

14165

Leeman et al

14165	Date Sent	Reply	Status
Town Quest	10/11		
Muni Quest	W/ SUBMITAL		
Prop. Lister	10/12	10/19	

TOWN OF GRAND CHUTE
CITY OF APPLETON
10/31/2018

OK- COMMENTS 10/31/18

Request for Annexation Review 14165

Wisconsin Department of Administration

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

Petitioner Information

Name:

1. JOSEPH LEEMAN 4. RANDAL R. LEEMAN
2. SANDRA GREEN 5. SCOT LEEMAN
3. RUSEL LEEMAN 6. JEAN M. BALCK

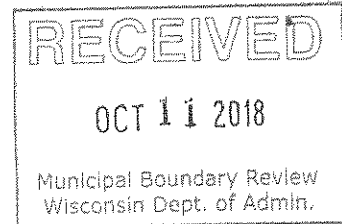
Address:

1. 561 LEMONGRASS WAY, KAUKAUNA, WI 54130
2. N3485 CTY RD N, FREEDOM, WI 54913
3. 1201 SENECA DRIVE, APPLETON, WI 54914
4. N5186 THOMPSON ROAD, SHIOCTON, WI 54170
5. N2651 MEADE STREET, APPLETON, WI 54913
6. N3497 CTY RD N, FREEDOM, WI 54913

Email:

1. JHLBIKER@GMAIL.COM
2. SANDYGREEN418@GMAIL.COM
3. NOT PROVIDED
4. RANDLLEEMAN@GMAIL.COM
5. SLEEMAN2@NEW.RR.COM
6. NOT PROVIDED

Office use only:



1. Town where property is located: **TOWN OF GRAND CHUTE**

2. Petitioned City or Village: **CITY OF APPLETON**

3. County where property is located: **OUTAGAMIE**

Petitioners phone:

1. 920-209-7046
2. 920-427-2662
3. 920-585-0476
4. NOT PROVIDED
5. 920-422-2785
6. 920-687-1175

4. Population of the territory to be annexed: 0

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5. Area (in acres) of the territory to be annexed: 0.424 acres

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): 020-101002900

Town clerk's phone:
920-832-5644

City/Village clerk's phone:
920-832-6443

Contact Information if different than petitioner:

Representative's Name and Address:

Surveyor or Engineering Firm's Name & Address:
TOM KROMM

SURVEYOR FOR THE CITY OF APPLETON

100 NORTH APPLETON STREET

APPLETON, WI 54911

Phone:

Phone: 920-832-6480

E-mail:

E-mail: tom.kromm@appleton.org

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]

(2012)

Annexation Review Fee Schedule

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

\$200 Initial Filing Fee (required with the first submittal of all petitions)

\$200 – 2 acres or less

\$350 – 2.01 acres or more

\$200 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

\$400 TOTAL FEE DUE (Add the Filing Fee to the Review Fee)

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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: 10/11

Payee: GENEVIEVE LEE MAN

Check Number: 3121

Check Date: 10/3

Amount: 400

ANNEXATION SUBMITTAL GUIDE

14 16 5

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 only 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 adjoiners 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.]



"...meeting community needs...enhancing quality of life."

14 16 5

LEGAL SERVICES DEPARTMENT

Office of the City Attorney

100 North Appleton Street
Appleton, WI 54911-4799

Phone: 920/832-6423

Fax: 920/832-5962

October 9, 2018

WI Department of Administration
Municipal Boundary Review
P.O. Box 1645
Madison, WI 53701

**Certified Mail –
Return Receipt Requested**

Re: Annexation

To Whom It May Concern:

Enclosed please find a copy of the *Unanimous Petition of Property Owners for Direct Annexation* to the City of Appleton, along with a scale map of the same. This is being referred to as the Leeman Annexation.

Also enclosed please find a completed Annexation Review Questionnaire and the Request for Annexation Review form along with a draft in the appropriate amount.

If you have any questions or concerns, please do not hesitate to contact me. Thank you for your assistance in this matter.

