

# Request for Annexation Review

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](mailto:wimunicipalboundaryreview@wi.gov)  
<http://doa.wi.gov/municipalboundaryreview>

## Petitioner Information

Name: **JIM WELSH, EXECUTIVE DIRECTOR**

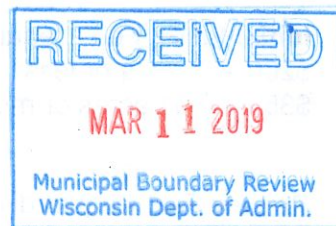
Address: **GROUNDWELL CONSERVANCY, INC.**

**303 S. PATERSON STREET, #6**

**MADISON, WI 53703**

Email: **JIM@GROUNDWELLWISCONSIN.ORG**

## Office use only:



1. Town where property is located: **BRISTOL**
2. Petitioned City or Village: **CITY OF SUN PRAIRIE**
3. County where property is located: **DANE**
4. Population of the territory to be annexed: **0**
5. Area (in acres) of the territory to be annexed: **32.26**
6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **012/0911-334-8050-0, 012/0911-331-9771-9**

Petitioners phone:

**608-258-9797**

Town clerk's phone:

**608-837-6494**

City/Village clerk's phone:

**608-825-1107**

## Contact Information if different than petitioner:

Representative's Name and Address:

**SAME AS PETITIONER**

Surveyor or Engineering Firm's Name & Address:

**Williamson Surveying & Associates, LLC**

**NOA PRIEVE**

**104 A WEST MAIN STREET**

**WAUNAKEE, WI 53597**

Phone: **608-255-5705**

E-mail:

**NOA@WILLIAMSONSURVEYING.COM**

Phone:

E-mail:

## 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

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

**\$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

**\$1150 TOTAL FEE DUE** (Add the Filing Fee to the Review Fee)

**Include** check or money order, 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: 3-12-19

Payee: Groundswell Conservancy

Check Number: 7464

Check Date: 3-11-19

Amount: \$1,150.00



PETITION FOR ANNEXTION TO THE  
CITY OF SUN PRAIRIE, WISCONSIN

Groundswell Conservancy, Inc., the owner of the Property located within the SE1/4 and NE1/4 of Section 33, T9N, R11E, Town of Bristol, Dane County, WI (tax parcel numbers 0911-334-8050-0 and 0911-331-9771-9), seeks to annex this Property into the City of Sun Prairie. The annexation would be direct by unanimous approval.

A scale map that accurately reflects the location of the Property and surrounding properties is attached.

The legal description of the Property is:

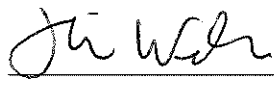
*NOT IN SE/SE GL 2 GL 2*  
A parcel of land located in part of the Southeast 1/4 of the Northeast 1/4, the Northeast 1/4 and ~~Southeast 1/4 of the Southeast 1/4~~ of Section 33 T9N, R11E, Town of Bristol, Dane County, Wisconsin. Including part of United State Highway "151" per Department of Transportation Project T017-2(31) and R/W Project No. 1111-05-22, all being more particularly described as follows:

Commencing at the Southeast corner of said Section 33; thence N 89°29'55" W along the South line of the Southeast 1/4, 1,318.97 feet to the Southwest corner of Southeast 1/4 of the Southeast 1/4 of Section 33; thence N 00°28'53" W along the West line of said Southeast 1/4 of the Southeast 1/4 of Section 33, 1,321.83 feet to the Southwest corner of said Northeast 1/4 of the Southeast 1/4 of Section 33 and to the point of beginning. Thence continue N 00°28'53" W along the West line of said Northeast 1/4 of the Southeast 1/4 of Section 33, 1,470.66 feet to the North bound reference line of said United State Highway "151" per Department of Transportation Project T017-2(31) and R/W Project No. 1111-05-22; thence along said North bound reference line for the next two courses along an arc of a curve concaved northerly having a radius of 22,918.32 feet and a long chord bearing of N 64°10'11" E, 683.73; thence N 63°02'14" E, 358.50 feet; thence S 05°10'50" W, 1942.51 feet to a point on the South line of said Northeast 1/4 of the Southeast 1/4 of Section 33; thence N 89°43'52" W along South line of said Northeast 1/4 of the Southeast 1/4 of Section 33, 747.21 feet to the Southwest corner of said Northeast 1/4 of the Southeast 1/4 of Section 33 and to the point of beginning. This parcel contains 1,409,802 sq. ft. or 32.36 acres thereof.

*32.36*  
The area of the Property is 32.26 acres. The number of people residing in the Property is zero. The owner of the Property is executing this petition.

The proposed zoning classification for the Property would be RH-35.

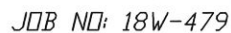
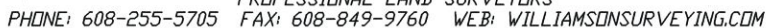
Groundswell Conservancy, Inc.

By: \_\_\_\_\_

Title: Executive Director

Date: February 20, 2019

Z:\Stewardship\Projects\Patrick Marsh\Hanley\Disposition\Annexation to Sun Prairie\Hanley Annexation Petition.docx





GOVERNOR

JOEL BRENNAN

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>

March 12, 2019

PETITION FILE NO. 14200

ELENA HILBY, CLERK  
CITY OF SUN PRAIRIE  
300 E MAIN ST  
SUN PRAIRIE, WI 53590-2227

BRANDON S. BLEDSOE, CLERK  
TOWN OF BRISTOL  
7747 COUNTY RD N  
SUN PRAIRIE, WI 53590-9502

Subject: GROUNDSWELL CONSERVANCY INC 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 BRISTOL to the CITY OF SUN PRAIRIE (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 April 01, 2019. 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, 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>

Petition Number:

1. Territory to be annexed:	From Town of: <b>Bristol</b>	To City/Village of: <b>Sun Prairie</b>
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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

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: **Jim Czaplicki**

Email: **czaplicki@countyofdane.com**

Phone: **(608)267-3529**

Date: **3/19/19**

Please **RETURN PROMPTLY** to:

[wimunicipalboundaryreview@wi.gov](mailto: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](mailto:wimunicipalboundaryreview@wi.gov)  
<http://doa.wi.gov/municipalboundaryreview>

Petitioner: **Groundswell Conservancy Inc**

Petition Number: **14200**

1. Territory to be annexed: **From TOWN OF BRISTOL**

**To CITY OF SUN PRAIRIE**

2. Area (Acres): **32.26**

3. Pick one: ☐ Property Tax Payments

OR

☒ Boundary Agreement **City of Sun Prairie and Town of**

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

a. Title of boundary agreement **Bristol Intergovernmental**

\$ \_\_\_\_\_

b. Year adopted **4/15/2005**

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \_\_\_\_\_

c. Participating jurisdictions **C. of Sun Prairie / T. of Bristol**

c. Paid by: ☐ Petitioner ☐ City ☐ Village

☐ s.66.0307 ☐ s.66.0225 ☒ s.66.0301

☐ Other: \_\_\_\_\_

4. Resident Population: \_\_\_\_\_ Electors: **0** Total: **0**

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

Residential: \_\_\_\_\_% Recreational: \_\_\_\_\_% Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

Undeveloped: **100** %

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

Residential: \_\_\_\_\_% Recreational: **100** % Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

Other: \_\_\_\_\_%

Comments: \_\_\_\_\_

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?

**Agriculture**

In the town?: **Recreation / Conservation (DNR owned land)**

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.

10

Water Supply immediately

☒

☐

or, write in number of years.

10

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:

Lift station ~\$250,000

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

c. How will the land be zoned and used if annexed?

RH-35 (Rural Holding)

LU - Recreation/Conservation

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](mailto: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:

The subject property will become available for use by the public as part of the overall Patrick Morish complex, while being served by City services.

Prepared by: ☐ Town ☒ City ☐ Village

Please **RETURN PROMPTLY** to:

Name: Tim Semmann, AICP

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

Email: tsemmann@CityofSunPrairie.com

Municipal Boundary Review

Phone: 608-825-1107

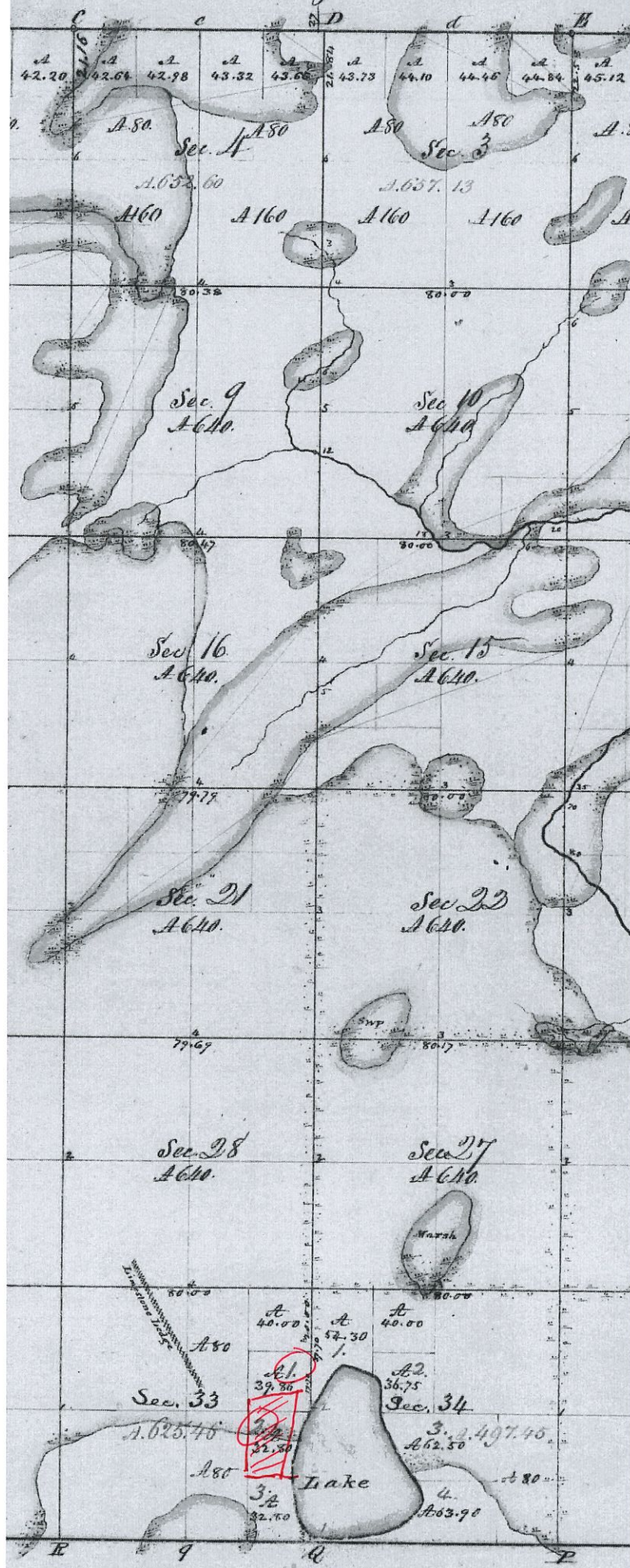
PO Box 1645, Madison WI 53701

Date: 3-28-19

Fax: (608) 264-6104

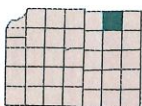
(March 2018)

