



OFFICE OF COUNTY CLERK  
ST. CROIX COUNTY GOVERNMENT CENTER  
1101 CARMICHAEL ROAD  
HUDSON, WI 54016-7710  
PHONE: 715.386.4610 ~ FAX: 715.381.4400  
website: [www.sccwi.us](http://www.sccwi.us)

August 17, 2018

Wisconsin of Administration  
Municipal Boundary Review  
PO Box 1645  
Madison, WI 53701-1645



**RE: ST. CROIX COUNTY RESOLUTIONS**

WI Department of Administration:

Enclosed please find the following:

- **Resolution No. 14 (2018)** – ***Resolution Approving Alteration of Supervisory District Boundary – City of New Richmond (Town of Richmond-Anderson Property)***
- **Resolution No. 15 (2018)** – ***Resolution Approving Alteration of Supervisory District Boundary – City of New Richmond (Town of Star Prairie-DOT and Meyer Property)***

Respectfully,

**Cindy Campbell**  
**St. Croix County Clerk**

CRC:ah  
Enclosures





**Resolution No. 15 (2018)**  
**RESOLUTION APPROVING ALTERATION OF SUPERVISORY**  
**DISTRICT BOUNDARY - CITY OF NEW RICHMOND (TOWN OF**  
**STAR PRAIRIE-DOT AND MEYER PROPERTY)**

1 WHEREAS, in 2011 the St. Croix County Board of Supervisors adopted a 10-year  
2 supervisory district plan creating county supervisory districts, municipal aldermanic districts and  
3 election wards following the 2010 Census; and  
4

5 WHEREAS, Wisconsin Statutes § 59.10(3)(c) allows a county board, in its discretion, to  
6 alter the boundaries of supervisory districts based on annexations which occur after the  
7 adoption of the 10-year supervisory district plan, as long as the number of supervisory districts  
8 is not changed; and  
9

10 WHEREAS, the City of New Richmond completed an annexation in May 2018 of a parcel  
11 described on the attached map consisting of 4.95 acres; and  
12

13 WHEREAS, a map of the annexed parcel, along with a copy of the annexation ordinance  
14 has been filed with the St. Croix County Clerk and are attached; and  
15

16 WHEREAS, the parcel annexed by the City of New Richmond is part of County Supervisor  
17 District 11, consisting of Ward 5, in the Town of Star Prairie; and  
18

19 WHEREAS, it is appropriate to move the annexed parcel into County Supervisor District  
20 12 in Ward 1, City of New Richmond; and  
21

22 WHEREAS, the population of the annexed parcel is zero; and  
23

24 WHEREAS, this resolution does not change the number of supervisory districts.  
25

26 THEREFORE be it resolved by the St. Croix County Board of Supervisors that the  
27 supervisory district boundaries are hereby altered by moving the annexed parcel of land from  
28 County Supervisor District 11 to County Supervisor District 12 consisting of Ward 1 in the City of  
29 New Richmond as shown on the attached.  
30

31 FURTHER be it resolved that the St. Croix County Clerk is hereby directed to forward all  
32 notices required under Wisconsin Statutes, Chapter 59, to the Secretary of State for the purpose  
33 of advising that office of said supervisory district boundary changes.

**STATE OF WISCONSIN**  
**COUNTY OF ST. CROIX**

I, **Cindy Campbell, St. Croix**  
**County Clerk, DO HEREBY CERTIFY** that  
the foregoing is a true and correct copy of  
*Resolution No. 15 (2018)*  
adopted by the County Board of Supervisors  
at their meeting held *Aug. 7, 2018*

*Cindy Campbell / A.H.*  
Cindy Campbell, St. Croix County Clerk



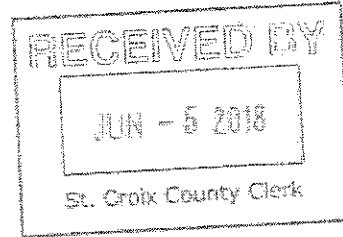
<b>RESULT:</b>	<b>ADOPTED BY CONSENT VOTE [16 TO 0]</b>
<b>MOVER:</b>	Tom Coulter, Supervisor
<b>SECONDER:</b>	Andy Brinkman, Supervisor
<b>AYES:</b>	Schachtner, Nordstrand, Miller, Coulter, Long, Moothedan, Fosterling, Feidler, Ostness, Larson, Hansen, Brinkman, Peterson, Anderson, Achterhof, Leibfried
<b>ABSTAIN:</b>	William Peavey
<b>ABSENT:</b>	Roy Sjoberg, District 13

This Resolution was Adopted by the St. Croix County Board of Supervisors on August 7, 2018

Cindy Campbell, County Clerk

**ORDINANCE #514**

AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF NEW RICHMOND, WISCONSIN.



THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

**Section 1. Territory Annexed.** The following described territory presently located in the Town of Star Prairie is hereby annexed to the City of New Richmond.

**Territory described as follows:**

Located in part of the NE ¼ of the SW ¼ of Section 35, T31N, R18W, Town of Star Prairie, St. Croix County, Wisconsin; described as follows:

Beginning at the Center of Section 35; thence west, Along the east-west ¼ line of said section, 339 feet More or less to the east line of lot 1 of Certified Survey Map recorded in Volume 8, Page 2194,

Document #456928; thence south, along said east line and the southerly extension of said east line, 630 feet more or less to the northerly line of the Wisconsin Central Railroad; thence Easterly, along said northerly line, 361 feet more or less to the north – south ¼ line of said section; thence North, along said north-south ¼ line, 607 feet more or less to the point of beginning. Parcel contains approximately 4.95 acres. (Owned by WI DOT and Michael & Deborah Meyer)

**City of New Richmond**

156 East First Street  
New Richmond, WI 50417

**038-1141-70-100**

**038-1141-80-000**

**Section 2. Effect of Annexation.** From and after the date of this ordinance the territory described in Section 1 shall be a part of the City of New Richmond, for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of New Richmond.

**Section 3. Zoning Classification.** (a) Upon recommendation to the City Council of the City of New Richmond the territory described above, annexed to the City of New Richmond by this ordinance is designated as Z3 Multi-Use Corridor District

**Section 4. Ward Designation.** The territory described in Section 1 of this ordinance is hereby designated as part of Ward 1, Aldermanic District 1, of the City of New Richmond.

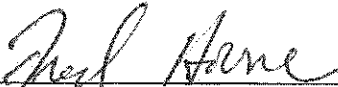
**Section 5. Severability.** If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

**Section 6. Effective Date.** This ordinance shall take effect upon passage and publication as provided by law.

I, Tanya Batchelor, Clerk of the City of New Richmond, Wisconsin, do hereby certify that the foregoing is a correct copy of an Ordinance introduced at a regular meeting of the Common Council

of the City of New Richmond on May 14, 2018 adopted by more than two-thirds vote, and recorded in the minutes of said meeting.

Passed and approved: May 14, 2018  
Published and effective: May 31, 2018

  
\_\_\_\_\_  
Fred Horne, Mayor

ATTEST:

  
\_\_\_\_\_  
Tanya Batchelor, City Clerk

**CERTIFICATION OF POPULATION**

**I, Tanya Batchelor, City Clerk of the City of New Richmond,  
County of St. Croix, State of Wisconsin, do hereby certify that the total  
population of the annexation is ( 0 ) ZERO, annexed from the Township  
of Star Prairie by Ordinance No. 514, adopted May 14, 2018.**

*Tanya Batchelor*  
**Tanya Batchelor,  
City Clerk**

City of New Richmond  
156 East First Street  
New Richmond, WI 54017

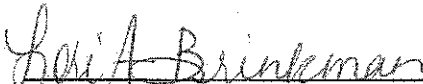
**CERTIFICATION**

I hereby certify that the foregoing Ordinance #514 is a true, correct, and complete copy of the original ordinance signed on May 14, 2018.

Dated this 1<sup>st</sup> day of June, 2018.



Tanya Batchelor,  
City Clerk



Notary Public

My commission expires: 10/9/20



3601 Thurston Avenue  
Anoka, MN 55303  
763.231.5840  
TPC@PlanningCo.com

## MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 1 May 2018

RE: New Richmond – Meyer/DOT Annexation

TPC FILE: 164.02

## BACKGROUND

The City has received a petition from Michael and Deborah Meyer to annex a parcel located within Star Prairie Township. The Meyer property is currently developed with a single family dwelling. Meyer is petitioning for annexation to allow for the single family dwelling to be connected to City sewer and water utilities. The Wisconsin Department of Transportation WI/DoT has also joined the petition to annex an undeveloped parcel and public right of way west of the Meyer property. Annexation petitions are subject to review by the Plan Commission and approval of the City Council. A public hearing to consider the annexation petition has been noticed for the Plan Commission meeting on May 8, 2018.

## ANALYSIS

**Comprehensive Plan.** The Highways 64 & 65 Land Use and Thoroughfares Plan did not guide the subject site for specific land uses. Land uses to the north and east are guided for mixed use commercial development and medium density residential development is guided to the west. The draft Comprehensive Plan update guides the property for mixed use corridor development. Annexation of the properties provides for future orderly growth of planned urban uses consistent with the current and draft Comprehensive Plan.

**Zoning.** Annexation of the parcel is to occur by adoption of an ordinance by the City Council and recorded with the Secretary of State and St. Croix County Recorder. The annexation will be effective upon the date after the annexation ordinance is published. Section 121-36.G of the Zoning Ordinance states that properties annexed to the City are designated as Z1 District,

unless otherwise approved by the City Council. Based on utilities being available to the properties, we recommend that the properties be zoned Z3 District to allow for the existing single family dwelling on the Meyer lot as a permitted use and anticipate future opportunities for redevelopment based on access and visibility from Highway 64.

**Surrounding Uses.** The existing and planned uses surrounding the subject site are described in the table below. The subject site is contiguous to existing properties within the City to the north. Annexation of the subject site will allow for a logical long-term expansion of urban development within the City as guided by the Comprehensive Plan.

Direction	Jurisdiction	Land Use Plan	Zoning Map	Existing Use
North	City	Mixed Use	Z2 District	Undeveloped
East	City	Mixed Use	NA	Undeveloped
South	Town	Highway 64	NA	NA
West	Town	Mixed Use	NA	Rural residential

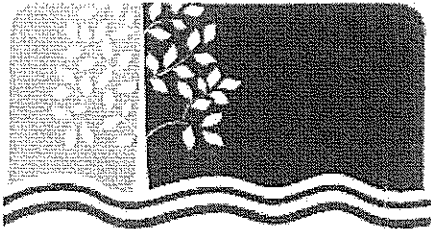
**Star Prairie Boundary Agreement.** The City and Star Prairie Township entered into a Cooperative Plan regarding future boundaries dated 31 July 2012. The property is located within the Urban Reserve Area designated by the Cooperative Plan. Annexation of property within the Urban Reserve Area from Star Prairie Township to the City of New Richmond is outlined in Section 3 of the Cooperative Plan. Section 3.2.1 of the Cooperative Plan states that a property owner may submit a written petition to the City Clerk requesting attachment of their property from Star Prairie Township to the City of New Richmond. Section 3.6.1 of the Cooperative Plan requires the City Clerk to provide written notice of the attachment request (including the petition) to Star Prairie Township. Section 3.6.2 of the Cooperative Plan allows Star Prairie Township 30 days from receipt of the notice to respond with any objections to the proposed attachment. Section 3.8 of the Cooperative Plan states that the attachment is to be effected by adoption of an ordinance by the City Council. Section 3.2.1 of the Cooperative Plan states that the City may accept the petition, accept the petition subject to conditions, or deny the petition. If the petition is accepted and the attachment ordinance adopted by the City Council, the annexation becomes effective upon publication of said ordinance in accordance with Section 3.9 of the Cooperative Plan. The City is also responsible for filing necessary documents with the Secretary of State and St. Croix County.

## RECOMMENDATION

The petition for annexation of the Michael and Deborah Meyer and WI/DoT property is consistent with the City's Comprehensive Plan and the Star Prairie Cooperative Plan. The Development Review Committee considered the annexation petition at their meeting on 30 April 2018 and recommends approval.

## POSSIBLE ACTION

- A. Motion to recommend City Council **approval** of an ordinance annexing property with a zoning designation of Z3 District owned by Michael and Deborah Meyer and WI/DOT to the City of New Richmond, subject to the following condition:
  - 1. Meyer shall provide for the single family dwelling upon their property to be connected to City sewer and water utilities within six (6) months from the date of annexation.
  
- B. Motion to recommend the City Council **deny** the annexation petition based on a finding that such action is not consistent with the policies of the Comprehensive Plan.
  
- C. Motion to **table**.
  
- c. Michael Darrow, City Administrator  
Nick Vivian, City Attorney  
Jeremiah Wendt, Public Works Director  
Sarah Skinner, Building Inspector



CITY OF NEW RICHMOND  
THE CITY BEAUTIFUL

## PETITION FOR ANNEXATION

### PURSUANT TO SECTION 66.0217(2) WISCONSIN STATUTES WHERE NO ELECTORS RESIDE IN TERRITORY

We, the undersigned, constituting all of the owners of the real property, and all of the electors residing in, the following territory of the town(s) of Star Prairie, St. Croix County, Wisconsin, lying contiguous to the City of New Richmond to annex the territory described below and shown on the attached scale map to the City of New Richmond, St. Croix, Wisconsin: (Please attach description)

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Michael + Deborah Meyer

Signature of Petitioners	Date	Owner/Elector	Parcel Number
<u>[Signature]</u>	<u>3/8/2018</u>	<u>owner</u>	<u>038-1141-80-000</u>

#### ADDITIONAL INFORMATION NEEDED

Approximate Value: Land \$ \_\_\_\_\_ Improvements \$ \_\_\_\_\_ Total \$ 75,000

Tax ID 038-1141-80-000 Annual Town Property Taxes \$ \_\_\_\_\_

Number of Electors 0

Present Land Use: Undeveloped \_\_\_\_\_ % Commercial \_\_\_\_\_ % Industrial \_\_\_\_\_ %  
Residential 100 % Recreational % \_\_\_\_\_

Anticipated Land Use: Commercial \_\_\_\_\_ % Industrial \_\_\_\_\_ %  
Residential 100 % Recreational \_\_\_\_\_ %

Nature of land use adjacent to this property:

In the City? \_\_\_\_\_

In the Town? \_\_\_\_\_

Application must be submitted to the Clerk at least four weeks prior to the Plan Commission meeting. Application must include a metes and bounds description of the property to be annexed and a scale map of the area.



# PETITION FOR ANNEXATION

## PURSUANT TO SECTION 66.0217(2) WISCONSIN STATUTES WHERE NO ELECTORS RESIDE IN TERRITORY

We, the undersigned, constituting all of the owners of the real property, and all of the electors residing in, the following territory of the town(s) of Star Prairie, St. Croix County, Wisconsin, lying contiguous to the City of New Richmond to annex the territory described below and shown on the attached scale map to the City of New Richmond, St. Croix, Wisconsin: (Please attach description)

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioners	Date	Owner/Elector	Parcel Number
<sup>1</sup> <i>Jeffrey L Emerson</i>	4/19/18	WisDOT Rep, No objections	038-1141-80-001

### ADDITIONAL INFORMATION NEEDED

Approximate Value: Land \$ \_\_\_\_\_ Improvements \$ \_\_\_\_\_

Tax ID 038-1141-80-001 Annual Town Property Taxes \$ 0

Number of Electors 0

Present Land Use: Undeveloped 100 % Commercial \_\_\_\_\_ % Industrial \_\_\_\_\_ %  
 Residential \_\_\_\_\_ % Recreational % \_\_\_\_\_  
*+ Road Right-of-way*

Anticipated Land Use: Commercial \_\_\_\_\_ % Industrial \_\_\_\_\_ %  
 Residential 100 % Recreational \_\_\_\_\_ %

Nature of land use adjacent to this property:

In the City? Residential + Ag

In the Town? Residential + Ag

Application must be submitted to the Clerk at least four weeks prior to the Plan Commission meeting. Application must include a metes and bounds description of the property to be annexed and a scale map of the area.

# MAP OF ANNEXATION

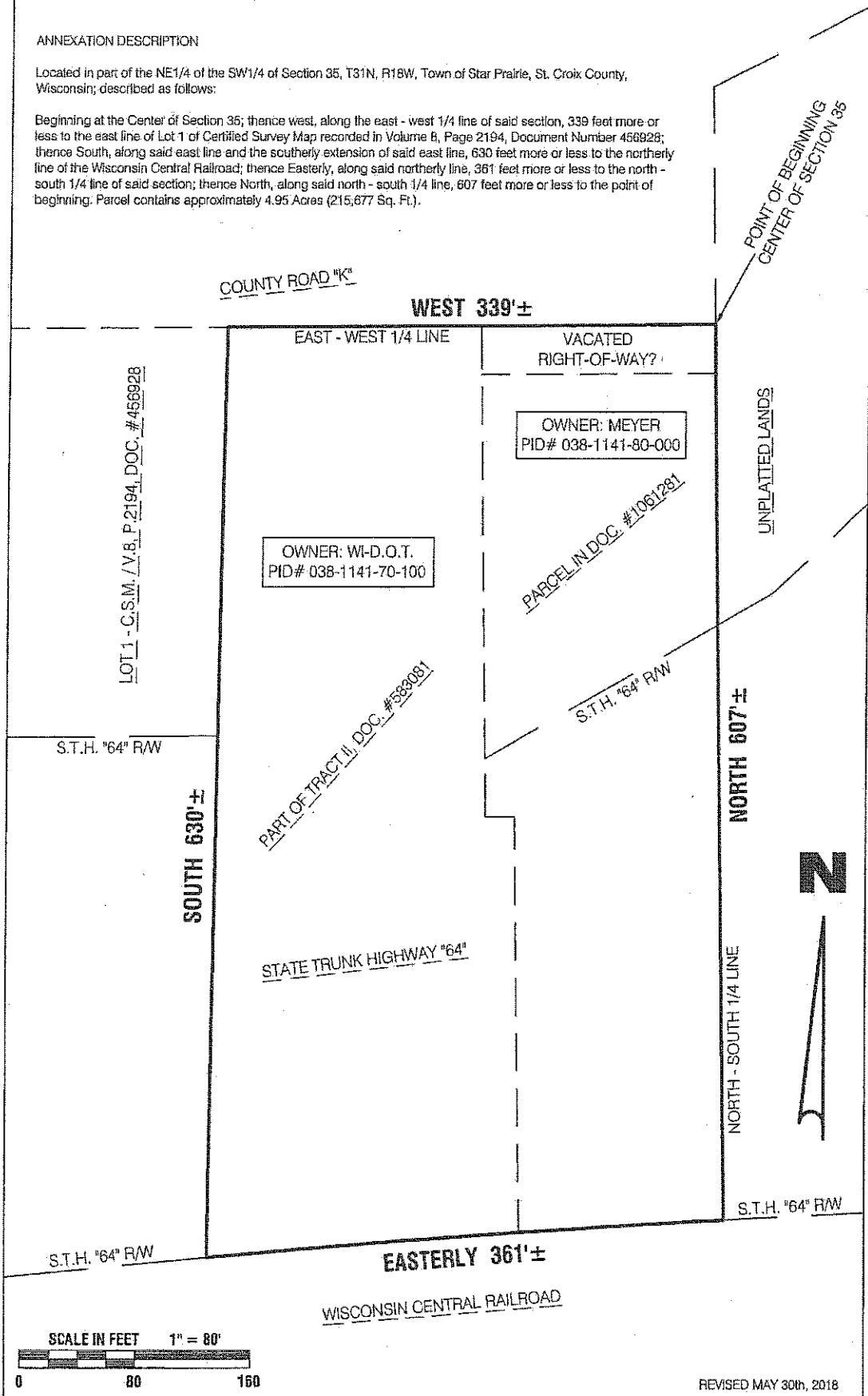
OWNERS: WI-D.O.T. / MEYER

LOCATED IN PART OF THE NE1/4 OF THE SW1/4 OF SECTION 35, T31N, R18W,  
TOWN OF STAR PRAIRIE, ST. CROIX COUNTY, WISCONSIN.

## ANNEXATION DESCRIPTION

Located in part of the NE1/4 of the SW1/4 of Section 35, T31N, R18W, Town of Star Prairie, St. Croix County, Wisconsin; described as follows:

Beginning at the Center of Section 35; thence west, along the east - west 1/4 line of said section, 339 feet more or less to the east line of Lot 1 of Certified Survey Map recorded in Volume 8, Page 2194, Document Number 456928; thence South, along said east line and the southerly extension of said east line, 630 feet more or less to the northerly line of the Wisconsin Central Railroad; thence Easterly, along said northerly line, 361 feet more or less to the north - south 1/4 line of said section; thence North, along said north - south 1/4 line, 607 feet more or less to the point of beginning. Parcel contains approximately 4.95 Acres (215,677 Sq. Ft.).



SCALE IN FEET 1" = 80'



REVISED MAY 30th, 2018

**WI-D.O.T. / MEYER**

**ANNEXATION DESCRIPTION**

Located in part of the NE1/4 of the SW1/4 of Section 35, T31N, R18W, Town of Star Prairie, St. Croix County, Wisconsin; described as follows:

Beginning at the Center of Section 35; thence west, along the east - west 1/4 line of said section, 339 feet more or less to the east line of Lot 1 of Certified Survey Map recorded in Volume 8, Page 2194, Document Number 456928; thence South, along said east line and the southerly extension of said east line, 630 feet more or less to the northerly line of the Wisconsin Central Railroad; thence Easterly, along said northerly line, 361 feet more or less to the north - south 1/4 line of said section; thence North, along said north - south 1/4 line, 607 feet more or less to the point of beginning. Parcel contains approximately 4.95 Acres (215,677 Sq. Ft.).

03/15/18

All area in yellow  
is in the City

Annexation  
Area

Township

NEW RICHMOND

35

64

BRIGETTA DR

N 4TH ST

LEILA LN

LAKE



**DISCLAIMER:** This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

