

14157

Waunakee School District

14157	Date Sent		Reply	Status
Town Quest	9	26		
Muni Quest	9/26	10-8		
Prop. Lister	9/26	10/2		

TOWN OF WESTPORT
VILLAGE OF WAUNAKEE
10/15/2018

OK - 10/15/18

Request for Annexation Review

14 15 7

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
PO Box 1645, Madison WI 53701
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

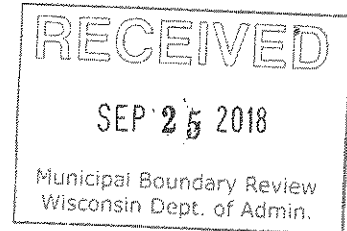
Petitioner Information

Name: **WAUNAKEE COMMUNITY SCHOOL
DISTRICT/JAMES & MICHELLE MOELLER**

Address: **905 BETHEL CIRCLE/6265 WOODLAND DRIVE
WAUNAKEE WI 53597/WAUNAKEE WI 53597**

Email:

Office use only:



1. Town where property is located: **TOWN OF WESTPORT**

2. Petitioned City or Village: **VILLAGE OF WAUNAKEE**

3. County where property is located: **DANE COUNTY**

4. Population of the territory to be annexed: **2**

5. Area (in acres) of the territory to be annexed: **92.48+/-**

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **0809-181-8650-0,
0809-182-8000-1, 0809-083-8702-0**

Petitioners phone:

Town clerk's phone:
608/849-4372

City/Village clerk's phone:
608/850-2827

Contact Information if different than petitioner:

Representative's Name and Address:
JULEE HELT, VILLAGE CLERK

VILLAGE OF WAUNAKEE

PO BOX 100

WAUNAKEE WI 53597

Phone: **608/850-2827**

E-mail: **JHELT@WAUNAKEE.COM**

Surveyor or Engineering Firm's Name & Address:
CHRIS ADAMS

WILLIAMSON SURVEYING

104A W. MAIN STREET

WAUNAKEE WI 53597

Phone: **608/255-5705**

E-mail:
CHRIS@WILLIAMSONSURVEYING.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 Review Fee Schedule

14 15 7

A Guide for Calculating the Fee Required by ss.16.53 (4) and 66.0217, Wis. Stats.

Required Fees

There is an initial filing fee and a variable review fee

\$350 Initial Filing Fee (required with the first submittal of all petitions)
\$200 – 2 acres or less
\$350 – 2.01 acres or more

\$1000 Review Fee (required with all annexation submittals except those that consist ONLY of road right-of-way)
\$200 – 2 acres or less
\$600 – 2.01 to 10 acres
\$800 – 10.01 to 50 acres
\$1,000 – 50.01 to 100 acres
\$1,400 – 100.01 to 200 acres
\$2,000 – 200.01 to 500 acres
\$4,000 – Over 500 acres

\$1350 TOTAL FEE DUE (Add the Filing Fee to the Review Fee)

Attach check or money order here, payable to: **Department of Administration**

THE DEPARTMENT WILL NOT PROCESS
AN ANNEXATION PETITION THAT IS NOT ACCOMPANIED
BY THE REQUIRED FEE.

THE DEPARTMENT'S 20-DAY STATUTORY REVIEW PERIOD
COMMENCES UPON RECEIPT OF THE PETITION AND REVIEW FEE

Shaded Area for Office Use Only

Date fee received: 9/25

Payee: VILLAGE OF WAUNAKEE

Check Number: 77030

Check Date: 9/20

Amount: 1,350

14 15 7

**UNANIMOUS PETITION FOR DIRECT ANNEXATION
UNDER WIS. STAT. § 66.0217**

To the Village Board of the Village of Waunakee, Dane County, Wisconsin:

1. The undersigned hereby petition for direct annexation of the territory legally described in Exhibit A attached hereto and incorporated herein (the "Territory") to the Village of Waunakee, Dane County, Wisconsin, whereby the Territory would be detached from the Town of Westport, Dane County, Wisconsin, pursuant to Wis. Stat. § 66.0217(2).
2. Attached hereto and incorporated herein as Exhibit B is a scale map that accurately reflects the legal description of the Territory to be annexed and the boundary of the annexing Village, and the map includes a graphic scale.
3. The current population of the Territory proposed to be annexed is 2.
4. The Territory is contiguous to the Village.
5. This Petition is signed by the owners of all of the land within the Territory proposed to be annexed and by all of the electors residing within the Territory proposed to be annexed.

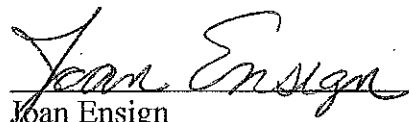
**OWNERS OF ALL LANDS WITHIN THE TERRITORY
PROPOSED TO BE ANNEXED:**

Name of Owner: Waunakee Community School District

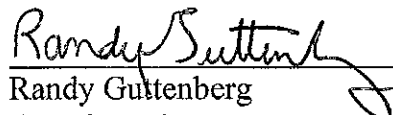
Address of Owner: 905 Bethel Circle, Waunakee, WI 53597

Date of Signing: September 13, 2018

Signature:


Joan Ensign
Board of Education President

Signature:


Randy Gultenberg
Superintendent

[Signatures of owners continued on page 2 of Petition]


14157

Name of Owners: James E. Moeller
Michelle M. Moeller


Address of Owners: 6265 Woodland Drive
Waunakee, WI 53597

Date of Signing: Sept. 4, 2018

Signature:


James E. Moeller

Signature:


Michelle M. Moeller

ELECTORS RESIDING IN THE TERRITORY
PROPOSED TO BE ANNEXED:

Name of Elector: James E. Moeller

Address of Elector: 6265 Woodland Drive
Waunakee, WI 53597

Date of Signing: Sept. 4, 2018

Signature:


James E. Moeller

Name of Elector: Michelle M. Moeller

Address of Elector: 6265 Woodland Drive
Waunakee, WI 53597

Date of Signing: Sept. 4, 2018

Signature:


Michelle M. Moeller

ANNEXATION MAP
PRIMARY SCHOOL AREA



August 16, 2018

- Municipalities**
- ☐ Town
 - ☐ City
 - ☐ Village
- Tax Parcels**
- ☐

1 inch = 400 feet

0 250 500 1,000 Feet

ANNEXATION MAP HIGH SCHOOL PROPERTY AREA



August 16, 2018

- Municipalities**
- ☐ City
 - ☐ Village
 - ☐ Town
- Tax Parcels**
- ☐

1 inch = 500 feet



14 15 7

EXHIBIT A**LEGAL DESCRIPTION OF TERRITORY TO BE ANNEXED****Annexation Description Primary School Property Area**

A parcel of land located in the NE $\frac{1}{4}$ of the NW $\frac{1}{4}$ and in the NW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 18, T8N, R9E in the Town of Westport, Dane County, Wisconsin being more particularly described as follows:

Beginning at the North $\frac{1}{4}$ corner of said Section 18 also being on the existing Village of Waunakee limits boundary; thence for the next 4 courses along said boundary Easterly along the north line of said Section 18, 660 +/- feet; thence Southerly along the easterly line of Certified Survey Map No. 11771, Vol. 72, Pgs 121-123 and the extension thereof, 840 +/- feet; thence Westerly along the south line of said Certified Survey Map No. 11771, 660 +/- feet to the easterly line of said NE $\frac{1}{4}$ of the NW $\frac{1}{4}$; thence Southerly along said easterly line, 494 +/- feet to the southeast corner; thence Westerly along the south line of said NE $\frac{1}{4}$ of the NW $\frac{1}{4}$, 1325.6 +/- feet to the southwest corner; thence Northerly along the westerly line of said NE $\frac{1}{4}$ of the NW $\frac{1}{4}$, 1333.87 +/- feet to the north line of said Section 18; thence Easterly along said north line, 1324.49 +/- feet to the point of beginning.