N<sup>o</sup> IX N. Range N<sup>o</sup> XI E. 4<sup>th</sup>

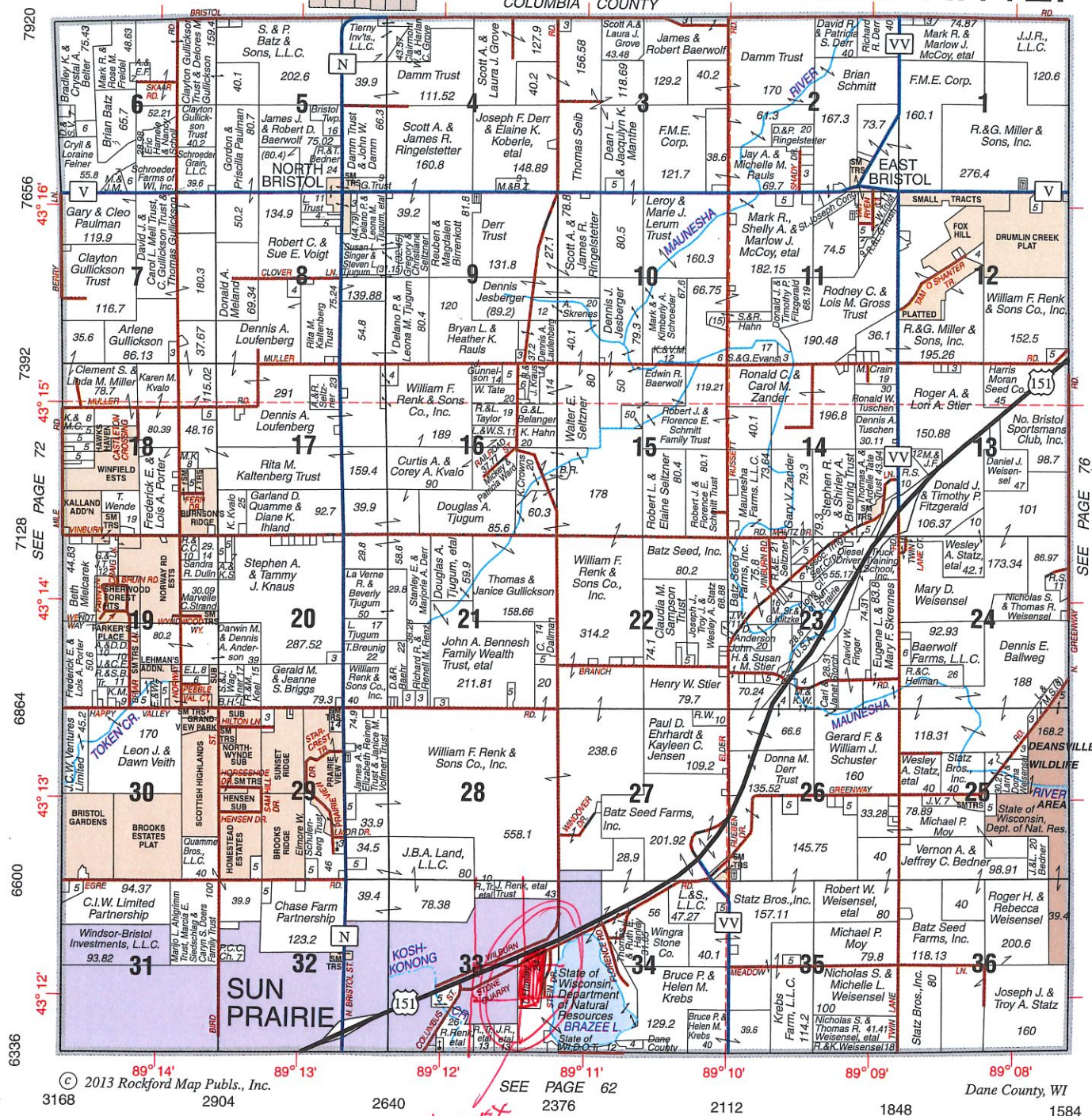




T.9N.-R.11E.



COLUMBIA COUNTY



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SEE PAGE 62

Dane County, WI

3168

2904

2640

2376

3112

1045

158

ANNEX



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TONY EVERS

GOVERNOR

JOEL BRENNAN

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>

March 20, 2019

PETITION FILE NO. 14200

ELENA HILBY, CLERK  
CITY OF SUN PRAIRIE  
300 E MAIN ST  
SUN PRAIRIE, WI 53590-2227

BRANDON S. BLEDSOE, CLERK  
TOWN OF BRISTOL  
7747 COUNTY RD N  
SUN PRAIRIE, WI 53590-9502

Subject: GROUNDSWELL CONSERVANCY INC ANNEXATION

The proposed annexation submitted to our office on March 11, 2019, 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 SUN PRAIRIE**, which is able to provide needed municipal services.

Note: It appears that none of the territory being annexed lies in the SE 1/4 of the SE 1/4 of Section 33. The SE 1/4 of the NE 1/4 is shown as Government Lot 1 and the NE 1/4 of the SE 1/4 is shown as Government Lot 2 in the original survey of Section 33. Also the acreage may need to be adjusted (see enclosed legal description notes).

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 14200 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](mailto: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=2274>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner