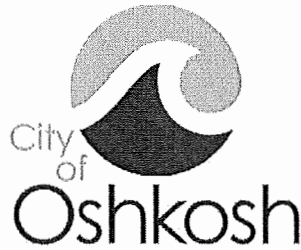


ORD12073

**RECEIVED**  
04/30/2026  
Municipal Boundary Review  
Wisconsin Dept. of Admin.



**CERTIFICATE OF CITY CLERK**

STATE OF WISCONSIN            )  
COUNTY OF WINNEBAGO        )  
CITY OF OSHKOSH                )

I, Darla M. Salinas, hereby certify that I am the duly appointed, qualified and acting CITY CLERK of the CITY OF OSHKOSH, Winnebago County, State of Wisconsin, and as such have charge of the official records of the City:

I further certify that this is a true and correct copy of Ordinance No. 26-21 and the original is on file in the City Clerk's office. The population of the territory being attached is two (2) persons. The **MBR number is 14836.**

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the City of Oshkosh, this 30<sup>th</sup> day of April, 2026.

Darla M. Salinas, CMC, WCMC  
City Clerk





4/21/26

26-21 ORDINANCE

CARRIED

7-0

PURPOSE: APPROVE MELLENTHIN ANNEXATION TO THE CITY FROM THE TOWN OF OSHKOSH – LOCATED AT 2732 JACKSON STREET, PARCEL 018020001

INITIATED BY: MICHAEL AND ANNE MELLENTHIN

PLAN COMMISSION RECOMMENDATION: Approved

A GENERAL ORDINANCE OF THE CITY ANNEXING CERTAIN TERRITORY FROM THE TOWN OF OSHKOSH TO THE CITY OF OSHKOSH.

WHEREAS, an annexation petition duly circulated has heretofore been signed by the owners of all the real property subject to this annexation and all of the electors residing in the proposed annexation territory; and

WHEREAS, Section 66.0217(2) of the Wisconsin Statutes allows for petition to be filed without a notice of intention to circulate in an annexation by unanimous approval; and

The Common Council of the City of Oshkosh does ordain as follows:

WHEREAS, the annexation petition together with a description of the territory to be annexed and a scale map showing the boundaries of such territory and its relation to the municipalities involved, have been filed with the City Clerk of the City of Oshkosh and the Town Clerk for the Town of Oshkosh; and

WHEREAS, a copy of said annexation petition together with a description of the territory to be annexed and a scale map having been mailed to the Oshkosh Area School District Clerk and the Division of Municipal Boundary Review of the State of Wisconsin Department of Administration within five (5) days of the filing of said petition; and

WHEREAS, not more than one hundred twenty (120) days have lapsed since the filing of the annexation petition; and

WHEREAS, the Division of Municipal Boundary Review of the State of Wisconsin Department of Administration has issued opinion that the annexation is in the public interest; and

WHEREAS, the petitioners have requested that the annexation ordinance temporarily and permanently designate the classification of the annexed area for zoning purposes; and

WHEREAS, the Plan Commission of the City of Oshkosh is recommending that said property be temporarily and permanently zoned as follows: Suburban Mixed-Use District (SMU)

SECTION 1 A petition by unanimous approval pursuant to Section 66.0217(2), Wis. Stats has been filed with the Clerk of the City of Oshkosh requesting the annexation of the hereinafter described territory located in the Town of Oshkosh, Winnebago County, Wisconsin to the City of Oshkosh, Winnebago County, Wisconsin:

Tax Parcel No.: 018020001

Attached hereto, and identified as Exhibit A, is a legal description of the territory annexed herein.

The current population of this territory is 2.

SECTION 2 The Common Council adopts said Petition for Annexation, thereby ordaining that the above-described territory presently in the Town of Oshkosh, Winnebago County, Wisconsin, is hereby annexed to and made part of the City of Oshkosh, Winnebago County, Wisconsin pursuant to Section 66.0217(2) of the Wisconsin Statutes.

SECTION 3. All such annexed territory shall be a part of the City of Oshkosh for any and all purposes provided by law and shall be subject to the laws, ordinances, rules and regulations of the City of Oshkosh applicable thereto.

SECTION 4. That the above-described annexed property is hereby temporarily and permanently zoned as follows: Suburban Mixed-Use District (SMU).

SECTION 5. That the above-described annexed property prior to annexation was part of the Oshkosh Area School District and such territory shall remain part of the Oshkosh Area School District.

SECTION 6. The territory is hereby made part of Assessor's Ward 15, District 3, Ward 29 of the City of Oshkosh.