Annexation Description High School Property Area

A parcel of land located in the NW $\frac{1}{4}$, SW $\frac{1}{4}$ and SE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 8, T8N, R9E in the Town of Westport, Dane County, Wisconsin being more particularly described as follows:

Beginning at the West $\frac{1}{4}$ corner of said Section 8; thence Easterly along the north line of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$, 33 feet to the easterly right of way of S. Century Avenue; thence Southerly along said westerly right of way 500 +/- feet to a jog in the right of way; thence Easterly along said jog, 37 feet to said easterly right of way; thence Southerly along said right of way, 236 +/- feet; thence Easterly, 323 +/- feet; thence Southerly, 40 +/- feet; thence Easterly, 215 +/- feet to the existing Village of Waunakee boundary limits; thence Southerly along said boundary, 874 +/- feet; thence Easterly along said boundary, 1055 +/- feet to the Westerly boundary of the Third Addition to Castle Crest; thence Southerly along said Westerly boundary and the extension thereof, 533 +/- feet to the northerly line of Certified Survey Map No. 5540, Vol. 11432, Pg 95; thence Westerly along said northerly line, 328 +/- feet; thence Southerly along the west line of said Certified Survey Map No. 5540, 180 +/- feet to the northerly line of Certified Survey Map No. 6364, Vol. 15609, Pg 42; thence Westerly along said northerly line, 150 +/- feet; thence Southerly along the westerly line of said Certified Survey Map No. 6364, 290 +/- feet to the south line of the SW $\frac{1}{4}$ of Section 8; thence Westerly along said south line, 1177 +/- feet to the Southwest Corner of Section 8; thence Northerly along the west line of the SW $\frac{1}{4}$ of said Section 8, 2654.38 feet to the point of beginning.

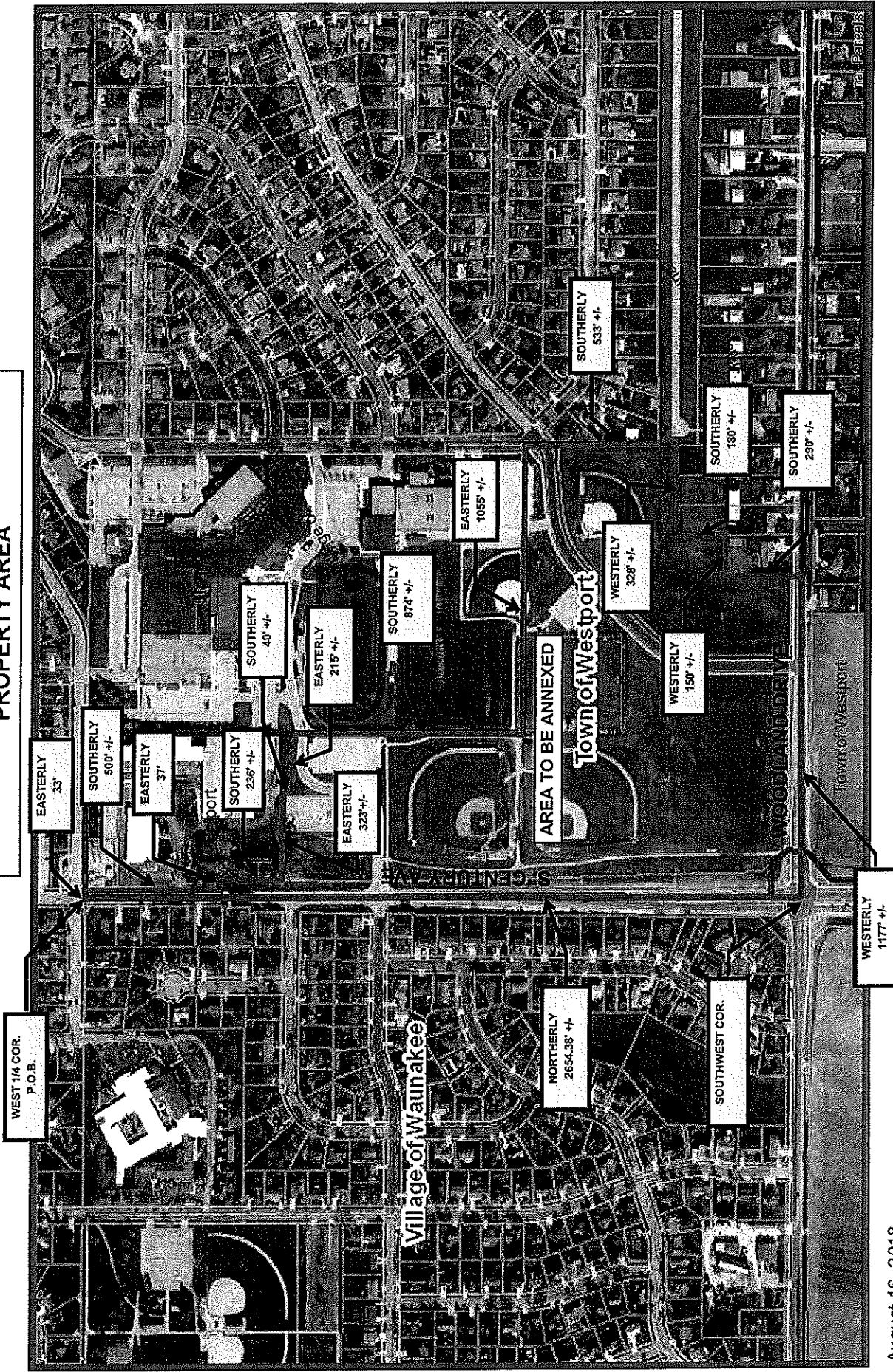
Reviewed 6/3

ANNEXATION MAP
PRIMARY SCHOOL AREA



Revised 10/3

ANNEXATION MAP HIGH SCHOOL PROPERTY AREA



August 16, 2018

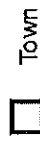
Municipalities



City



Village



Town

Tax Parcels





SCOTT WALKER
GOVERNOR
ELLEN NOWAK
SECRETARY

Municipal Boundary Review
PO Box 1645, Madison WI 53701
Voice (608) 264-6102 Fax (608) 264-6104
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview>

September 26, 2018

PETITION FILE NO. 14157

JULEE HELT, CLERK
VILLAGE OF WAUNAKEE
PO BOX 100
WAUNAKEE, WI 53597-0100

THOMAS G. WILSON, CLERK
TOWN OF WESTPORT
5387 MARY LAKE RD
WAUNAKEE, WI 53597-9128

Subject: WAUNAKEE SCHOOL DISTRICT ANNEXATION

Section 66.0217 (6), Wis. Stats., provides that the annexation of lands to cities and villages within a county having a population of 50,000 or more shall be reviewed by the Department of Administration in order to determine if the proposed annexation is in the public interest or against the public interest. The proposed annexation from the TOWN OF WESTPORT to the VILLAGE OF WAUNAKEE (see attached description) must be reviewed pursuant to the statute.

To assist us in making this determination, we urge that you promptly supply the data requested on the enclosed questionnaire (where possible) and return the questionnaire to the department.

The purpose of this questionnaire is to assist the department in determining "Whether the governmental services, including zoning, to be supplied to the territory could clearly be better supplied by the town...." The statute further stipulates that the department shall study the "shape of the proposed annexation and the homogeneity of the territory with the annexing municipality." In addition, we would appreciate receiving from you any comments or information bearing on governmental services or shape and homogeneity that would indicate whether the annexation is in or against the public interest.

Please return the questionnaire as soon as possible so that the information can be reviewed prior to the department's statutory deadline of October 15, 2018. Direct any questions and comments to Erich Schmidtke at (608) 264-6102. Thank you for your cooperation.

For additional information on annexation or other land use issues, visit our web site at <http://doa.wi.gov/municipalboundaryreview/>.

Sincerely,

Erich Schmidtke

Enclosures

REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Name of Annexation: School District	From Town of: Westport	To City/Village of: Waunakee
---	---------------------------	---------------------------------

2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

Location and Position☐ Y (1) A clear, concise description by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county.☐ Y (2) Alignment with orthophotography.☐ Y (3) Contiguous with existing village/city boundaries.☐ N (4) Does not create an island area in Township (completely surrounded by city).☐ N (5) Does not create an island area in City (completely surrounded by town).**Description Information**☐ Y (1) New metes and bounds description.☐ NC (a) Closure within 1:3000.☐ Y (b) Commences with a corner of a ¼ section (not center of section).☐ N (c) Bearing basis shown.☐ N (d) Identifies person preparing map, including stamp, registration number, and contact information☐ N (2) Uses existing metes and bounds descriptions☐ (a) Located in an existing recorded plat or Certified Survey Map, by lot(s) and or block(s).☐ (b) Uses metes and bounds descriptions from existing surveys not on the same bearing basis☐ N (3) Uses a combination of new and existing metes and bounds descriptions**Map Information**☐ N (1) Previously recorded bearings and distances if different and reference document.☐ N (2) Section, 1/4 and 1/4-1/4 section lines labeled.☐ N (3) Identify owner(s) of annexed land.☐ N (4) Identify PIN numbers included in annexation.☐ NA (5) Identify PIN numbers being split by annexation☐ N (6) North arrow.☐ Y (7) Scale☐ Y (8) Streets and road shown and identified.☐ N (9) Legend

NA (10) Curve data.

NA (11) Meander line data.

N (12) Total area/acreage of annexation.

Y (13) Annexation to centerline of all streets and highway

3. Relationship of annexation to streets, highways, easements, and other right-of-way.

Annexation goes to centerline of Woodland Drive and centerline of County Highway Q/S. Century Ave.

4. Other information and comments bearing upon the annexation.

Prepared by: Jim Czaplicki
Title: Land Records Rev. Analyst
Phone: (608) 267-3529
Date: 10/2/18

Please **RETURN PROMPTLY** to:
Municipal Boundary Review
101 E. Wilson Street, 10th Floor
Madison, WI 53702-0001
(608) 264-6102 (608) 267-6917 FAX
erich.schmidtke@doa.state.wi.us EMAIL

WRPLA-DOA-A (R10-04)

Annexation Review Questionnaire

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
PO Box 1645
Madison WI 53701
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

Petitioner: **Waunakee School District**

Petition Number: **14157**

1. Territory to be annexed: From **TOWN OF WESTPORT** To **VILLAGE OF WAUNAKEE**

2. Area (Acres): **92.48 +/-**

3. Pick one: ☐ Property Tax Payments

OR ☒ Boundary Agreement

a. Annual town property tax on territory to be annexed:

\$ _____

a. Title of boundary agreement _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

b. Year adopted _____

c. Participating jurisdictions _____

c. Paid by: ☐ Petitioner ☐ City ☐ Village

d. Statutory authority (pick one)

☐ s.66.0307 ☐ s.66.0225 ☐ s.66.0301

☐ Other: _____

4. Resident Population: Electors: **2** Total: _____

5. Approximate **present land use** of territory:

Residential: _____ % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Undeveloped: **100** % — **13% agricultural residential and 87% institutional**

6. If territory is undeveloped, what is the **anticipated use**?

Residential: _____ % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Other: **100** %

Comments: **same as present land use**

7. Has a ☐ preliminary or ☐ final plat been submitted to the Plan Commission: ☐ Yes ☒ No

Plat Name: _____

8. What is the **nature of land use adjacent** to this territory in the city or village?

agricultural, institutional, and residential

In the town?: **agricultural**

9. What are the **basic service needs** that precipitated the request for annexation?

☒ Sanitary sewer

☒ Water supply

☐ Storm sewers

☒ Police/Fire protection

☐ EMS

☐ Zoning

Other: _____

10. Is the city/village or town capable of providing needed utility services?

City/Village ☒ Yes ☐ No

Town ☐ Yes ☐ No

If yes, approximate timetable for providing service:

City/Village Town

Sanitary Sewers immediately

☒

☐

or, write in number of years. _____

Water Supply immediately

☒

☐

or, write in number of years. _____

Will provision of sanitary sewers and/or water supply to the territory proposed for annexation require capital expenditures (i.e. treatment plant expansion, new lift stations, interceptor sewers, wells, water storage facilities)?

☐ Yes ☒ No

If yes, identify the nature of the anticipated improvements and their probable costs: _____

11. Planning & Zoning:

a. Do you have a comprehensive plan for the City/Village/Town? ☒ Yes ☐ No

Is this annexation consistent with your comprehensive plan? ☒ Yes ☐ No

b. How is the annexation territory now zoned? A-1 Agricultural holding / G-1 Institutional

c. How will the land be zoned and used if annexed? A-1 Agricultural holding / G-1 Institutional

12. Elections: ☐ New ward or ☒ Existing ward? Will the annexation create a new ward or join an existing ward? For more information, please contact the Wisconsin Election Commission at (608) 266-8005, elections@wi.gov or see their annexation checklist here: <http://elections.wi.gov/forms/el-100>

13. Other relevant information and comments bearing upon the public interest in the annexation:

Prepared by: ☐ Town ☐ City ☒ Village

Name: Julee Helt, Village Clerk

Email: jhelt@waunakee.com

Phone: 608/850-2827

Date: 10/3/2018

(March 2018)

Please RETURN PROMPTLY to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

Schmidtke, Erich J - DOA

From: Julee Helt <jhelt@waunakee.com>
Sent: Wednesday, October 03, 2018 9:42 AM
To: Schmidtke, Erich J - DOA
Subject: FW: Annexation maps
Attachments: Xerox Scan_10012018102606.PDF; Xerox Scan_10012018102558.PDF

Importance: High

Erich,

The maps that I mailed you with the annexation petition did not print correctly. The legal description is correct but the maps I supplied should be replaced with the attachments. As you can see by reading to the bottom, the Town of Westport discovered the problem and has been provided with the correct maps. Will this present a problem?

Thanks,

Julee

Julee Helt, WCPC, MMC
VILLAGE CLERK
Village of Waunakee
500 W. Main Street
P.O. Box 100
Waunakee WI 53597
608/850-2827
Fax 608/849-5628
Population 13,675



From: Robert Anderson [mailto:banderson@townofwestport.org]
Sent: Monday, October 1, 2018 10:49 AM
To: Julee Helt
Subject: FW: Annexation maps

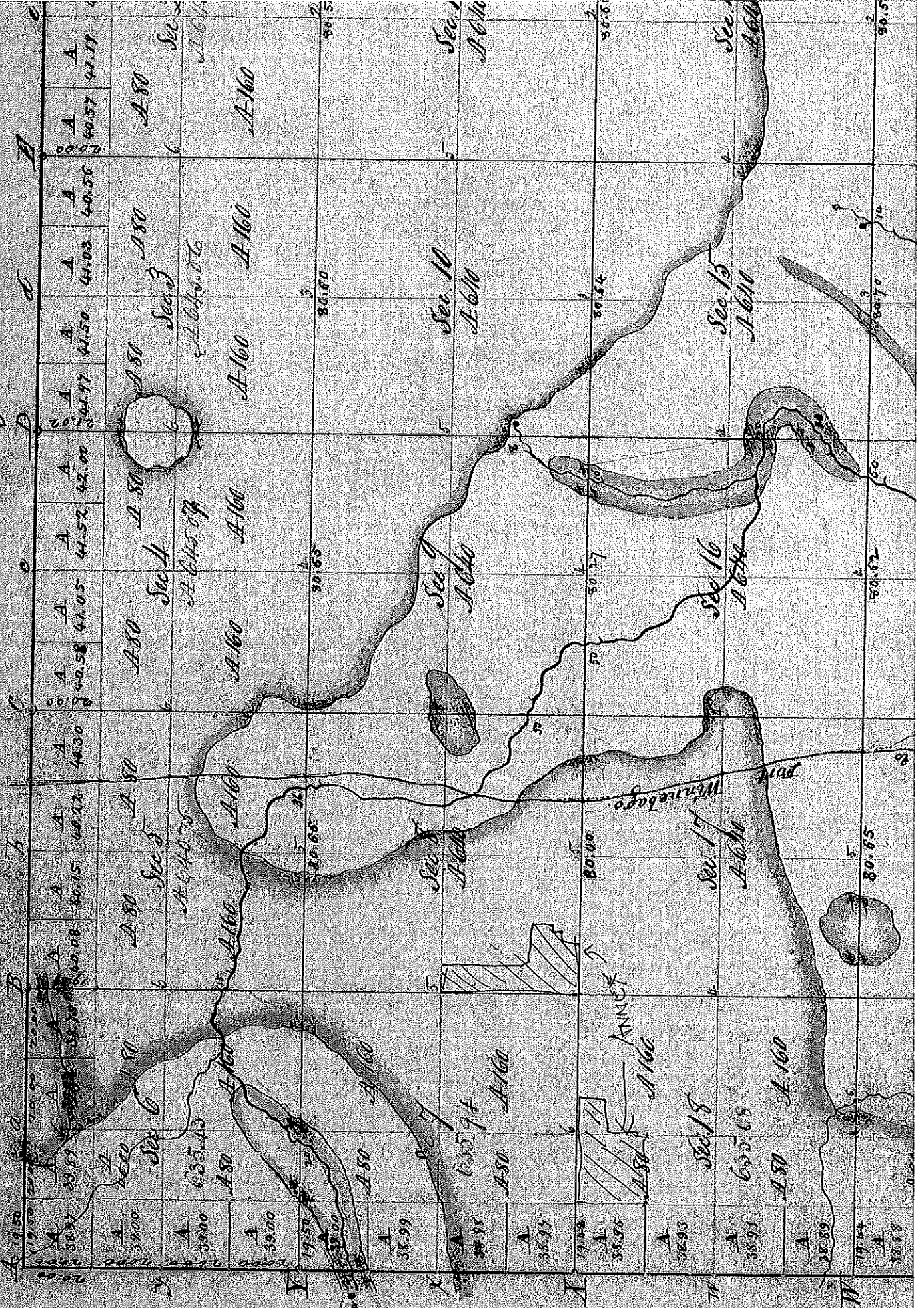
These maps are a lot easier to read. The blueish line actually surrounds the area to be annexed.


