

**State Boundary Commission
Petition Application**

A complete petition to the State Boundary Commission includes the following items:

	Proposed Incorporation	Proposed Consolidation	Proposed Annexation
Cover Letter	From the Petitioner to the SBC outlining the reasons for the proposed action, the names and contact information for the Petitioner, City/Village Clerk, Township Clerk, County Clerk, and any other primary stakeholders		
Part I	City/Village Map labeled to match Legal Description	Map of Consolidated Territory labeled to match Legal Description	Map of Territory labeled to match Legal Description
Part II	Legal Description	Legal Description	Legal Description
Part III	Petition Signatures with circulated map	Petition Signatures with circulated map	Resolution or Petition Signatures

Notes regarding Part III:

1. If a city is incorporating or consolidating, Part III requires signatures from a minimum of 5% of the population of the territory affected by the proposed new incorporation, or 100, whichever is greater. [MCL 123.1007 (2)] [MCL 117.6 is superseded by 123.1007 (1)]
2. If all the territory of an organized township is included in the village without boundary changes in the incorporation of a city, the petition is not filed with the commission. [MCL 123.1010a]
3. If a general law village is incorporating as a home rule village without a change in boundaries, the petition is not filed with the commission. [MCL 123.1007 (3)]
4. If a city is annexing by petition, Part III requires:
 - a. A petition signed by 75% of land owners by area of the territory and includes: [MCL 117.6 & 117.9 (7)(b)]
 - i. A sworn statement from all petitioners that each petitioner was shown the attached map or drawing before signing the petition
 - ii. Attach a copy of the deed for the property verifying the description, area and ownership
 - b. A petition signed by 20% of the registered electors who reside in the territory [MCL 117.6]
 - i. Petition signatures
 - ii. A copy of the map shown to the signatories