Sincerely,

James P. Walsh
City Attorney

Enclosure

JPW;jlg

James P. Walsh
City Attorney

Christopher R. Behrens
Deputy City Attorney

Amanda Abshire
Assistant City Attorney

Darrin M. Glad
Assistant City Attorney



14 165

**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL
PURSUANT TO SECTION 66.0217(2), WISCONSIN STATUTES
WHERE NO ELECTORS RESIDE IN TERRITORY**

I/We, the undersigned, constituting all of the owners of the real property in which no electors reside in the following territory of the Town of Grand Chute, Outagamie County, Wisconsin, lying contiguous to the City of Appleton, petition the Common Council of the City of Appleton to annex the territory described below and shown on the attached scaled map to the City of Appleton, Outagamie County, Wisconsin.

The South 100 feet of the West 217.7 feet of the North one-half (N ½) of the Southwest Quarter (SW ¼) of Section 1, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin, containing 18,470 square feet of land, less the West 33 feet thereof.


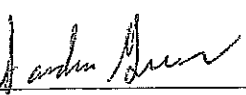
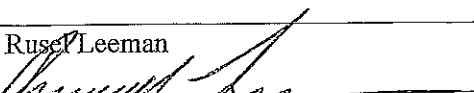
I/We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation, or consolidation proceedings, if any.

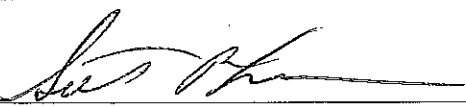
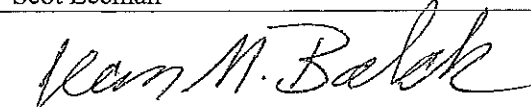
I/We further respectfully request that the City Plan Commission initiate a rezoning for the subject property, from temporary AG Agricultural District to a permanent zoning classification of R-1B Single-family district.


Area of lands to be annexed contains 0.424 acres m/l.

Tax Parcel numbers of lands to be annexed: 020-101002900.

The current population of such territory is 0.

Signature of Petitioner	Owner	Date of Signing	Address of Petitioner
 Joseph Leeman	Joseph Leeman	10-3-18	561 Lemongrass Way, Kaukauna, WI 54130
 Sandra Green	Sandra Green	10-3-18	N3485 Cty Rd N, Freedom, WI 54913
 Rusel Leeman	Rusel Leeman	10-3-18	1201 Seneca Drive, Appleton, WI 54914

Signature of Petitioner	Owner	Date of Signing	Address of Petitioner
	Scot Leeman	10-3-18	N2651 Meade Street, Appleton, WI 54913
Scot Leeman			
	Jean M. Balck	10-3-18	N3497 Cty Rd N, Freedom, WI 54913
Jean M. Balck			

	10-3-18 Randy R Leeman	N 5186 Thompson Shinton WI 54170
--	---------------------------	-------------------------------------

ANNEXATION

14 16 5

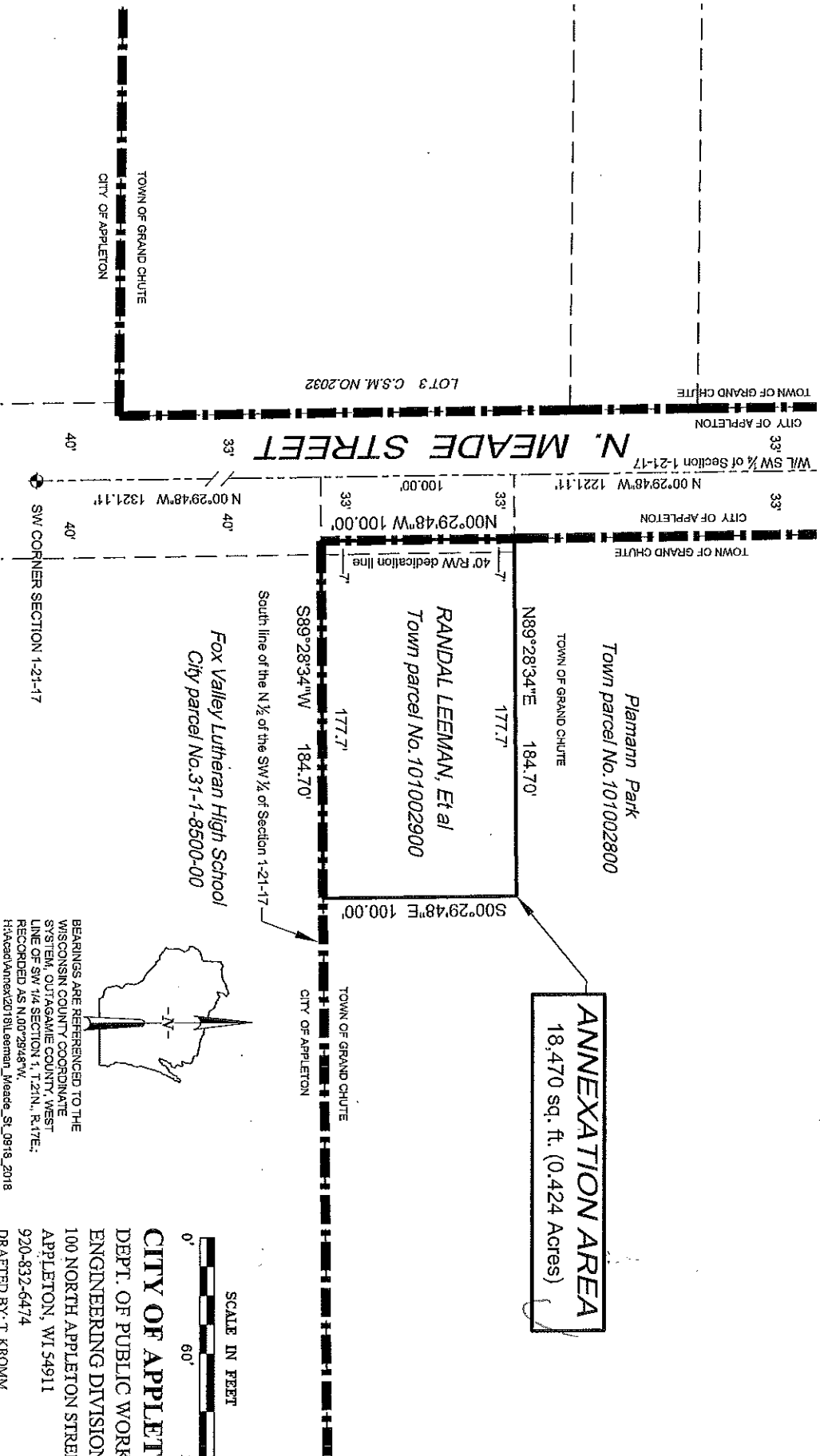
Owner: Randal Leeman, Rusel Leeman, Joseph Leeman, Jean Balck, Sandra Green and Scot Leeman

The South 100 feet of the West 217.7 feet of the North one-half (N ½) of the Southwest Quarter (SW ¼) of Section 1, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin, containing 18,470 square feet of land, less the West 33 feet thereof.

NEED M & B

ANNEXATION EXHIBIT

Part of the North ½ of the Southwest ¼ of Section 1, Township 21 North, Range 17 East,
Town of Grand Chute, Outagamie County, Wisconsin.



BEARINGS ARE REFERENCED TO THE
WISCONSIN COUNTY COORDINATE
SYSTEM, OUTAGAMIE COUNTY, WEST
LINE OF SW 1/4 SECTION 1, T.21N., R.17E.
RECORDED AS N.00°29'48"W.
H:\Acad\Annex2018\Leeman_Meade_St_0918_2018

CITY OF APPLETON
DEPT. OF PUBLIC WORKS
ENGINEERING DIVISION
100 NORTH APPLETON STREET
APPLETON, WI 54911
920-832-6474
DRAFTED BY: T. KROMM

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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 11, 2018

PETITION FILE NO. 14165

KAMI LYNCH, CLERK
CITY OF APPLETON
100 N APPLETON ST
APPLETON, WI 54911-4702

KAREN WEINSCHROTT, CLERK
TOWN OF GRAND CHUTE
1900 GRAND CHUTE BLVD
GRAND CHUTE, WI 54913-9613

Subject: LEEMAN ET AL 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 GRAND CHUTE to the CITY OF APPLETON (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 31, 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

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>

14 165

Petitioner: 5500 N Meade Street Randal Leeman, Et al

Petition Number:

1. Territory to be annexed: From **TOWN OF GRAND CHUTE**

To **CITY OF APPLETON**

2. Area (Acres): 0.424

3. Pick one: ☐ Property Tax Payments

OR ☒ Boundary Agreement

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

\$ _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

c. Paid by: ☐ Petitioner ☐ City ☐ Village

☐ Other: _____

a. Title of boundary agreement Intermunicipal Agreement

b. Year adopted 1992

c. Participating jurisdictions City of Appleton and Town of Grand Chute

d. Statutory authority (pick one)

66.027 & 66.30

4. Resident Population: 0 Electors: 0 Total: 0

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

Residential: 100% Recreational: _____% Commercial: _____% Industrial: _____%

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

N/A

Comments: _____

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

Plat Name: N/A

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

High School and Single-family residential

In the town?: County Park and Single-family residential

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? (water)

City/Village ☒ Yes ☐ No Town ☐ Yes ☒ No

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If yes, approximate timetable for providing service:

City/Village Town

Sanitary Sewers immediately

☐

☐

or, write in number of years.

No timetable provided by DPW.

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? AGD General Agricultural District (Town of Grand Chute Zoning)

c. How will the land be zoned and used if annexed? R-1B Single family district / Single-family residential

12. Elections: ☐ New ward or ☒ Existing ward? 21 per City Clerk's Office

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: N/A

Prepared by: ☐ Town ☒ City ☐ Village

Name: Don Harp, Principal Planner

Email: don.harp@appleton.org

Phone: 920-832-6466

Date: 9-27-18

(March 2018)

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

Real Property Lister Annexation Review

Wisconsin Department of Administration

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

Petition Number:



14165

1. Territory to be annexed: 101002900	From Town of: Grand Chute	To City/Village of: Appleton
--	------------------------------	---------------------------------

2. Is the annexation location described by government lot, recorded private claim, 1/4 section, section, township & range?

☒ Yes ☐ No

3. Is the annexation contiguous with the existing city/village boundaries?

☒ Yes ☐ No

4. Will the annexation create an island area in the town (completely surrounded by the city/village)?

☐ Yes ☒ No

5. Will the annexation create an island area in the city/village (completely surrounded by the town)?

☐ Yes ☒ No

6. Does the owner(s) of record match the owner(s) listed on the petition?

☒ Yes ☐ No

7. Other relevant information and comments about the annexation:

Prepared by: Terri A Lison

Name: Property Lister Outagamie County

Email: terri.lison@outagamie.org

Phone: 920-832-5665

Date: 10-17-2018

Please RETURN PROMPTLY to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review
PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

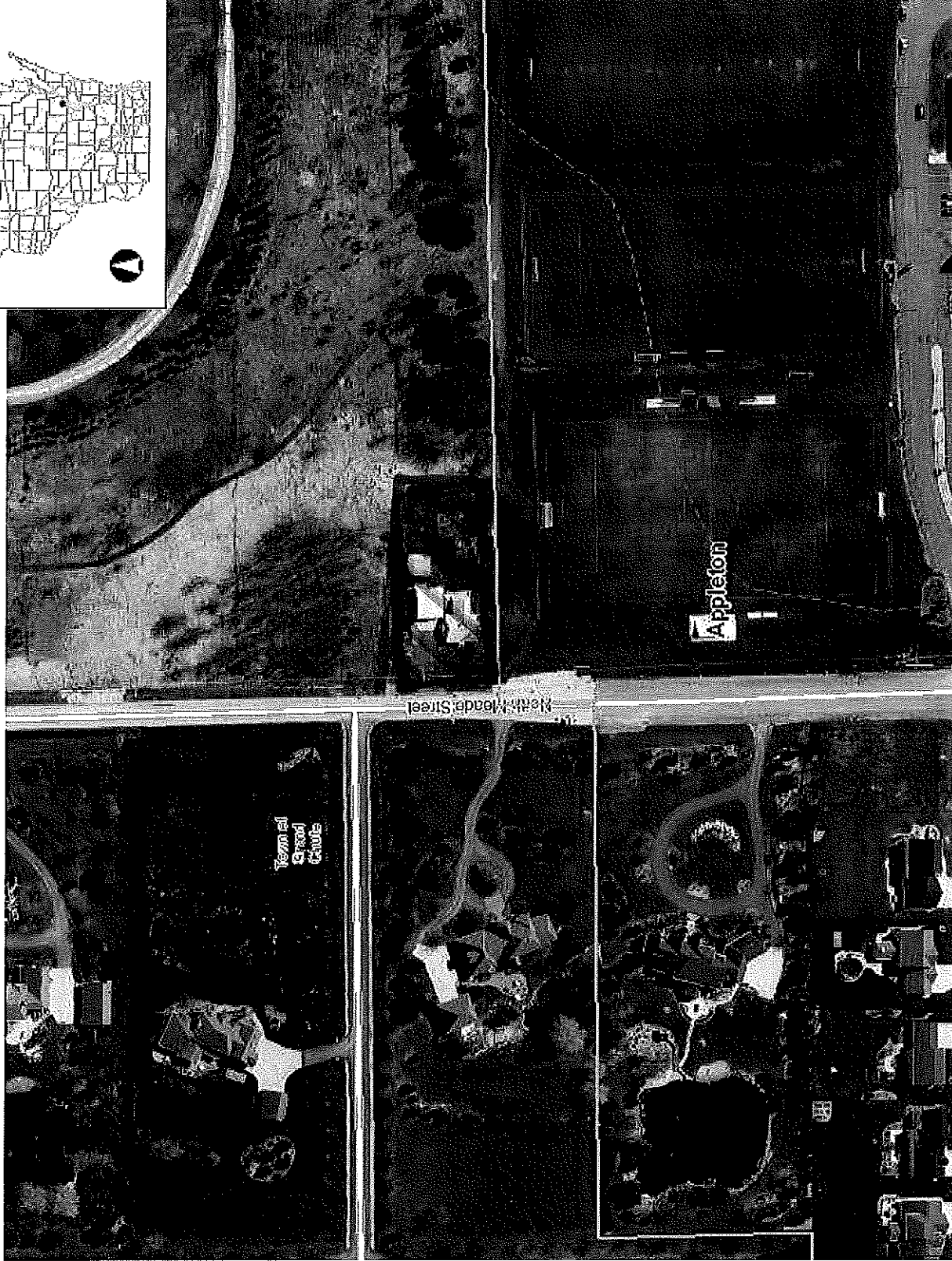


14165



Legend

- ☐ 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/>

0.1 Miles

0.03

0

NAD_1983_HARN_Wisconsin_TM

1: 1,980

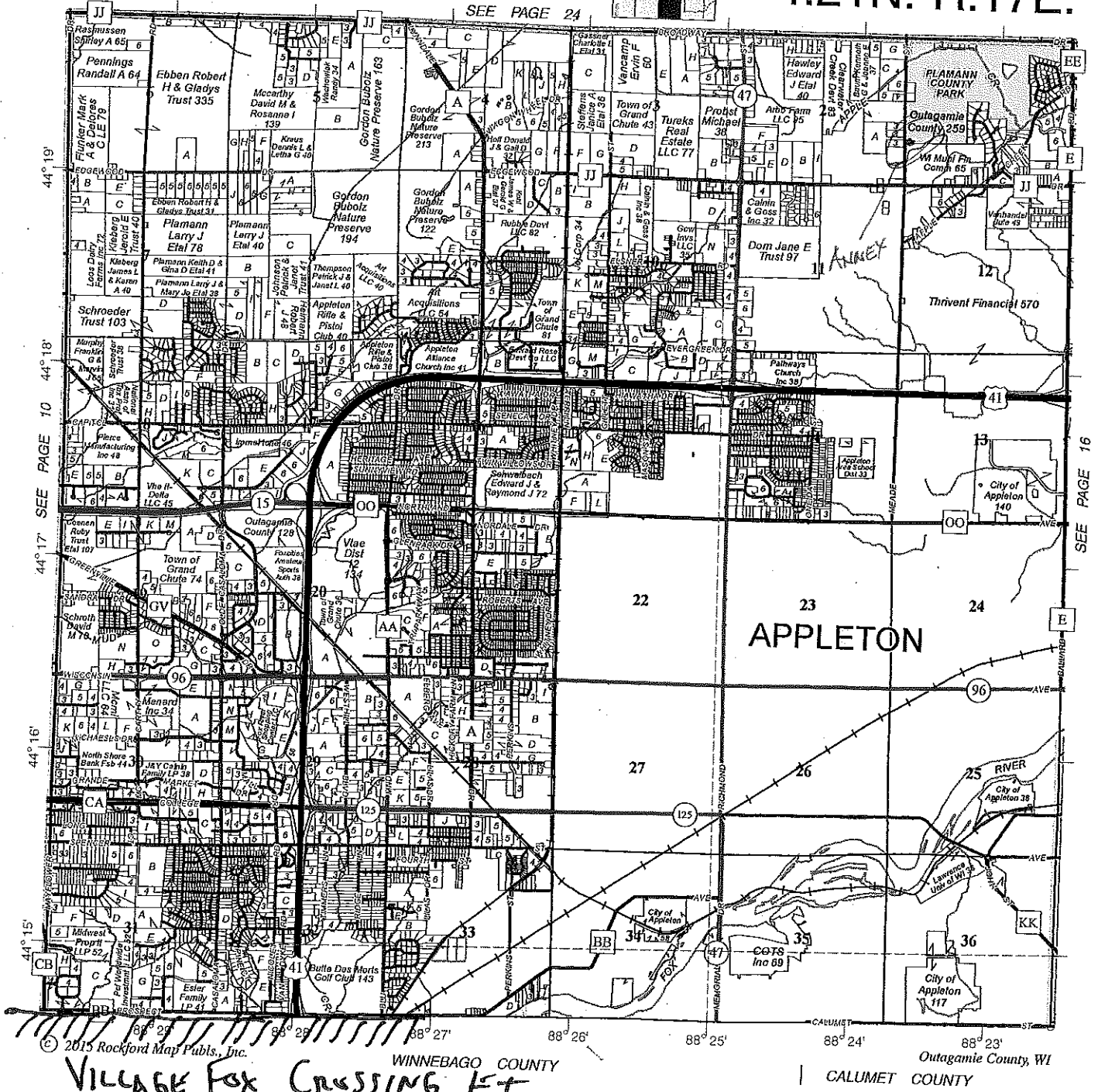
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WEST PART GRAND CHUTE

Refer to page 54 for keyed parcels

T.21N.-R.17E.

SEE PAGE 24

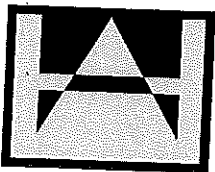


✓

WINNEBAGO COUNTY

Village Fox Crossing Et

CALUMET COUNTY



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www.harrisinc.net



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 31, 2018

PETITION FILE NO. 14165

KAMI LYNCH, CLERK
CITY OF APPLETON
100 N APPLETON ST
APPLETON, WI 54911-4702

KAREN WEINSCHROTT, CLERK
TOWN OF GRAND CHUTE
1900 GRAND CHUTE BLVD
GRAND CHUTE, WI 54913-9613

Subject: LEEMAN ET AL ANNEXATION

The proposed annexation submitted to our office on October 11, 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 **CITY OF APPLETON**, which is able to provide needed municipal services.

Note: The territory being annexed must be described in the annexation ordinance by metes and bounds commencing from a monumented corner of the 1/4-section in which the territory lies (ref: s. 66.0217 (1) (c), Wis. Stats.).

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 14165 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=2238>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner