

# Request for Annexation Review

13802

Wisconsin Department of Administration

WI Dept. of Administration  
Municipal Boundary Review  
101 E. Wilson Street, 9<sup>th</sup> Floor  
Madison WI 53703  
608-264-6102 Fax: 608-264-6104  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
<http://doa.wi.gov/municipalboundaryreview/>

## Petitioner Information

Name: **BEST MAID LLC**

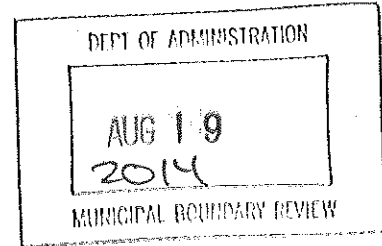
Address: **BEST MAID LLC**

**1147 BENSON STREET**

**RIVER FALLS, WI 54022**

Email: **N/A**

## Office use only:



1. Town where property is located: **KINNICKINNIC**

2. Petitioned City or Village: **CITY OF RIVER FALLS**

3. County where property is located: **ST. CROIX**

4. Population of the territory to be annexed: **0**

5. Area (in acres) of the territory to be annexed:

6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **022-1091-10-000**

Petitioners phone:

**715-426-2090**

Town clerk's phone:

**715-425-8082**

City/Village clerk's phone:

**715-426-3425**

## Contact Information if different than petitioner:

Representative's Name and Address:

**MIKE HUTH, CITY MANAGEMENT  
ANALYST**

**CITY OF RIVER FALLS**

**222 LEWIS STREET**

**RIVER FALLS, WI 54022**

Phone: **715-426-3425**

E-mail: **MHUTH@RFCITY.ORG**

Surveyor or Engineering Firm's Name & Address:  
**DOUGLAS ZAHLER**

**S & N SURVEYING**

**2920 ENLOE STREET SUITE: 101**

**HUDSON, WI 54016**

Phone: **715-361-5277**

E-mail:

**DZAHLER@AUTHCONSULTING.COM**

## Required Items to be provided with submission (to be completed by petitioner):

1. ☒ Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
2. ☒ Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
3. ☐ Signed Petition or Notice of Intent to Circulate is included
4. Indicate Statutory annexation method used:
  - ☒ Unanimous per s. 66.0217 (2), or,  
OR
  - ☐ Direct by one-half approval per s. 66.0217 (3)
5. ☒ Check or money order covering review fee [see next page for fee calculation]

## ANNEXATION SUBMITTAL GUIDE

13802

### s. 66.0217 (5) THE PETITION

- ☒ State the purpose of the petition:
- Direct annexation by unanimous approval; OR
  - Direct annexation by one-half approval; OR
  - Annexation by referendum.
- ☒ Petition must be signed by:
- All owners and electors, if by unanimous approval.
  - See 66.0217 (3) (a), if by one-half approval.
  - See 66.0217 (3) (b), if by referendum.
- ☒ State the population of the land to be annexed.

*[It is beneficial to include Parcel ID or Tax numbers, the parcel area, and identify the annexee (Town) and annexor (Village or City) in the petition.]*

### s. 66.0217 (1) (c) THE DESCRIPTION

☒ The annexation petition must include a legal description of the land to be annexed. The land must be described by reference to the government lot, private claim, quarter-section, section, town and range in which the land lies. The land must be further described by metes and bounds commencing from a monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the land lies; OR

☐ If the land is wholly and entirely within a lot or lots, or all of a block or blocks of a recorded subdivision plat or certified survey map, it must be described by reference to the lot (s) and/or block (s) therein, along with the name of the plat or the number, volume, page, and County of the certified survey map.

☐ The land may NOT be described by:

- Aliquot part;
- Reference to any other document (plat of survey, deed, etc.);
- Exception or Inclusion;
- Parcel ID or tax number.

### s. 66.0217 (1) (g) THE MAP

☒ The map shall be an *accurate reflection* of the legal description of the parcel being annexed. As such, it must show:

- A tie line from the parcel to the monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the parcel lies. The corner and monument must be identified.
- Bearings and distances along all parcel boundaries as described.
- All adjoining as referenced in the description.

☒ The map must include a **graphic scale**.

☒ The map must show and identify the existing municipal boundary, in relation to the parcel being annexed.

*[It is beneficial to include a North arrow, and identify adjacent streets and parcels on the map.]*

### s. 66.0217 FILING

☒ The petition must be filed with the Clerk of the annexing City or Village and with the Clerk of the Town in which the land is located.

☒ If the annexation is by one-half approval, or by referendum, the petitioner must post notice of the proposed annexation as required by s. 66.0217 (4).

☒ If the lands being annexed are within a County of 50,000 or greater population, the petition must also be filed with the Department of Administration for review

*[Note that no municipality within a County of 50,000 or greater population may enact an annexation ordinance prior to receiving a review determination from the Department of Administration.]*

## AFFIDAVIT

13802

In the matter of the Petition for Annexation filed with the City Clerk, City of River Falls, on August 14, 2014 at 11:20 a.m.

Said Petition was submitted by Best Maid LLC and the City of River Falls, Wi, all being the owners of all real property in the Town of Kinnickinnic for land described as follows:

### PARCEL A

A parcel of land located in part of the Southwest Quarter of the Northwest Quarter and part of the Southeast quarter of the Northwest Quarter of Section 31, T28N, R18W, St. Croix County, Wisconsin; described as follows:

Beginning at the southeast corner of Lot 7 of the plat of River Falls Industrial Park; thence, along the east line of said plat and the east line of Lot 16 of Certified Survey Map Volume 22, Page 5396, N00°06'09"E a distance of 763.69 feet to the southwesterly right-of-way of State Trunk Highway "65"; thence along said right-of-way, S49°00'27"E a distance of 280.15 feet; thence, along said right-of-way, S57°03'40"E a distance of 216.92 feet; thence, along said right-of-way, S60°50'56"E a distance of 887.19 feet; thence, along said right-of-way, S41°17'15"E a distance of 56.96 feet to the south line of said Southeast Quarter of the Northwest Quarter; thence, along said south line, N89°23'00"W a distance of 1158.72 feet to the southeast corner of said Southwest Quarter of the Northwest Quarter; thence, along the south line of said Southwest Quarter of the Northwest Quarter, N89°23'00"W a distance of 48.62 feet to the point of beginning. Containing 10.0 acres of land more or less. Subject to all easements, restrictions and covenants of record.

### PARCEL B

A parcel of land located in part of the Southwest Quarter of the Northwest Quarter and part of the Southeast quarter of the Northwest Quarter of Section 31, T28N, R18W, St. Croix County, Wisconsin; described as follows:

Commencing at the southeast corner of Lot 7 of the plat of River Falls Industrial Park; thence, along the east line of said plat and the east line of Lot 16 of Certified Survey Map Volume 22, Page 5396, N00°06'09"E a distance of 763.69 feet to the southwesterly right-of-way of State Trunk Highway "65"; thence continuing N00°06'09"E a distance of 412.55 feet to the northeasterly right-of-way of State Trunk Highway "65 and the point of beginning; thence continuing N00°06'09"E a distance of 133.18 feet to the north line of said Southwest Quarter of the Northwest Quarter; thence, along last said line, S89°05'47"E a distance of 52.21 feet to the northwest corner of said Southeast Quarter of the Northwest Quarter; thence, along the north line of said Southeast Quarter of the Northwest Quarter, S89°05'47"E a distance of 1319.43 feet to the northeast corner of said Southeast Quarter of the Northwest Quarter; thence, along the east

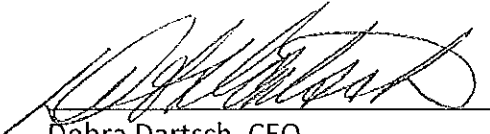
line of said Southeast Quarter of the Northwest Quarter, S00°18'27"W a distance of 1136.64 feet to said northeasterly right-of-way of State Trunk Highway "65"; thence along last said right-of-way, N55°14'00"W a distance of 600.05 feet; thence along last said right-of-way, N59°35'11"W a distance of 397.99 feet; thence along last said right-of-way, being the arc of a 2191.83 foot radius curve, concave northeasterly, with a central angle of 12°33'01", a chord that bears N53°18'40"W and measures 479.15 feet, a distance of 480.11 feet; thence along last said right-of-way, N36°39'25"W a distance of 243.25 feet to the point of beginning. Containing 21.6 acres of land more or less. Subject to all easements, restrictions and covenants of record.

## HIGHWAY

A parcel of land located in part of the Southwest Quarter of the Northwest Quarter and part of the Southeast quarter of the Northwest Quarter of Section 31, T28N, R18W, St. Croix County, Wisconsin; described as follows:

Beginning at the southeast corner of Lot 7 of the plat of River Falls Industrial Park; thence, along the east line of said plat and the east line of Lot 16 of Certified Survey Map Volume 22, Page 5396, N00°06'09"E a distance of 763.69 feet to the southwesterly right-of-way of State Trunk Highway "65" and the point of beginning; thence along said right-of-way, S49°00'27"E a distance of 280.15 feet; thence, along said right-of-way, S57°03'40"E a distance of 216.92 feet; thence, along said right-of-way, S60°50'56"E a distance of 887.19 feet; thence, along said right-of-way, S41°17'15"E a distance of 56.96 feet to the south line of said Southeast Quarter of the Northwest Quarter; thence, along said south line, S89°23'00"E a distance of 159.56 feet to the southeast corner thereof; thence, along the east line thereof, N00°18'27"E a distance of 165.88 feet to the northeasterly right-of-way of State Trunk Highway "65"; thence along said right-of-way, N55°14'00"W a distance of 600.05 feet; thence along said right-of-way, N59°35'11"W a distance of 397.99 feet; thence along said right-of-way, being the arc of a 2191.83 foot radius curve, concave northeasterly, with a central angle of 12°33'01", a chord that bears N53°18'40"W and measures 479.15 feet, a distance of 480.11 feet; thence along said right-of-way, N36°39'25"W a distance of 243.25 feet; thence, along the east line of Lot 16 of Certified Survey Map Volume 22, Page 5396, S00°06'09"W a distance of 412.55 feet to the point of beginning. Containing 9.5 acres of land more or less. Subject to all easements, restrictions and covenants of record.

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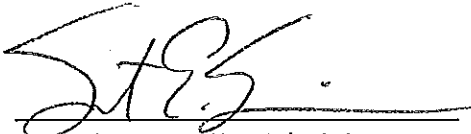
Debra Dartsch, CEO  
Best Maid Properties LLC  
1147 Benson St.  
River Falls, WI 54022

8.13.14  
Date



Ronald Thielen, President  
Best Maid Properties LLC  
1147 Benson St.  
River Falls, WI 54022

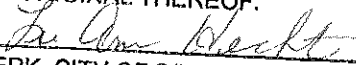
8-13-14  
Date



Scot Simpson, City Administrator  
City of River Falls  
222 Lewis St.  
River Falls, WI 54022

8-14-14  
Date

CERTIFIED A TRUE AND CORRECT COPY OF  
THE ORIGINAL THEREOF.



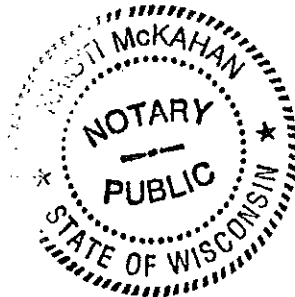
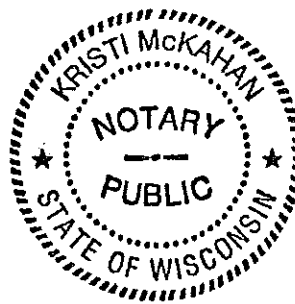
CLERK, CITY OF RIVER FALLS  
PIERCE & ST. CROIX COUNTIES, WISCONSIN

DATED THIS 14 DAY OF August 20, 14

13802

Lu Ann Hecht  
Lu Ann : Hecht, City Clerk

*Kristi McKahan*  
 Kristi McKahan, Notary Public  
 Pierce County, Wisconsin  
 My commission expires 3/19/2018.



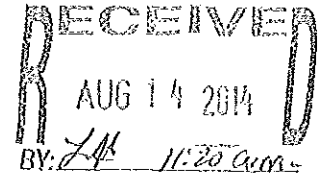
THE ORIGINAL THEREOF.

Debra M. Hecht

CLERK, CITY OF RIVER FALLS  
PIERCE & ST. CROIX COUNTIES, WISCONSIN

DATED THIS 14 DAY OF August 2014

13802



## PETITION FOR ANNEXATION

The undersigned, constituting the required number of qualified electors residing in the territory equal to at least the majority of votes cast for governor in the territory at the last election for governor and owners of one half of the land area within the territory or owners of one half the property in real assessed value within the territory of the following described located in the Town of Kinnickinnic, St. Croix County, Wisconsin, lying contiguous to the City of River Falls, petition the Honorable Mayor and Common Council of said City to annex the territory described below and shown upon the attached map, as permitted by Chapter 66.0217(2) 'Annexation by Unanimous Approval' of the Wisconsin Statutes, to the City of River Falls, St. Croix County, Wisconsin.

### PARCEL A ✓

A parcel of land located in part of the Southwest Quarter of the Northwest Quarter and part of the Southeast quarter of the Northwest Quarter of Section 31, T28N, R18W, St. Croix County, Wisconsin; described as follows:

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#### HIGHWAY ✓

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#### COMMENCING

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## ANNEXATION MAP

PREPARED FOR:  
CITY OF RIVER FALLS  
222 LEWIS ST.  
RIVER FALLS, WI 54022

BEARINGS ARE REFERENCED TO THE  
ST. CROIX COUNTY COORDINATE SYSTEM

SCALE IN FEET 1" = 300'

## NOTE

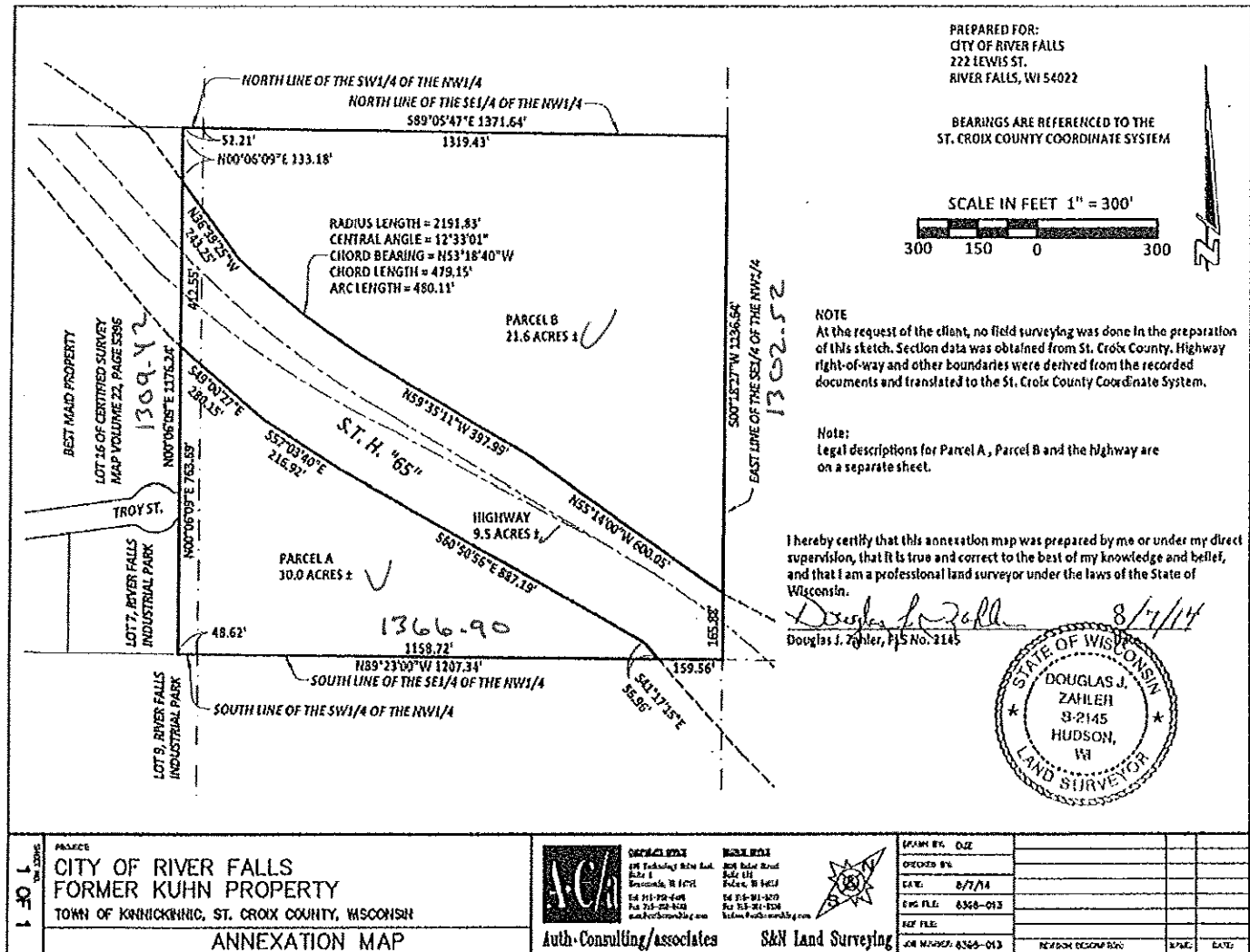
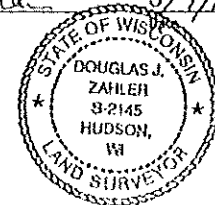
At the request of the client, no field surveying was done in the preparation of this sketch. Section data was obtained from St. Croix County. Highway right-of-way and other boundaries were derived from the recorded documents and translated to the St. Croix County Coordinate System.

## Note:

Legal descriptions for Parcel A, Parcel B and the highway are on a separate sheet.

I hereby certify that this annexation map was prepared by me or under my direct supervision, that it is true and correct to the best of my knowledge and belief, and that I am a professional land surveyor under the laws of the State of Wisconsin.

*Douglas J. Zahler*  
Douglas J. Zahler, PLS No. 2145



PARCELS  
CITY OF RIVER FALLS  
FORMER KUHN PROPERTY  
TOWN OF KIRKBRICKING, ST. CROIX COUNTY, WISCONSIN

## ANNEXATION MAP



Auth. Consulting/associates

DOUGLAS J. ZAHLER  
222 Lehigh Blvd.  
Suite 111  
Boscawen, WI 54001  
Tel: 715-725-4048  
Fax: 715-725-4048  
d.zahler@authconsulting.com



S&N Land Surveying

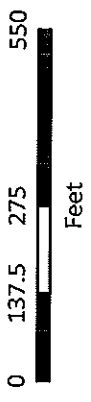
DATE BY:	DATE		
CREATED BY:			
DATE:	8/7/14		
DWG FILE:	6368-013		
REF FILE:			
JOB NUMBER:	6368-013	REVISION	DATE

13802



CITY OF  
RIVER FALLS

BEST MAID - CITY OF RIVER FALLS  
ANNEXATION AREA



August 15, 2014

Corporate Limits

Parcel A

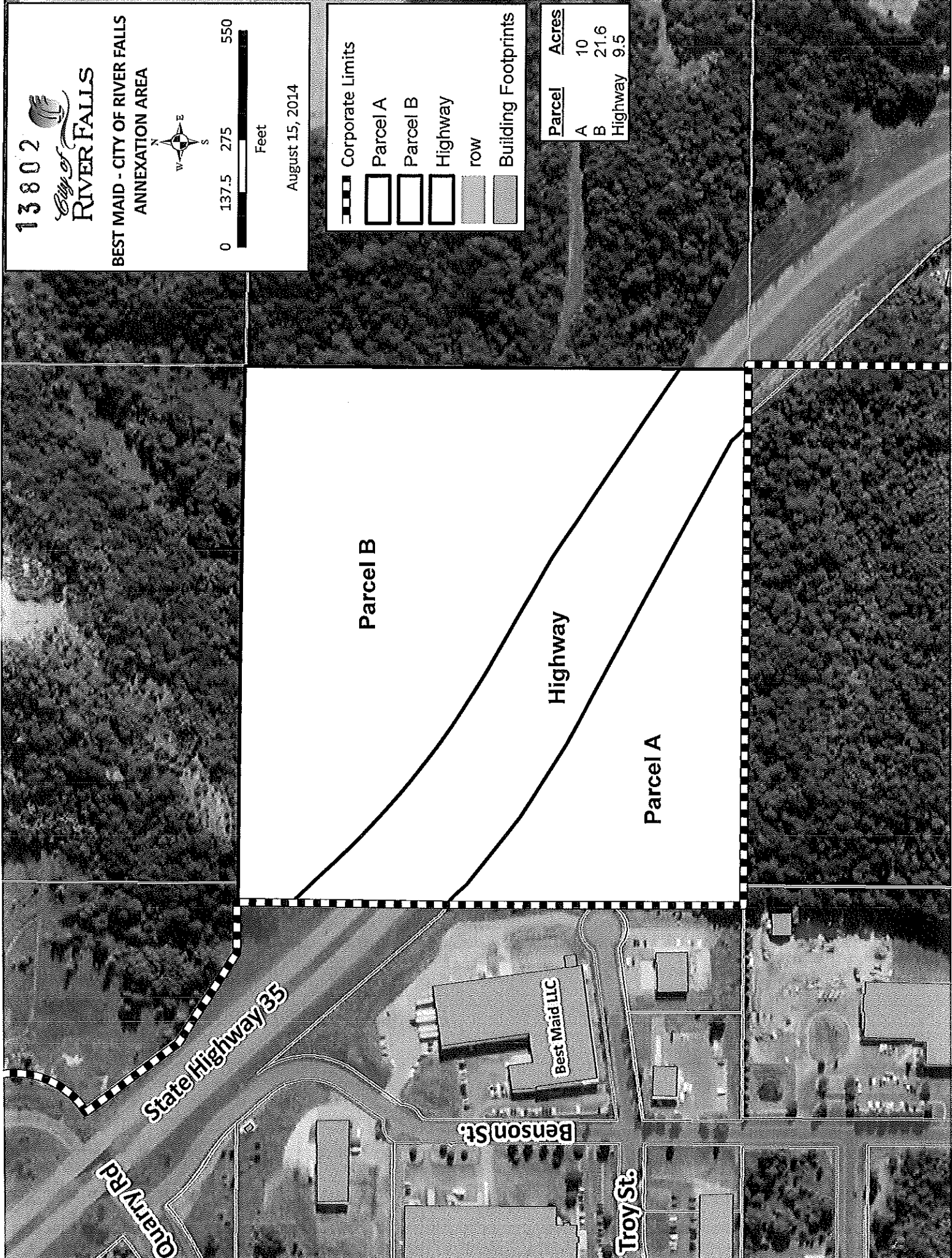
Parcel B

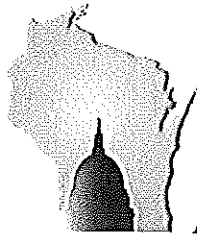
Highway

row

Building Footprints

Parcel	Acres
A	10
B	21.6
Highway	9.5





WISCONSIN DEPARTMENT OF  
ADMINISTRATION

SCOTT WALKER  
GOVERNOR

MIKE HUEBSCH  
SECRETARY

**Municipal Boundary Review**

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: [wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Web: <http://doa.wi.gov/municipalboundaryreview/>

September 8, 2014

PETITION FILE NO. 13802

LU ANN HECHT, CLERK  
CITY OF RIVER FALLS  
222 LEWIS ST  
RIVER FALLS, WI 54022

LOLA HIGGINS, CLERK  
TOWN OF KINNICKINNIC  
1271 COUNTY RD J  
RIVER FALLS, WI 54022

Subject: BEST MAID, LLC ANNEXATION

The proposed annexation submitted to our office on August 19, 2014, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city and any other contiguous village or city..." so as unincorporated land transitions to city or village status, the resulting boundaries are rational and easy for jurisdictions and residents to follow. The subject petition is for territory that is reasonably shaped and contiguous to the **CITY OF RIVER FALLS**.

Note:

-It appears from reference maps that the portion of the SW 1/4 of the NW 1/4 of Section 31 that is included in this petition is already within the City of River Falls; please verify and adjust the ordinance that annexes this territory as needed.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of state a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Secretary of State. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please also include the MBR number with your ordinance as this assists with record keeping. Your MBR number is: 13802**

The address of the Office of the Secretary of State is:

Annexations and Railroads  
Division of Government Records  
Office of the Secretary of State  
PO Box 7848  
Madison WI 53707-7848

Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner