

# 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

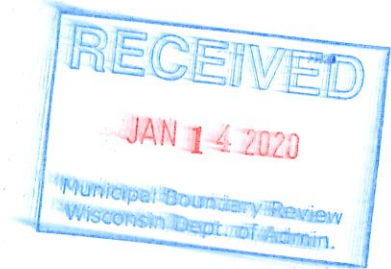
Name: **RICKY L. AND MARY A. BRANTLEY**

Address: **E6635 FAWN VALLEY DRIVE**

**REEDSBURG, WI 53959**

Email:

Office use only:



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

2. Petitioned City or Village: **REEDSBURG**

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

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

5. Area (in acres) of the territory to be annexed: **1.53**

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

Petitioners phone:

**608-524-4032**

Town clerk's phone:

**608-524-3753**

City/Village clerk's phone:

**608-524-6404**

## Contact Information if different than petitioner:

Representative's Name and Address:

**JOSEPH J. HASLER, ESQ.**

**110 EAST MAIN STREET**

**P.O. BOX 231**

**REEDSBURG, WI 53959**

Phone: **608-524-8231**

E-mail: **JJHASLER@LGTDLAWFIRM.COM**

Surveyor or Engineering Firm's Name & Address:

**VIERBICHER ASSOCIATES, INC.**

**400 VIKING DRIVE**

**REEDSBURG, WI 53959**

Phone: **608-524-6468**

E-mail:

## 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) (g) [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

**\$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)**

**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: 1-14-20

Payee: Brantley

Check Number: 8336

Check Date: 1-9-20

Amount: \$400



**CITY OF REEDSBURG**  
**OFFICE OF CITY ATTORNEY**

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110 Main Street  
Post Office Box 231  
Reedsburg, Wisconsin 53959-0231

Telephone (608) 524-8231  
Facsimile (608) 524-4766

January 10, 2020

Wisconsin Dept. of Administration  
Municipal Boundary Review  
P.O. Box 1645  
Madison, Wisconsin 53701

*Re: Ricky L. and Mary A. Brantley Annexation*

Dear Sir or Madam:

Enclosed is a Request for Annexation Review along with a check in the amount of \$400.00 for the required fees. Thank you.

Very truly yours,

**CITY OF REEDSBURG**



Joseph J. Hasler  
Assistant City Attorney

JJH/ka

Enclosure

cc: Brian Duvalle  
Town of Reedsburg Clerk

**PETITION FOR DIRECT ANNEXATION  
BY UNANIMOUS APPROVAL**

TO: City Clerk  
City of Reedsburg  
134 S. Locust Street  
Reedsburg, WI 53959

TO: Town Clerk  
Town of Reedsburg  
600 West Main Street  
Reedsburg, WI 53959

We, the undersigned, do hereby respectively petition the City of Reedsburg, Wisconsin, to annex the real estate described hereinafter to the City of Reedsburg, which is to be detached from the Township of Reedsburg, County of Sauk, Wisconsin to the City of Reedsburg and that the subject property be zoned R-2 Residential upon annexation.

The property, which is the subject of this petition, is contiguous to the current boundaries of the City of Reedsburg. 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 Wis. Stat. sec. 66.0217(2). The number of electors residing within the boundaries of this property is two (2) and the undersigned are the electors and sole owners and fee title holders to these properties. Therefore, pursuant to Wis. Stat. sec. 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 Wis. Stat. sec. 66.0217(6), Wisconsin Statutes along with the requisite Department of Administration annexation fee.

<b>Tax Parcel Number</b>	<b>Owner of Record</b>	<b>Acres</b>	<b>Electors</b>
030-1171-02000	Ricky L. and Mary A. Brantley	0.48	2
030-1171-01000	Ricky L. and Mary A. Brantley	0.62	0

SIGNATURES OF OWNERS

*Jan 8, 2020*  
Date: December \_\_, 2019

*Ricky L. Brantley*  
RICKY L. BRANTLEY

*Mary A. Brantley*  
MARY A. BRANTLEY

SIGNATURES OF ELECTORS

Ricky L. Brantley  
Name: Ricky L. Brantley

Jan 9 2020  
Date: December \_\_\_\_\_, 2019

Mary A. Brantley  
Name: Mary A. Brantley

Date: December \_\_\_\_\_, 2019  
January 9, 2020



# 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: **Brantley**

Petition Number: **14284**

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

2. Area (Acres): 1.53

3. Pick one:  Property Tax Payments

OR  Boundary Agreement *Intermunicipal Cooperation Agreement Between the City of Reedsburg and the Town of Reedsburg*

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

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

a. Title of boundary agreement *Intermunicipal Cooperation Agreement Between the City of Reedsburg and the Town of Reedsburg*

b. Year adopted 2007

b. Total that will be paid to Town

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

c. Participating jurisdictions City and Town of Reedsburg

c. Paid by:  Petitioner  City  Village

d. Statutory authority (pick one)

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

s.66.0307  s.66.0225  s.66.0301

4. Resident Population: Electors: 2 Total: 2

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

Residential: 40 % Recreational: \_\_\_\_\_ % Commercial: \_\_\_\_\_ % Industrial: \_\_\_\_\_ %

Undeveloped: 60 %

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

Residential: 100 % Recreational: \_\_\_\_\_ % 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?

Single-family Residential, Multi-family Residential, Commercial

In the town?: 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: \_\_\_\_\_

(March 2018)

Prepared by:  Town  City  Village

Name: Brian Duvalle

Email: bduvalle@ci.creedburg.wi.us

Phone: 608-768-3354

Date: 1-15-2020

Fax: (608) 264-6104

PO Box 1645, Madison WI 53701

Municipal Boundary Review

wimunicipalboundaryreview@wi.gov

Please RETURN PROMPTLY to:

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

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>

c. How will the land be zoned and used if annexed? R-2 Residential, single-family residential

b. How is the annexation territory now zoned? R-2 Residential

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

Is this annexation consistent with your comprehensive plan?  Yes  No

11. Planning & Zoning:

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

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, approximate timetable for providing service: \_\_\_\_\_

Sanitary Sewers immediately  \_\_\_\_\_ or, write in number of years. 1

Water Supply immediately  \_\_\_\_\_ or, write in number of years. \_\_\_\_\_

City/Village  Yes  No Town  Yes  No

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

**REAL PROPERTY LISTERS ANNEXATION REVIEW**

1. Territory to be annexed: 030-1171-01000 & 030-1171-02000 (Brantley) Sandy Meadows Lots 1 & 2 S2-12-4	From Town of: Town of Reedsburg	To City/Village of: City of Reedsburg
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2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

**Location and Position**

- (1) Location description by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county
- (2) Contiguous with existing village/city boundaries
- (3) Creates an island area in Township (completely surrounded by city)
- (4) Creates an island area in City (completely surrounded by town)

**Petition and Map Information**

- (1) Identify owner(s) of annexed land
- &  (2) Identify parcel ID numbers included in annexation. Missing from pg 1, #6 (030-1171-01 & 030-1171-02)
- (3) Identify parcel ID numbers being split by annexation
- (4) North arrow
- (5) Graphic Scale
- (6) Streets and Highways shown and identified
- (7) Legend
- (8) Total area/acreage of annexation

3. Other relevant information and comments:

2021 tax parcels are anticipated to be: 276-1928-10000 & 276-1928-20000

Current parcels are located in Supervisory District 11, Assembly District 50, Senate District 17 & Voting Ward T3. The surrounding area in the Village is in Supervisory District 9, Assembly District 50, Senate District 17, Alder District C AD3 & Voting Ward C7. Area crosses Supervisory Districts 9 & 11 - City will need to either create a new Voting Ward or Petition the County Board to have the Supervisory District adjusted.

Prepared by: Sarah Brown  
 Title: Deputy Treasurer/RPL Manager  
 Phone: 608-355-3575  
 Date: 01/14/2020

Please **RETURN PROMPTLY** to:  
 Municipal Boundary Review  
 PO Box 1645  
 Madison WI 53701  
 (608) 264-6102 **FAX** (608) 264-6104  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

# Request for Annexation Review

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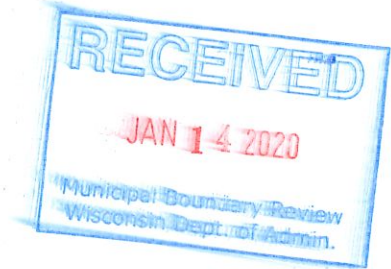
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**REEDSBURG, WI 53959**

Email:

Office use only:



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**608-524-3753**

City/Village clerk's phone:

**608-524-6404**

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Representative's Name and Address:

**JOSEPH J. HASLER, ESQ.**

**110 EAST MAIN STREET**

**P.O. BOX 231**

**REEDSBURG, WI 53959**

Phone: **608-524-8231**

E-mail: **JJHASLER@LGTDLAWFIRM.COM**

Surveyor or Engineering Firm's Name & Address:

**VIERBICHER ASSOCIATES, INC.**

**400 VIKING DRIVE**

**REEDSBURG, WI 53959**

Phone: **608-524-6468**

E-mail:

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

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- Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
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  - OR
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**\$400 TOTAL FEE DUE (Add the Filing Fee to the Review Fee)**

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**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: 1-14-20

Payee: Brantley

Check Number: 8336

Check Date: 1-9-20

Amount: \$400

## 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.
- 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.]*

**CITY OF REEDSBURG**  
**OFFICE OF CITY ATTORNEY**

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110 Main Street  
Post Office Box 231  
Reedsburg, Wisconsin 53959-0231

Telephone (608) 524-8231  
Facsimile (608) 524-4766

January 10, 2020

Wisconsin Dept. of Administration  
Municipal Boundary Review  
P.O. Box 1645  
Madison, Wisconsin 53701

*Re: Ricky L. and Mary A. Brantley Annexation*

Dear Sir or Madam:

Enclosed is a Request for Annexation Review along with a check in the amount of \$400.00 for the required fees. Thank you.

Very truly yours,

**CITY OF REEDSBURG**



Joseph J. Hasler  
Assistant City Attorney

JJH/ka

Enclosure

cc: Brian Duvalle  
Town of Reedsburg Clerk

**PETITION FOR DIRECT ANNEXATION  
BY UNANIMOUS APPROVAL**

TO: City Clerk  
City of Reedsburg  
134 S. Locust Street  
Reedsburg, WI 53959

TO: Town Clerk  
Town of Reedsburg  
600 West Main Street  
Reedsburg, WI 53959

We, the undersigned, do hereby respectively petition the City of Reedsburg, Wisconsin, to annex the real estate described hereinafter to the City of Reedsburg, which is to be detached from the Township of Reedsburg, County of Sauk, Wisconsin to the City of Reedsburg and that the subject property be zoned R-2 Residential upon annexation.

The property, which is the subject of this petition, is contiguous to the current boundaries of the City of Reedsburg. 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 Wis. Stat. sec. 66.0217(2). The number of electors residing within the boundaries of this property is two (2) and the undersigned are the electors and sole owners and fee title holders to these properties. Therefore, pursuant to Wis. Stat. sec. 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 Wis. Stat. sec. 66.0217(6), Wisconsin Statutes along with the requisite Department of Administration annexation fee.

<b>Tax Parcel Number</b>	<b>Owner of Record</b>	<b>Acres</b>	<b>Electors</b>
030-1171-02000	Ricky L. and Mary A. Brantley	0.48	2
030-1171-01000	Ricky L. and Mary A. Brantley	0.62	0

SIGNATURES OF OWNERS

*Jan 8, 2020*  
Date: December \_\_, 2019

*Ricky L. Brantley*  
RICKY L. BRANTLEY

*Mary A. Brantley*  
MARY A. BRANTLEY

SIGNATURES OF ELECTORS

Ricky L. Brantley  
Name: Ricky L. Brantley

Jan 9 2020  
Date: December \_\_\_\_\_, 2019

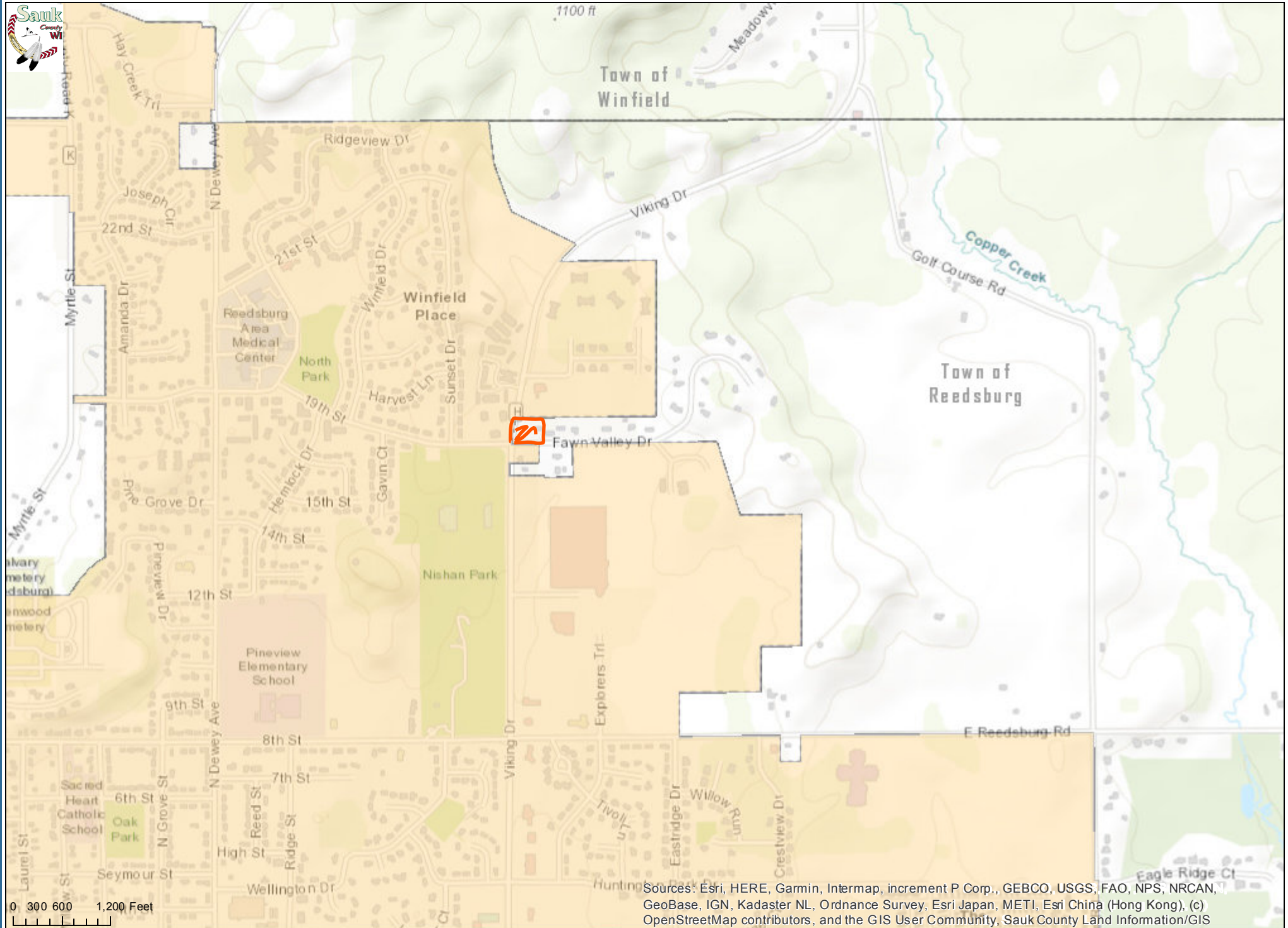
Mary A. Brantley  
Name: Mary A. Brantley

Date: December \_\_\_\_\_, 2019  
January 9, 2020





# Sauk County Land Information/GIS Web Map



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), (c) OpenStreetMap contributors, and the GIS User Community, Sauk County Land Information/GIS



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>

February 01, 2020

PETITION FILE NO. 14284

JACOB CROSETTO, CLERK  
CITY OF REEDSBURG  
134 S LOCUST ST  
REEDSBURG, WI 53959-1934

REBECCA MEYER, CLERK  
TOWN OF REEDSBURG  
S3886 GROTE HILL RD  
REEDSBURG, WI 53959

Subject: BRANTLEY ANNEXATION

The proposed annexation submitted to our office on January 14, 2020, 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 REEDSBURG**, which is able to provide needed municipal services.

Note: Please verify that part of the territory to be annexed is in the NW 1/4 of the SE 1/4 of Section 2 and if not revise the legal description 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 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 14284 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=2358>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

cc: petitioner

Erich Schmidtke, Municipal Boundary Review