of annexation ordinance by Board of Trustees and filing of ordinance with accompanying maps with the county clerk and recorder.

Where an Annexation Election is Required

In cases where less than 100 percent of owners petition for annexation or where the Town initiates annexation (except in cases of enclaves and municipally owned land), there are specific provisions for annexation elections that need to be followed..

EXHIBITS WHERE PETITION SIGNED BY OWNERS OF 100 PERCENT OF THE AREA

- Petition for Annexation (The Town Council by a resolution of intent can initiate annexations in the case of enclaves and municipally owned land)
- Basic information to be shown on Annexation Map
- Resolution of the Board of Trustees finding substantial compliance of petition for annexation of property owned by _____ and located _____ and setting date for public hearing on said petition to determine if the proposed annexation complies with Colorado Revised Statutes requirements and is eligible for annexation
- Notice of Public Hearing

- Resolution of the Planning and Zoning Commission recommending annexation to the Town of property owned by _____ and located _____ and recommending the zoning designation thereof as _____
- Resolution of Board of Trustees setting forth its findings of fact and its conclusions that the requirements of Section 31-12-104 Eligibility for Annexation and Section 31-12-105 Limitations of the Colorado General Statutes have been satisfied, that an annexation election is not required, and that no additional terms and conditions need to be imposed
- Ordinance of the Town of Rangely providing for annexation of property owned by _____ and located at _____ and establishing the zoning designation for said property as _____

It is important to note that specific wording of some of these documents may have to be revised depending on circumstances of an annexation. For example, if property under one ownership has an assessed valuation of over \$200,000, a different wording under the Resolution re compliance of the petition would be required. There are different procedures when annexation elections take place and when property to be annexed consists of enclaves or property entirely owned by the Town. The statutes should be carefully reviewed for each proposed annexation and changes made in the documents accordingly.

PETITION FOR ANNEXATION

TO THE BOARD OF TRUSTEES OF THE TOWN OF RANGELY, COLORADO

We, the undersigned petitioners, in compliance with the "Municipal Annexation Act of 1967" as set forth in Article 12, Title 31, Colorado Revised Statutes, as amended, hereby petition and request the Board of Trustees of the Town of Rangely, Colorado, to approve the annexation to the Town of Rangely the following described unincorporated territory located in the County of Rio Blanco, State of Colorado, to wit:

Legal Description

And in support of said petition, the undersigned states and alleges that:

1. It is desirable and necessary that the above-described territory be annexed to the Town of Rangely, Colorado;
2. Not less than one-sixth (1/6) of the perimeter of the area proposed to be annexed is contiguous with the Town of Rangely;
3. A community of interest exists between the Town and the territory proposed to be annexed to the Town of Rangely;
4. The territory proposed to be annexed is urban or will be urbanized in the near future;
5. The territory proposed to be annexed is integrated or is capable of being integrated with the Town of Rangely;
6. The undersigned are owners of 100% of the real property included in the territory to be annexed and hereby consent to the establishment of the boundaries of the territory as described above;
7. The territory proposed for annexation is not presently a part of any unincorporated city, city and county, or town, nor have annexation proceedings been commenced for the annexation of part or all of such territory to another municipality;
8. Annexation of the above described territory will not result in the detachment of any territory from any school district;
9. The requirements of Sections 31-12-104 Eligibility for Annexation and 31-12-105 Limitations of the Colorado Revised Statutes, as amended, exist and have been satisfied;

WHEREFORE, the undersigned petitioners request that the Board of Trustees of the Town of Rangely (1) take the appropriate action to entertain this petition, fix a date for public hearing, cause notice to be published and posted which specifies the time and place of such hearing, and invite all persons interested to appear and voice approval or disapproval of the proposed annexation; and (2) following the hearing determine by ordinance that the annexation shall be made, annexing the above territory or area, and declaring a date whereon the annexation shall be effective; and that the territory or area so annexed shall be come a part of the Town of Rangely, Colorado, subject to its law and ordinances then and thereafter in force.

Signed this _____ day of _____, 200__.

STATE OF COLORADO)
COUNTY OF RIO BLANCO

Signed by _____

Printed Name _____

Subscribed and sworn before me this _____ day of _____ 2003

Mailing Address _____

My commission expires:

_____Date_____

STATE OF COLORADO)
COUNTY OF RIO BLANCO

Subscribed and sworn before me this
____day of_____2003

My commission expires:

Signed by_____

Printed Name_____

Mailing Address

_____Date_____

BASIC INFORMATION TO BE SHOWN ON ANNEXATION MAP

(Map Title and Location)

(Legal Description of Boundaries)

(Surveyor's Certificate)

Approval by Board of Trustees

The Board of Trustees by Ordinance # _____ adopted the _____ day of _____, 200____ approved the annexation of the property as shown hereon.

ATTEST:

BOARD OF TRUSTEES

Town Clerk

By _____
Mayor

Planning and Zoning Commission Recommendation

The Planning and Zoning Commission of the Town of Rangely, Colorado, recommended to the Board of Trustees the annexation of the property as shown hereon at a meeting of said commission held on the _____ day of _____ 200____.

ATTEST:

PLANNING AND ZONING COMMISSION

Town Clerk

Chairman

Rio Blanco County Clerk and Recorders Acceptance

State of Colorado)
County of Rio Blanco)

I hereby certify that this instrument was filed for record in my office at _____ o'clock, _____ M., _____, 200____. Reception # _____.

County Clerk and Recorder

By _____
Deputy

NOTE: There must be four copies of the annexation map, and the map must contain the following information: (1) a written legal description of the boundaries of the area proposed to be annexed, (2) a map showing the boundary of the area to be annexed, (3 and, within the annexation boundary map, a showing of the location of ownership tract in unplatted land and, if part of all of the area is platted, the boundaries and the plat numbers of plots or of lots and blocks.

RESOLUTION # _____

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RANGELY FINDING SUBSTANTIAL COMPLIANCE OF PETITION FOR ANNEXATION OF PROPERTY OWNED BY _____ AND LOCATED _____ AND SETTING DATE FOR PUBLIC HEARING ON SAID PETITION TO DETERMINE IF THE PROPOSED ANNEXATION COMPLIES WITH COLORADO STATUTORY REQUIREMENTS AND IS ELIGIBLE FOR ANNEXATION

WHEREAS, the Town Clerk has received a petition for annexation to the Town of Rangely of property located _____ and owned by _____ ; and WHEREAS, the Town Clerk has communicated said petition to the Board of Trustees, and said Board has examined said petition which is attached hereto and made a part hereof.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees that

1. It finds said petition to be in substantial compliance with Colorado statutory requirements for petitions for annexation, including:
 - (a) An allegation that it is desirable and necessary that said property be annexed to the Town of Rangely.
 - (b) An allegation that the requirements of Section 31-12-104 Eligibility for annexation and Section 31-12-105 Limitations of the Colorado Revised Statutes, as amended, exist or have been satisfied, (c) An allegation that the signers of the petition comprise the landowners of one hundred percent of the territory proposed to be annexed, exclusive of streets and alleys;
 - (d) A request that Rangely approve the annexation of the property proposed to be annexed;
 - (e) Signature and mailing address of each landowner signer and the date of signing of each signature;
 - (f) Legal description of land owned by such signer;
 - (g) The affidavit, if applicable, of each circulator of such petition that each signature therein is the signature of the person whose name it purports to be.
 - (h) Four copies of an annexation map containing a written description of the property proposed to be annexed, a showing of the location of each ownership of unplatted land or the plat numbers of plots or of lots and blocks, and a drawing of the contiguous boundary of Rangely.
2. It establishes a date, time, and place of _____ , _____ PM, _____ 200 _____ at the Rangely Municipal Building for a hearing on said petition for annexation in order to determine and find whether the area proposed to be annexed meets the applicable requirements of Section 31-12-104 Eligibility for annexation and Section 31-12-105 Limitations of the Colorado Revised Statutes, as amended, and is considered eligible for annexation; and directs the Town Clerk to prepare the notice of said hearing, including a copy of the petition for annexation as filed but not including the signatures thereon, to publish said notice once a week for four successive weeks, the first publication to be at least thirty days before the hearing, and to send by registered mail a copy of said notice, together with a copy of said petition, to the Rio Blanco County Commissioners, the attorney for said county, and to the special districts and school district having territory within the area proposed to be annexed at least twenty-five days prior to the date fixed for said hearing.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 200 .
ATTEST: BOARD OF

TRUSTEES

(Name), Town Clerk

(Name), Mayor

NOTICE OF PUBLIC HEARING
TOWN OF RANGELY

The Board of Trustees will hold a public hearing at _____ PM, _____, 200 in the Court Room of the Municipal Building at 209 East Main Street on the following Petition for Annexation to the Board of Trustees of the Town of Rangely, Colorado

(copy petition exclusive of signatures)

in order to determine and find whether the area proposed to be annexed meets the applicable requirements of Section 31-12-104 Eligibility for annexation and Section 31-12-105 Limitations of the Colorado Revised Statutes, as amended, and is considered eligible for annexation. All interested citizens and groups are invited to attend and participate in the public hearing. I hereby certify that I received the above petition for annexation and forwarded it to the Board of Trustees as a communication at its meeting on the _____ day of _____, 200

Dated this _____ day of _____, 200

By _____
(Name), Town Clerk

RESOLUTION #

RESOLUTION OF THE PLANNING AND ZONING COMMISSION RECOMMENDING ANNEXATION TO THE TOWN OF RANGELY OF PROPERTY OWNED BY AND LOCATED AND RECOMMENDING THE ZONING DESIGNATION THEREOF AS

RESOLVED, that the Planning and Zoning Commission of the Town of Rangely hereby recommends to the Board of Trustees of the Town of Rangely that

1. The property owned by _____ and located _____ be annexed to the Town of Rangely, said annexation being consistent with the Rangely Master Plan currently in effect; and
2. Said property be zoned _____ as shown on a plat or map entitled _____

ZONING DESIGNATION

Property of _____
Located _____

Map # ZC _____

Scale 1 inch= _____ feet Drawn by _____ Date _____

(Note that the title of the map or plat may vary. As a minimum, the owner(s), location, scale, the draftsman, the date and map number should be shown.)

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 200_____

ATTEST: _____ PLANNING AND
ZONING COMMISSION

(Name), Town Clerk

(Name), Chairman

RESOLUTION #

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RANGELY SETTING FORTH ITS FINDING OF FACTS AND ITS CONCLUSIONS REGARDING A PETITION FOR ANNEXATION OF PROPERTY OWNED BY _____ AND LOCATED AT _____ THAT THE REQUIREMENTS OF SECTION 31-12-104 ELIGIBILITY FOR ANNEXATION AND SECTION 31-12-105 LIMITATIONS OF THE COLORADO REVISED STATUTES HAVE BEEN MET, THAT AN ANNEXATION ELECTION IS NOT REQUIRED, AND THAT NO ADDITIONAL TERMS AND CONDITIONS NEED TO BE IMPOSED

WHEREAS, the Board of Trustees received as a communication from the Town Clerk at its meeting on _____, 200____, a Petition for Annexation of property owned by _____ and located at _____; and

WHEREAS, the Board of Trustees adopted at its meeting on _____, 200____, a resolution entitled Resolution of the Board of Trustees of the Town of Rangely Finding Substantial Compliance of Petition for Annexation of Property Owned by _____ and Located _____ and Setting Date for Public Hearing on said Petition to Determine if the Proposed Annexation Complies with Colorado Statutory Requirements and Is Eligible for Annexation; and

WHEREAS, a public hearing was held _____, _____ M, _____ 200____, at the Rangely Municipal Building on said petition for annexation and interested citizens and groups were given an opportunity to participate; and

WHEREAS, the Board of Trustees finds that the annexation of the proposed area to the Town of Rangely would be in the best interests of the owners thereof and the Town of Rangely;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Town of Rangely that

1. It finds that the applicable parts and requirements of Section 31-21-104 Eligibility for annexation and Section 31-12-105 Limitations of the Colorado Revised Statutes have been met including:
 - (a) Not less than one-sixth of the property proposed to be annexed is contiguous with the incorporated boundary of the Town of Rangely.
 - (b) A community of interest exists between the property proposed to be annexed and the Town of Rangely, said property is urban or will be urbanized in the near future, and said property is integrated with or capable of being integrated with the Town of Rangely.
 - (c) No land held in identical ownership in the property proposed to be annexed has been divided into separate parts or parcels without the written consent of the landowners thereof unless such tracts or parcels are divided by a dedicated street, road, or other public way.
 - (d) No land held in identical ownership, whether consisting of one tract or parcel or two or more contiguous tracts or parcels, and having an assessed valuation in excess of \$200,000 has been included without the written consent of the landowners.
 - (e) The proposed annexation shall not result in the detachment of property from one school district to another.
 - (f) The proposed annexation shall not have the effect of extending the boundaries of the Town of Rangely more than three miles in any direction, and the Town of Rangely for the area within the three mile limit has a master plan which generally describes the proposed location of streets, playgrounds, parks, other public ways, grounds. open spaces, public utilities, and

terminals of water, light, sanitation, and power to be provided, and the proposed land uses in the area.

2. It finds that an election is not required inasmuch as 100 percent of the owners in the area proposed to be annexed have signed the petition for annexation of said area.
3. It imposes no additional terms and conditions on the property proposed to be annexed over and above the laws, ordinances, and regulations that apply to all properties within the incorporated limits of the Town of Rangely.
4. It has examined an Annexation Impact Report prepared by Town staff and finds the information provided therein sufficient to support and justify the proposed annexation.
5. It directs the Town Manager to prepare the appropriate ordinance providing for said annexation and submit said ordinance to the Board of Trustees for its consideration.

PASSED APPROVED AND ADOPTED THIS _____ DAY OF _____ 200

ATTEST

BOARD OF
TRUSTEES

(Name), Town Clerk

(Name), Mayor

(Note that an Annexation Impact Report is not required if the annexation consists of less than 10 acres. If it is over ten acres, the preparation of such a report is not needed if the county commissioners and town agree that this requirement can be waived.)

ORDINANCE #

ORDINANCE OF THE TOWN OF RANGELY PROVIDING FOR THE ANNEXATION OF PROPERTY OWNED BY AND LOCATED AND ESTABLISHING THE ZONING DESIGNATION FOR SAID PROPERTY AS

WHEREAS, a petition for annexation of property owned by and located at was submitted to the Board of Trustees of the Town of Rangely; and WHEREAS, one hundred percent (100%) of the owners within said area proposed to be annexed signed said petition for annexation; and

WHEREAS, the Board of Trustees adopted a resolution finding that said petition was in substantial compliance with the requirements of the state statutes and set a public hearing on said petition; and

WHEREAS, the Board of Trustees, following said hearing, adopted a resolution, that among other things, found that the requirements of the Colorado General Statutes regarding the proposed annexation had been satisfied and that no annexation election was required; and

WHEREAS, the Planning and Zoning Commission has determined that such annexation would be in conformance with the Rangely Master Plan and recommended that such annexation be approved by the Board of Trustees; and

WHEREAS, the Planning and Zoning Commission has recommended that the zoning designation for said property be ;

NOW THEREFORE BE IT ORDAINED by the Board of Trustees of the Town of Rangely that the following described property owned by and located is hereby annexed to and made a part of the Town of Rangely, such property shown on a map entitled

and more fully described as follows:

and that the zoning designation for said property be as shown on a map entitled

PASSED, APPROVED, AND ADOPTED THIS DAY OF 100

ATTEST BOARD OF TRUSTEES

(Name), Town Clerk

(Name), Mayor

NOTE: This ordinance must be advertised for public hearing and such hearing held as in the case of any ordinance proposed for action by the Town Council.