

14169

WISDOT

14169	Date Sent	Reply	Status
Town Quest	11/6		
Muni Quest	11/6	11/14	
Prop. Lister	11/6	11/6	

TOWN OF ONALASKA
CITY OF ONALASKA
11/26/2018

11/26/18 OK

Request for Annexation Review 14 16 9

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

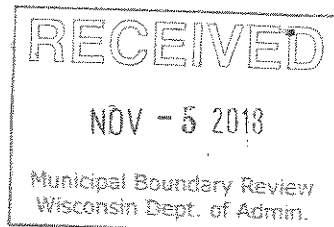
Name: ROBERT SEITZ, DEPUTY SECRETARY

Address: WISDOT

4822 MADISON YARDS WAY
MADISON, WI 53705

Email: _____

Office use only:



1. Town where property is located: Town of Onalaska

2. Petitioned City or Village: City of Onalaska

3. County where property is located: La Crosse

4. Population of the territory to be annexed: 0

5. Area (in acres) of the territory to be annexed: 49.77

6. Tax parcel number(s) of territory to be annexed See Previous Page
(if the territory is part or all of an existing parcel):

Petitioners phone: _____

Town clerk's phone:
608-783-4958

City/Village clerk's phone:
608-781-9530

Contact Information if different than petitioner:

Representative's Name and Address:
Eric Rindfleisch, City Administrator (City of Onalaska, WI)

Onalaska City Hall

415 Main Street

Onalaska WI 54650

City State Zip

Phone: 608 - 781 - 9530

E-mail: erindfleisch@cityofonalaska.com

Surveyor or Engineering Firm's Name & Address:
Coulee Region Land Surveyors

917 South 4th Street

La Crosse WI 54601

City State Zip

Phone: 608 - 784 - 1614

E-mail: CRLS@couleeregionlandsurveyors.com

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

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

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

14 16 9

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

\$ 800 **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

\$ 1,150 **TOTAL FEE DUE** (Add the Filing Fee to the Review Fee)

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

11/5

113256

CITY OF
ONALASKA

\$1,150

7/18

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

ANNEXATION SUBMITTAL GUIDE

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.

14 16 9

☒ 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 annexe (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 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.]

14 16 9

PETITION FOR ANNEXATION

TO: City Clerk
City of Onalaska
415 Main Street
Onalaska, WI 54650

TO: City Clerk
Town of Onalaska
W7052 Second Street
Onalaska, WI 54650

We, the undersigned, Wisconsin Department of Transportation
(Printed Name(s))

do hereby respectively petition the City of Onalaska, Wisconsin, to annex the real estate described hereinafter to the City of Onalaska, which is to be detached from the township of Onalaska, County of LaCrosse, Wisconsin to the City of Onalaska and that the subject property be zoned
Right-of-Way (no applicable zoning district) upon annexation.

The property, which is the subject of this petition, is contiguous to the current boundaries of the City of Onalaska. A complete and accurate legal description and a scaled map of the area is attached hereto and incorporated herein by reference as EXHIBIT "A".

This instrument constitutes a Petition for direct annexation pursuant to Section 66.0217(2), Wisconsin Statutes. The number of electors residing within the boundaries of this property is 0 and the undersigned are the sole owners and fee title holders to these properties. Therefore, pursuant to Section 66.0217(4), no notice or publication is required.

A copy of this Petition is being mailed to the State of Wisconsin, Department of Administration, for review as required by Section 66.0217(6), Wisconsin Statutes along with the requisite Department of Administration annexation fee. See Annexation Review Fee Guide.

A complete and detailed legal description and map must accommodate this petition at the time of application in order for it to be placed on the Plan Commission Meeting agenda. Short forms or abbreviated legal descriptions will not be accepted. Maps must be to scale and dimensioned.

<u>SIGNATURES OF PETITIONERS</u>	<u>ADDRESS OF PROPERTY</u>	<u>DATE OF SIGNATURE</u>
<u>Robert H. Seitz</u>	<u>US Highway 53</u>	<u>11/2/18</u>

Tax Parcel Identification Numbers: 10-1275-2, 10-1119-1, 10-830-2, 10-1115-0, 10-830-1, 10-826-0, 10-781-1, 10-769-1, & 10-781-0
Contact Person: _____ Telephone () _____
Address: _____ Email: _____

For office use: Date: _____ Initials: _____
Enclosures: ☐ Petition ☐ Legal Description ☐ Map

415 Main Street, Onalaska, WI 54650 Land Use & Development Director 608-781-9590



CITY OF ONALASKA

PLANNING/ZONING DEPARTMENT

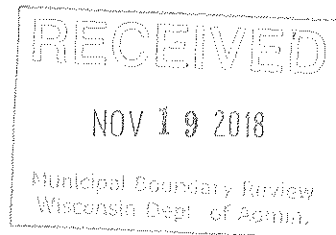
PH: (608) 781-9590

FAX (608) 781-9506

415 MAIN STREET
ONALASKA, WI 54650-2953
<http://www.cityofonalaska.com>

November 16, 2018

Wisconsin Department of Administration
Municipal Boundary Review
101 E. Wilson Street, 9th Floor
Madison, WI 53703



RE: Onalaska, WI – State Road 53 Annexation Petition Fee

Enclosed is a check for \$350.00 as required for the Initial Filing Fee for an annexation petition in excess of two (2) acres from the Town of Onalaska into the City of Onalaska (49.77 acres of State Road 53 Right-of-Way) under ownership of the Wisconsin Department of Transportation.

Please feel free to contact me if you have any questions, concerns or regarding the proposed annexation petition or enclosed fee. I can be reached at either 608-781-9590 or kaspenson@cityofonalaska.com.

Respectfully,

Katie Aspenson, AICP
Planner /Zoning Inspector
Planning Department



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>

November 06, 2018

PETITION FILE NO. 14169

CAROLINE L. BURMASTER, CLERK
CITY OF ONALASKA
415 MAIN ST
ONALASKA, WI 54650-2953

MARY RINEHART, CLERK
TOWN OF ONALASKA
N5589 COMMERCE ROAD
ONALASKA, WI 54650-9266

Subject: WISDOT 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 ONALASKA to the CITY OF ONALASKA (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 November 26, 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 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:

14169

1. Territory to be annexed: WI DOT From Town of: Onalaska To City/Village of: Onalaska

2. Is the annexation location described by government lot, recorded private claim, ¼ 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 But there is an island already in town being East of Abbey Road & West of USH-53 unless there is something I can't see.

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:

Name: Pam Hollnagel

Email: hollnagel.pam@co.la-crosse.wi.us

Phone: 608-785-5510

Date: 11/6/18

Please RETURN PROMPTLY to:
wimunicipalboundaryreview@wi.gov

Municipal Boundary Review
PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

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: WISDOT

Petition Number: 14169

1. Territory to be annexed: From TOWN OF ONALASKA To CITY OF ONALASKA

2. Area (Acres): 44.77

3. Pick one: ☐ Property Tax Payments

OR ☒ Boundary Agreement

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

\$ _____

a. Title of boundary agreement Boundary Agreement

b. Year adopted 2016

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

c. Participating jurisdictions Town of Onalaska,

d. Statutory authority (pick one) City of Onalaska, village
☐ s.66.0307 ☐ s.66.0225 ☒ s.66.0301 of Holmen

c. Paid by: ☐ Petitioner ☐ City ☐ Village

☐ Other: _____

4. Resident Population: Electors: 0 Total: 0

5. Approximate present land use of territory:

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

Undeveloped: _____% Other: 100% Highway 53 right-of-way

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

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

Other: 100 %

Comments: Hwy 53 right-of-way

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?

residential, commercial

In the town?: 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

X Other no services required for annexation.

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:

Sanitary Sewers immediately
or, write in number of years.

City/Village ☒ Town ☐

Water Supply immediately
or, write in number of years.

City/Village ☒ Town ☐

*However, no
services are
required.*

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: N/A

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? NO ZONING

c. How will the land be zoned and used if annexed? no zoning for right-of-way, right-of-way

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: Katie Asperson

Email: kasperson@cityofonaska.com

Phone: 608-781-9540

Date: 11/9/18

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

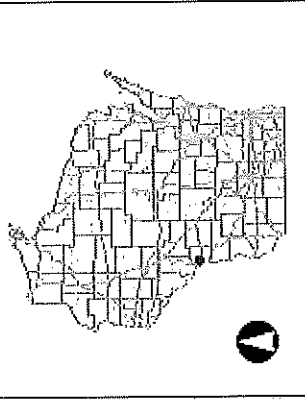
PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)



14169



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

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/>

0.5 Miles

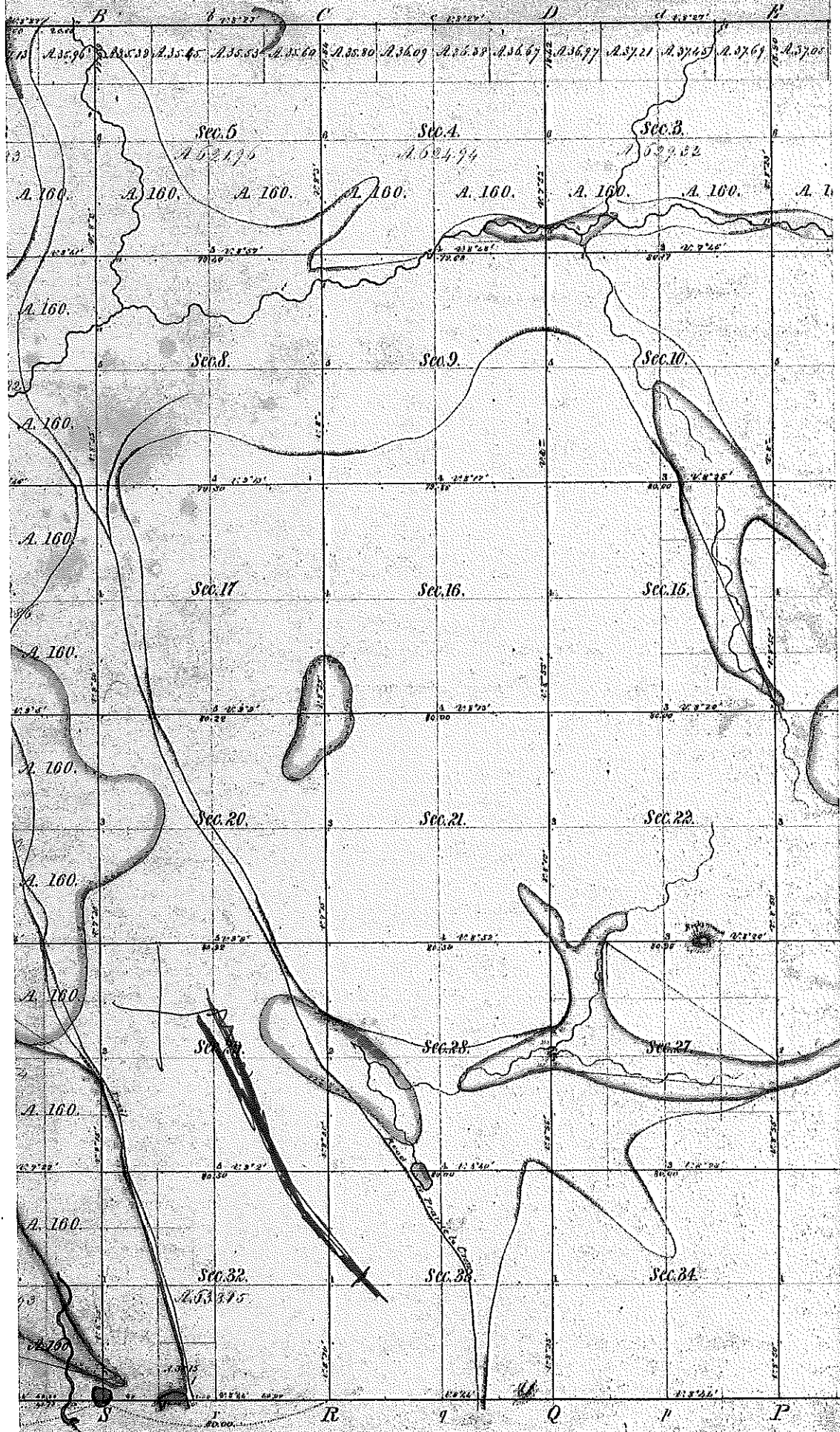
0.25

0

NAD_1983_HARN_Wisconsin_TM

1: 15,840

Township N^o 17 N; Range N^o 7 West,



EAST PART ONALASKA

NORTHWEST PART

HAMILTON

SOUTHWEST PART

HOLLAND

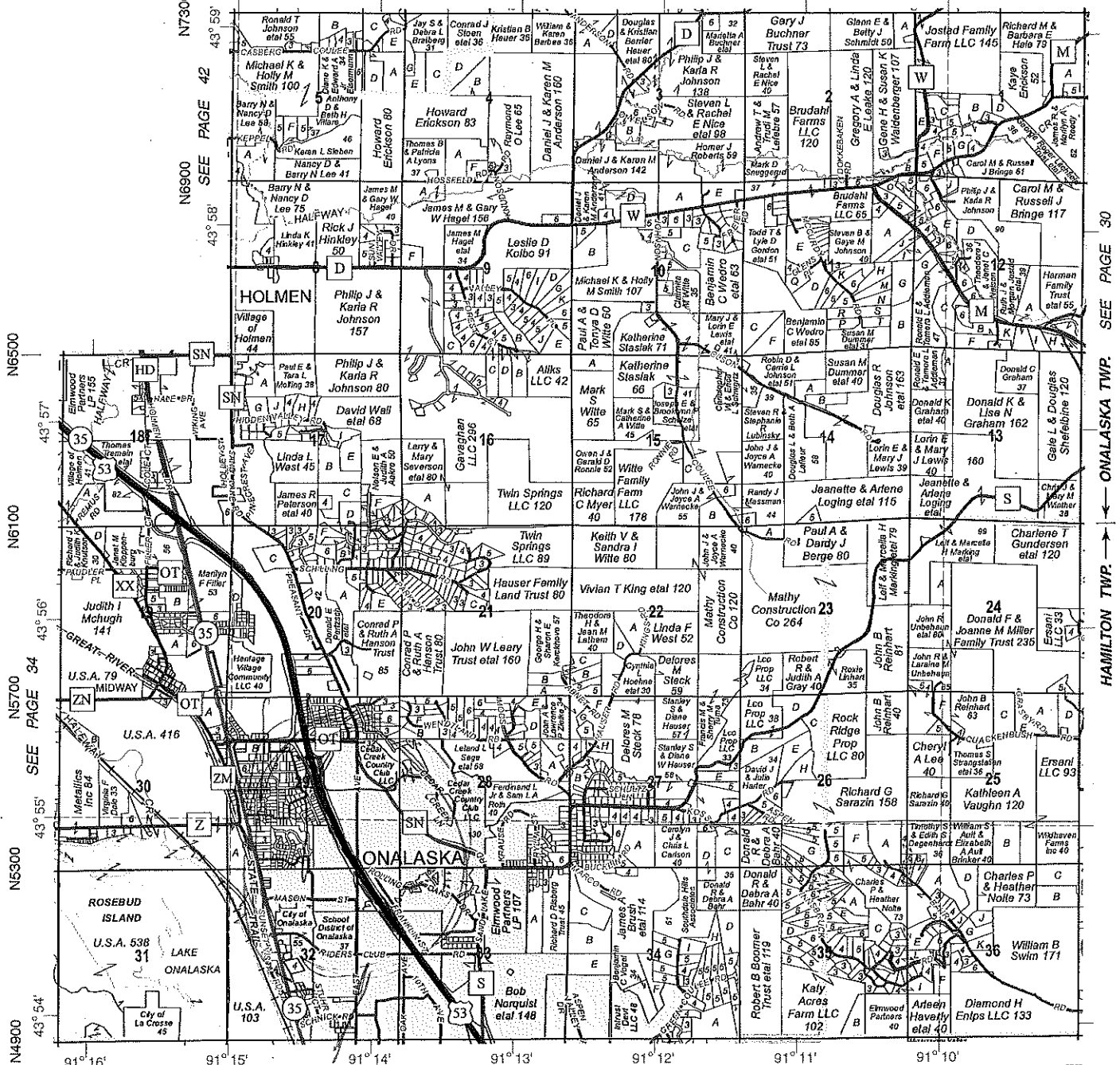
T.17N.-R.7W.

Refer to page 53 for keyed parcels



SEE PAGE 44 HOLLAND TWP. →

SEE PAGE 40



© 2013 Rockford Map Pubs., Inc.

W7300

W6900

Annex W6500

SEE PAGE 18

W6100

W5700

W5300

La Crosse County, WI

W4900



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Web: www.suepinski.com

Email: suepinski@aol.com

1131 Main St. • Onalaska, WI 54650



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>

November 26, 2018

PETITION FILE NO. 14169

CAROLINE L. BURMASTER, CLERK
CITY OF ONALASKA
415 MAIN ST
ONALASKA, WI 54650-2953

MARY RINEHART, CLERK
TOWN OF ONALASKA
N5589 COMMERCE ROAD
ONALASKA, WI 54650-9266

Subject: WISDOT ANNEXATION

The proposed annexation submitted to our office on November 05, 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 ONALASKA**, 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..."

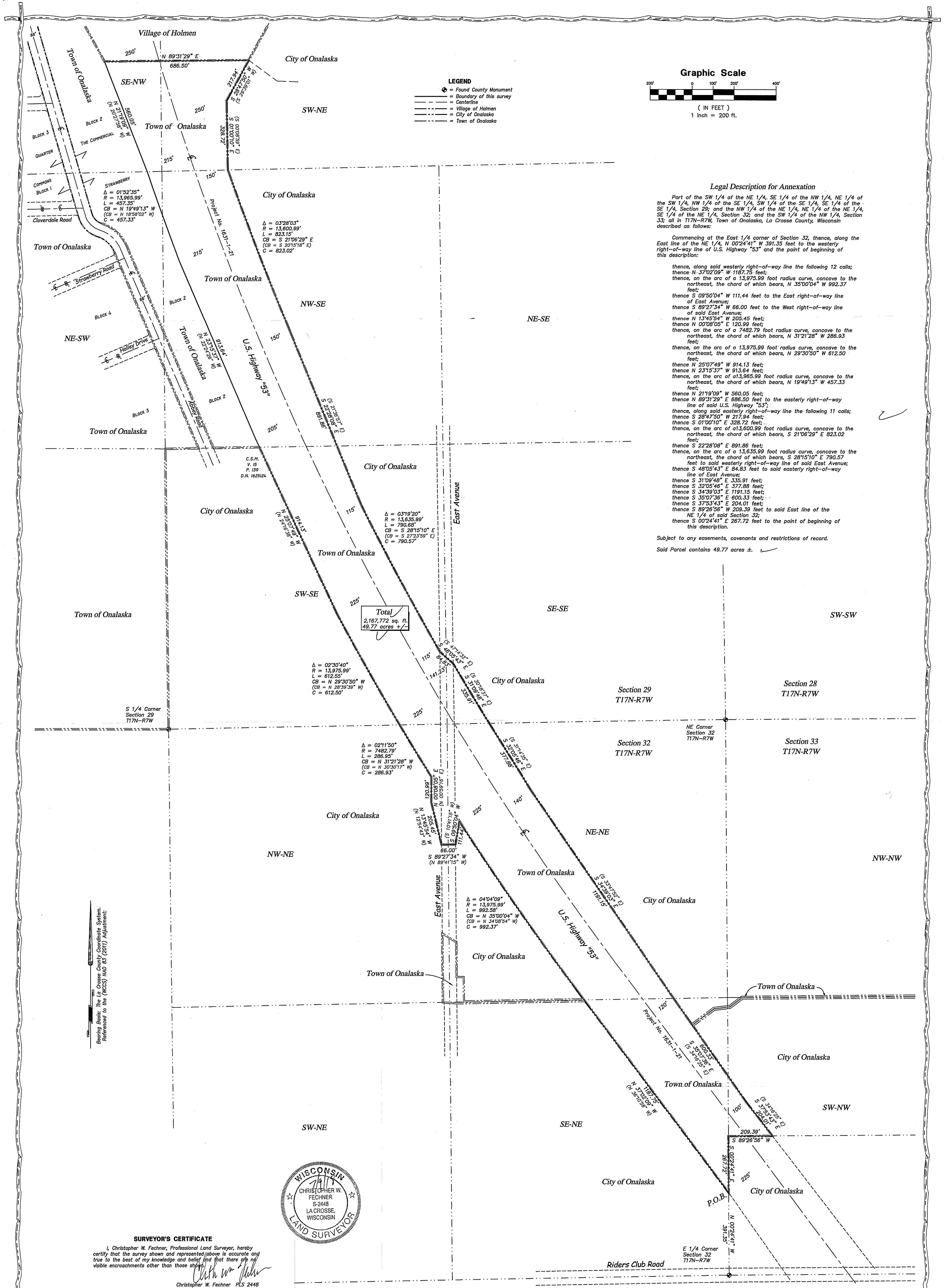
State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14169 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=2242>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner



SURVEY FOR	
City of Onalaska	
Part of the SW-NE, SE-NW, NE-SW, NW-SE, SW-SE, SE-SE, Section 29; NW-NE, NE-NE, SE-NE, Section 32; SW-NW, Section 33, T17N-R7W, Town of Onalaska, La Crosse County, WI	
U.S. Highway "53"	
DRAWN BY: DATE:	CF TS 7/9/2018
REVISED BY: DATE:	
SCALE: 1" = 200'	
PROJECT NO.: S-7376C	FIELD CREW: RC
SHEET 1 OF 1	

Legal Description for Annexation

**Coulee Region
Land Surveyors**

917 SOUTH 4TH STREET - P.O. BOX 1954
LA CROSSE, WISCONSIN 54601
PHONE (608) 784-1614 FAX (608) 784-1408
www.couleeregionlandsurveyors.com