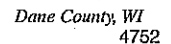
Chris said sometimes that happens with the program he uses when the maps get opened in another program some of the lines disappear.

Robert Anderson, WCPC CMC
Utility, Finance, I.S. Manager, Deputy Clerk/Treasurer
Town of Westport
5387 Mary Lake Rd
Waunakee, WI 53597
608-849-4372

All e-mail sent to the Town of Westport is subject to the Wisconsin open records law

Township No. VIII Range No. II E. 4th





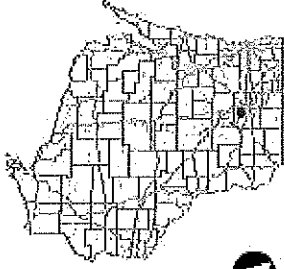
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14157



Legend

- ☐ Township
- ☐ Section
- ☐ Quarter-Quarter
- ☐ County Boundary
- ☐ Cities, Towns & Villages
- ☐ City
- ☐ Village
- ☐ Civil Town
- ☐ Municipality
- ☐ State Boundaries
- ☐ County Boundaries
- ☐ Major Roads
- ☐ Interstate Highway
- ☐ State Highway
- ☐ US Highway
- ☐ County and Local Roads
- ☐ County HWY
- ☐ Local Road
- ☐ Railroads
- ☐ Tribal Lands
- ☐ Rivers and Streams
- ☐ Intermittent Streams
- ☐ Lakes and Open water
- ☐ Index to
- ☐ EN_Image_Basemap_Leaf_
- ☐ Off

Notes

DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No warranty, expressed or implied, is made regarding accuracy, applicability for a particular use, completeness, or legality of the information depicted on this map. For more information, see the DNR Legal Notices web page: <http://dnr.wi.gov/legal/>

0.3 0 0.13 0.3 Miles

NAD_1983_HARN_Wisconsin_TM

1: 7,920



14157



Legend

- Township
- Section
- Quarter-Quarter
- County Boundary
- Cities, Towns & Villages
- City
- Village
- Civil Town
- Municipality
- State Boundaries
- County Boundaries
- Major Roads
- Interstate Highway
- State Highway
- US Highway
- County and Local Roads
- County HWY
- Local Road
- Railroads
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Notes