SECTION 7. That upon adoption of this Ordinance, the Clerk shall file a certified copy of this Ordinance, a Certificate of Annexation and a scale map of the property annexed with the Secretary of Administration, with any utility company currently providing services to such area, with the Winnebago County Register of Deeds and with the Oshkosh Area School District in accordance with Section 66.0217(9), Wis., Stats., and further, said Clerk shall give written notice of acceptance of such Petition for Annexation to the Town of Oshkosh.

SECTION 8. Section 1-28 and 1-29 of the Oshkosh Municipal Code pertaining to City

Boundaries and Benchmarks are hereby amended as to reflect the provision of this Ordinance and the proper City officials are hereby directed to make such changes.

SECTION 9. Severability. If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstance 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 10. Pursuant to Wis. Stats. Section 66.0217 (14)(a)(1), the City of Oshkosh agrees to pay annually to the Town of Oshkosh, for five (5) years, an amount equal to the amount of property taxes that the Town of Oshkosh levied on the annexed territory, as shown by the tax roll under Wis. Stats. Section 70.65, in the year which the annexation is final.

SECTION 11. This Ordinance shall take effect upon passage and publication as provided by law.


SECTION 12. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #26-21 APPROVE MELLENTHIN ANNEXATION TO THE CITY FROM THE TOWN OF OSHKOSH -- LOCATED AT 2732 JACKSON STREET PARCEL 018020001 on April 21, 2026. This ordinance annexes the Mellenthin Annexation located at 2732 Jackson Street into the City of Oshkosh from the Town of Oshkosh, parcel 018020001. The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and on the City's website at [www.oshkoshwi.gov](http://www.oshkoshwi.gov). Clerk's phone: (920) 236-5011.

STATE OF WISCONSIN            )  
COUNTY OF WINNEBAGO    ) SS  
CITY OF OSHKOSH            )

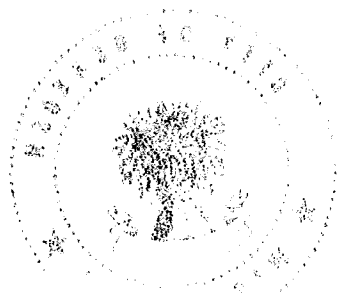
I, Darla M. Salinas, City Clerk for the City of Oshkosh, Winnebago County, Wisconsin, do hereby certify that this Ordinance (26-21) is a true and correct copy of the original on file in my office, adopted by the Common Council of the City of Oshkosh, Wisconsin at the meeting held on April 21, 2026.

Witness my hand and the Corporation seal of the City of Oshkosh, Wisconsin.

DATED: April 30, 2026

  
Darla M. Salinas, CMC, WCMC  
City Clerk, City of Oshkosh  
Winnebago County, Wisconsin





MELLENTHIN ANNEXATION FROM THE TOWN OF OSHKOSH – 2732 JACKSON STREET,  
PARCEL 01802000100

LAND DESCRIBED IN DOCUMENT NUMBER 1920472, WINNEBAGO COUNTY REGISTER OF DEEDS, BEING PART OF THE NORTHWEST  $\frac{1}{4}$  OF THE NORTHWEST  $\frac{1}{4}$  OF SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING FROM THE NORTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST; THENCE S01°13'01"E, 660.41 FEET ALONG THE WEST LINE OF THE NORTHWEST  $\frac{1}{4}$  OF SAID SECTION 12 TO THE POINT OF BEGINNING; THENCE N89°04'04"E, 300.00 FEET; THENCE S01°13'01"E, 150.00 FEET; THENCE S89°04'04"W, 300.00 FEET TO A POINT ON SAID WEST LINE OF THE NORTHWEST  $\frac{1}{4}$  OF SECTION 12; THENCE N01°13'01"W, 150.00 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. SAID AREA CONTAINS 45,000 SQUARE FEET OR 1.033 ACRES, MORE OR LESS.

CSM 3923

LOT 2

Town of Oshkosh

City of Oshkosh

LOT 1  
CSM 3055

NE 1/4, NE 1/4  
SECTION 11-18-16

NORTHWEST CORNER  
SECTION 12-18-16  
(BERNTSEN MONUMENT)

CSM 4728  
LOT 1

ID: 91519590201

ANNEXATION AREA:  
45,000 SQUARE FEET/  
1.033 ACRES

PARCEL 018020001  
(2732 JACKSON STREET)

TO BE ZONED:  
SUBURBAN MIXED USE (SMU)

RECEIVED  
FEB 20 2026  
CITY CLERK'S OFFICE

WEST LINE OF THE NORTHWEST 1/4 SECTION 12-18-16

S01°13'01"E 660.41'

N89°04'04"E 300.00'

City of Oshkosh

Town of Oshkosh

NW 1/4, NW 1/4  
SECTION 12-18-16

ID: 018020001

ID: 018020002

POINT  
OF  
BEGINNING

N01°13'01"W  
150.00'

S01°13'01"E  
150.00'

S89°04'04"W 300.00'

ID: 018020003

CSM 1388

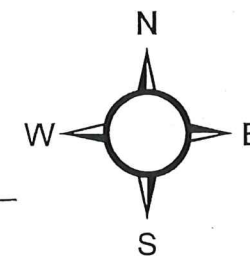
LOT 1

ID: 01802000

LOT 2

Town of Oshkosh

City of Oshkosh



NORTH IS REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST,  
WHICH BEARS N01°13'01"W PER THE WINNEBAGO COUNTY COORDINATE SYSTEM

JACKSON ST (STH 76)



CITY OF OSHKOSH  
PLANNING SERVICES DIVISION

MELLENTHIN UNANIMOUS ANNEXATION  
FROM THE TOWN OF OSHKOSH

GRAPHIC SCALE: 0 25 50 100  
SCALE: 1" = 100 FEET Feet

LAND DESCRIBED IN DOCUMENT NUMBER 1920472,  
WINNEBAGO COUNTY REGISTER OF DEEDS, BEING  
PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF  
SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST,  
TOWN OF OSHKOSH, WINNEBAGO COUNTY,  
WISCONSIN

DATE  
DRAWN: FEBRUARY 19, 2026

# PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN:

WHEREAS, the undersigned constituting all of the electors and all of the owners of real property in the territory proposed to be annexed;

NOW, THEREFORE, PETITION IS HEREBY MADE by unanimous approval pursuant to the provisions of Sec. 66.0217(2) of the Wisconsin Statutes, for direct annexation to the City of Oshkosh, Wisconsin, from the Town of Oshkosh, Winnebago County, Wisconsin, of the real estate hereinafter described.

That pursuant to Sec. 66.0217(2), petition is hereby made without compliance to the notice requirements of Sec. 66.0217(4) of the Wisconsin Statutes.

That the current population of the territory to be annexed as defined by Sec. 66.0201(2)(dm) of the Wisconsin Statutes is Two (2).

That the territory to be annexed is contiguous to the City of Oshkosh, is located in the Town of Oshkosh, Winnebago County, Wisconsin and is described as follows:



RECEIVED  
FEB 20 2026

### MELLENTHIN ANNEXATION

CITY CLERK'S OFFICE

LAND DESCRIBED IN DOCUMENT NUMBER 1920472, WINNEBAGO COUNTY REGISTER OF DEEDS, BEING PART OF THE NORTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING FROM THE NORTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST; THENCE S01°13'01"E, 660.41 FEET ALONG THE WEST LINE OF THE NORTHWEST ¼ OF SAID SECTION 12 TO THE POINT OF BEGINNING; THENCE N89°04'04"E, 300.00 FEET; THENCE S01°13'01"E, 150.00 FEET; THENCE S89°04'04"W, 300.00 FEET TO A POINT ON SAID WEST LINE OF THE NORTHWEST ¼ OF SECTION 12; THENCE N01°13'01"W, 150.00 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. SAID AREA CONTAINS 45,000 SQUARE FEET OR 1.033 ACRES, MORE OR LESS. ALSO KNOWN AS 2732 JACKSON STREET, PARCEL ID 01802000100.

That attached hereto is a scaled map reasonably showing the boundaries of the following described territory to be annexed and its relation to the municipalities involved.

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	Anne M. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100
	Michael V. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100

# PETITION FOR TEMPORARY AND PERMANENT ZONING CLASSIFICATION

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH:

WHEREAS the undersigned are electors and/or property owners in the area being sought to be annexed to the City of Oshkosh, said area being more particularly described in a certain petition for unanimous annexation to the City of Oshkosh,

Mellenthin Annexation,

and,

WHEREAS it is acknowledged by the undersigned that the submitting of this petition does not in any matter attempt to make said petition for direct annexation conditional upon this petition or the action taken by the said Common Council pursuant to this petition.



NOW, THEREFORE, the undersigned petition the Common Council of the City of Oshkosh that the ordinance annexing said territory include a provision temporarily designating the classification for zoning purposes, pursuant to Sec. 66.0217(8) of the Wisconsin Statutes, until the zoning ordinance is amended as prescribed in Sec. 62.23(7)(d) of the Wisconsin Statutes, as follows:

SUBURBAN MIXED USE  
(SMU)

RECEIVED

FEB 20 2026

CITY CLERK'S OFFICE

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	Anne M. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100
	Michael V. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100

# Wisconsin Annexation/Attachment/Detachment Ordinance Filing Checklist

(This Checklist is a DOA guide for preparing statutorily compliant filing submittals pursuant to Wis. Stats. s.66.0217(9)(a).)

**Email a legible PDF copy of the 3 required filing documents to either:  
mds@wi.gov or wimunicipalboundaryreview@wisconsin.gov**

All land transfer ordinance filing submittal packets must contain the following 3 documents: 1) a certified copy of the ordinance document, 2) a separate clerk's certificate document, and 3) a plat/scale map page document.

For detachment ordinances adopted pursuant to Wis. Stats. 66.0227, a copy of the associated attachment ordinance adopted by the municipality accepting the territory must also be submitted by the clerk from the detachment municipality.

If the official documents use color, the scanned documents submitted to the DOA should also contain color. Also, scan large plat/scale map documents at full size. The Map's required component parts must all be legible.

*If email/scanning technology is not available to you, mail one copy of the required filing documents to the address below. Please do not send the same filing submittal via both email and the US Mail.*

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

**Please include the following information within your ordinance filing documents.**

*(Missing items or component parts will cause a delay in filing. Contact us if you have questions.)*

**Using the list below, make a statement of the specific "statute number" and its associated "type of land transfer" within your ordinance document and/or the clerk's certificate document:**

**Section 1 Statutory Options: "Ordinance No. \_\_\_ is adopted pursuant to ..."**

Wis. Stats. s.66.0217(2); Direct Annexation By Unanimous Approval

Wis. Stats. s.66.0217(3)(a); Direct Annexation By One-half Approval

Wis. Stats. s.66.0217(3)(b); Annexation By Referendum

Wis. Stats. s.66.0219; Annexation by City or Village Initiated Referendum

Wis. Stats. s.66.0225; Annexation Resulting from Court Stipulation or Order

Wis. Stats. s.66.0227; Detachment/Attachment of City or Village Territory

Wis. Stats. s.66.0301; Attachment Resulting from Boundary Agreement

Wis. Stats. s.66.0307; Attachment Resulting from Cooperative Boundary Plan

(Proceed to **Section 1** on page 2 for further details on required filing submittal component parts.)

**Section 2 Statutory Options: "Ordinance No. \_\_\_ is adopted pursuant to ..."**

Wis. Stats. s.66.0221; Annexation of Town Islands

Wis. Stats. s.66.0223; Annexation of Territory Owned by a City or Village

(Proceed to **Section 2** on page 3 for further details on required filing submittal component parts.)

**See Section 3 for additional filing requirements for all land transfers:**

Wisconsin Elections Commission Requirements

Filing with County Clerk Requirements

## Wisconsin Annexation/Attachment/Detachment Ordinance Filing Checklist

(This Checklist is a DOA guide for preparing statutorily compliant filing submittals pursuant to Wis. Stats. s.66.0217(9)(a).)

- Clerk's Certificate Document:** Municipal Clerk's document with original signature certifying that the documents submitted for filing at the DOA is an official copy of the adopted documents. (See [Examples](#))

**Please include the following information within your filed ordinance and/or clerk's certificate:**

- Municipal Boundary Review (MBR) Number assigned to petition when reviewed by DOA.** (MBR #s are only assigned by the WI DOA MBR for annexation reviews conducted in counties with populations over 50,000.)
- Square feet or acres:** Acreage is preferred. Please list the area of the land transferred. If land comes from multiple municipalities, show separate areas for each.
- Parcel Number(s):** If available. (If only part of a tax parcel is being transferred, include that base number.)

See [Section 3](#) for additional filing requirements for all adopted land transfer ordinances.

### Section 2

**In addition to the type of land transfer, the following items MUST be included with your filed ordinance:**

- A copy of the adopted ordinance, including a statement of the ordinance's "Effective Date."**
- Population:** Include the number of all people living on the transferred land. If transferring from more than one municipality, include population for each affected municipality
- Accurate Legal Description** of the territory being transferred. (See **Complete Legal Description** text in [Section 1](#) above.)
- A Map Page Document.** As described in [Section 1](#), the plat/scale map must be an accurate reflection of the territory's accurate/complete legal description and include the 5 required component parts.
- Clerk's Certificate Document:** Municipal Clerk's document with original signature certifying that the documents submitted for filing at the DOA is an official copy of the adopted documents. (See [Examples](#))

See [Section 3](#) for additional filing requirements for all adopted land transfer ordinances.

**Please include the following information with your filed ordinance:**

- Square feet or acres:** Acreage is preferred. Please list the area of the land transferred. If land comes from multiple municipalities, show separate areas for each.
- Parcel Number(s):** If available. (If only part of a tax parcel is being transferred, include that base number.)
- Parcel Number(s):** A statement of the Ward data assigned to the territory transferred.