

SECONDARY ROAD ANNEXATION

The City Development Board (“Board”) provides this summary for general informational purposes only and is not intended to serve as a precise statement of Iowa law concerning boundary adjustments. For further information, review [Iowa Code Chapter 368](#) and [Iowa Administrative Code 263](#). Should you have legal questions concerning the boundary adjustment process, including annexations, City personnel are strongly encouraged to contact their City Attorney.

The Board is required by **Iowa Code §368.7A** to consider annexation of portions of secondary roads having a common boundary with a city. **Iowa Code §368.7A(1)** requires that the Board provide notice and an opportunity to comment to each City in, or next to the territory, of which the secondary road is located.

1. County Board of Supervisors identifies the existence of portions of any secondary roadway which extends to the center line but has not become part of the City by annexation and has a common boundary with the City.
2. The County Board of Supervisors reports unincorporated roads adjacent to City boundaries for annexation to the center line by a notification letter to the Board and includes a legal description and a map identifying the location of the secondary road.
3. The Board provides notice of the County report to the City and offers the City the opportunity to dispute.
4. The issue goes before the Board at its next regularly scheduled meeting.
5. If the Secondary Road Annexation is approved, the Board shall issue a written decision to the City & Board of Supervisors. Upon expiration of the 30-day appeal period, the Board will file copies of the Board’s proceedings with the County Recorder.

PLEASE NOTE: If the Board does not approve, it is due to the fact that the City says the roadway boundary is not adjacent to the Road Right of Way.