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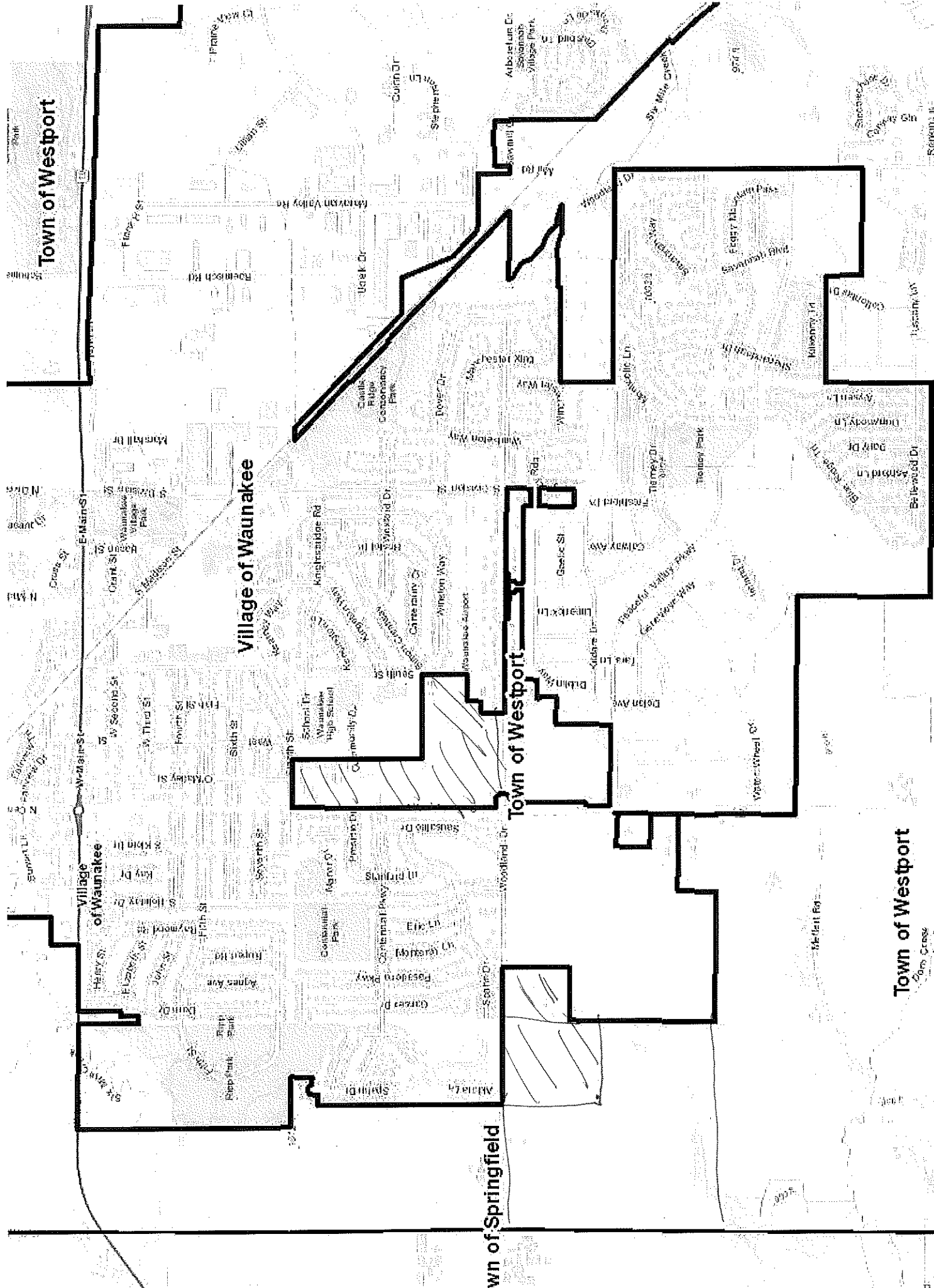
0.3 Miles

0.13

0

1: 7,920

NAD_1983_HARN_Wisconsin_TM



na. Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, ©



SCOTT WALKER

GOVERNOR

ELLEN NOWAK

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

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

Email: wimunicipalboundaryreview@wi.gov

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

October 15, 2018

PETITION FILE NO. 14157

JULEE HELT, CLERK
VILLAGE OF WAUNAKEE
PO BOX 100
WAUNAKEE, WI 53597-0100

THOMAS G. WILSON, CLERK
TOWN OF WESTPORT
5387 MARY LAKE RD
WAUNAKEE, WI 53597-9128

Subject: WAUNAKEE SCHOOL DISTRICT ANNEXATION

The proposed annexation submitted to our office on September 25, 2018, 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...." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **VILLAGE OF WAUNAKEE**, which is able to provide needed municipal services.

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 administration 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 Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14157 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2230>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner