

# Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration  
Municipal Boundary Review  
PO Box 1645, Madison WI 53701  
608-264-6102  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
<https://doa.wi.gov/municipalboundaryreview>

**Online Submittal and Payment: Instead of this form go to <https://appengine.egov.com/apps/wi/dir/annexation>  
This will speed up the process by eliminating the time it used to take to mail the check to us.**

## Petitioner Information

Name: **Worzella & Sons, Inc.**

Phone: **(715) 344-4098**

Email: **steve@worzellas.com**

### Contact Information if different than petitioner:

Representative's Name: **William B Scholfield Scholfield Group, LLC Broker**

Phone: **(715) 574-7007**

E-mail: **bill@scholfieldgroup.com**

**RECEIVED**

**April 11, 2024**

Municipal Boundary Review  
Wisconsin Dept. of Admin.

1. Town(s) where property is located: **Town of Plover**

2. Petitioned City or Village: **Village of Plover**

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

4. Population of the territory to be annexed: **0**

5. Area (in acres) of the territory to be annexed: **42.24**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):  
**030230824-10 & 030230824-11.02**

### Include these required items with this form:

- 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 [see attached annexation guide]
- Check or money order covering review fee [see next page for fee calculation]

(November 2022)

# 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

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

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

**DON'T attach the check with staples, tape, ...**

**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 & form received: 4-11-24

Payer: Pontage County

Check Number: 661286

Check Date: 3-25-24

Amount: \$1150.00

**PETITION FOR ANNEXATION**

(Direct Annexation by Unanimous Approval)

To: Village of Plover  
Attn: Tammy Wojtalewicz Village Clerk  
2400 Post Road  
Plover, WI 54467

With Signed Counterpart Copies To:

Town of Plover  
Patricia Weller Town Clerk / Treasurer  
5081 Hoover Ave. South  
Plover, WI 54476

&

**Wisconsin Department of Administration**  
Attn: Municipal Boundary Review  
P O Box 1645  
Madison, WI 53701

From: Worzella & Sons, Inc (“Petitioners”)  
Steve Worzella  
2801 Hoover Ave  
Plover, WI 54467

**THIS PETITION** (“Petition”) by the Petitioners on March 26, 2024.

**1. Petition for Annexation; Legal Description of Property.** Petitioners hereby petition and request that the real property described on **Exhibit A** attached hereto (herein the “**Property**”), be detached from the Town of Plover, Portage County, Wisconsin and be annexed to the Village of Plover, in Portage County, Wisconsin

The Tax Key Numbers of the property are as follows:  
**030230824-10 Approx. 37.42ac & 030230824-11.02 Approx. 4.28ac** (Illustration Attached)

**2. Ownership of Property;** Petitioners are the sole owners of the Property which consists of approx. 42.24 acres

**3. Population; Uninhabited Property.** Petitioners represent and state that the property is solely owned by the petitioners and no person reside within the Property; the Property consists of vacant unimproved real estate – farm field

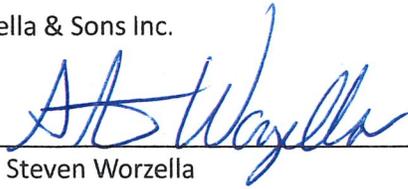
4. **Direct Annexation.** Petitioner makes this Petition pursuant to Section 66.0217 (2) of the Wisconsin Statutes as a request for direct annexation by unanimous approval of the sole owners of the Property, the Petitioners.

5. **Acknowledgement.** The undersigned owners acknowledge that this Petition, the legal Description and Exhibits have been prepared in accordance with Section 66.0217, Wis. Stats., and that the property is under sales contract to Portage County Municipal Government who will pay all required fees to process this Petition.

Owner Petitioners

Worzella & Sons Inc.

By:

  
\_\_\_\_\_

Steven Worzella

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

# Exhibit "A"

## Owner

WORZELLA & SONS INC

## Owner Address

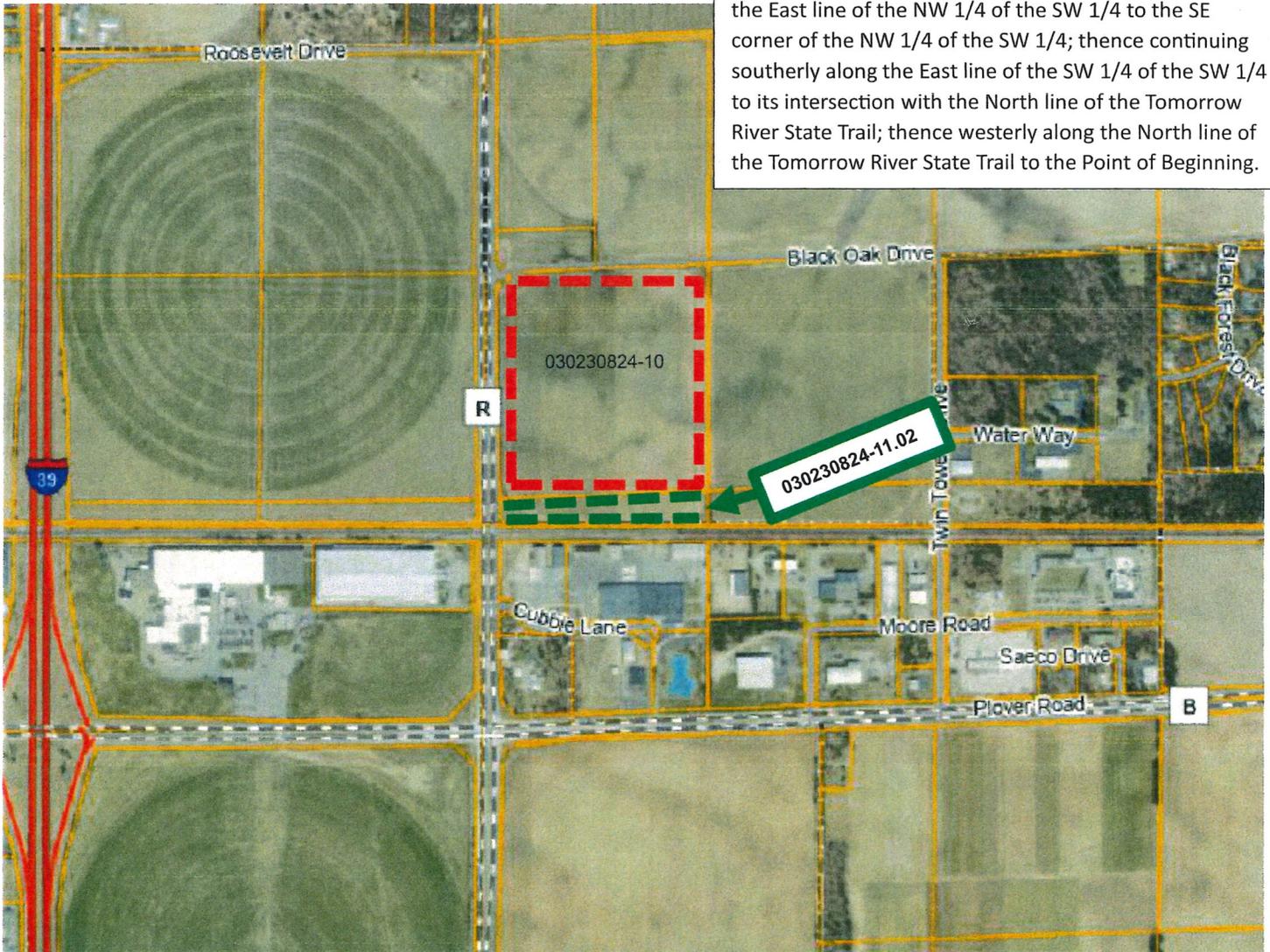
WORZELLA & SONS INC ,  
2801 HOOVER AVE  
PLOVER, WI 54467-

Parcel # 030230824-10      Approx. 37.42ac  
&  
Parcel # 030230824-11.02      Approx. 4.82ac

### Legal:

Being all of the NW 1/4 of the SW 1/4 and a portion of the SW 1/4 of the SW 1/4 all in Section 24 of Township 23 North, Range 8 East, Town of Plover, Portage County, Wisconsin, being more particularly described as follows:

Commencing at the SW corner of said Section 24, thence northerly along the west line of Section 24 to its intersection with the North line of the Tomorrow River State Trail, and the Point of Beginning (POB) of the Annexation Boundary to be described; thence continuing northerly along the West line of section 24 to the North line of the NW 1/4 of the SW 1/4; thence easterly along the North line of said NW 1/4 of the SW 1/4 to the East line of the NW 1/4 of the SW 1/4; thence southerly along the East line of the NW 1/4 of the SW 1/4 to the SE corner of the NW 1/4 of the SW 1/4; thence continuing southerly along the East line of the SW 1/4 of the SW 1/4 to its intersection with the North line of the Tomorrow River State Trail; thence westerly along the North line of the Tomorrow River State Trail to the Point of Beginning.



**EXHIBIT B**

3/26/24, 8:10 AM

Real Estate Tax Parcel

**Portage County**  
Ascent Land Records Suite

User: **Public** Choose Product: Land Records Suite Choose Category: Real Estate Proper What do you want to do? Search properties Help ?

[Browser Setup Help](#)

[Return to search results](#)

[Property Summary](#)

Owner (s): <b>WORZELLA &amp; SONS INC</b>	Location: <b>NW SW, Sect. 24, T23N, R8E</b>	
Mailing Address: <b>WORZELLA &amp; SONS INC 2801 HOOVER AVE PLOVER, WI 54467</b>	School District: <b>5607 - STEVENS POINT AREA SCHOOL DISTRICT</b>	
	<a href="#">Request Mailing Address Change</a>	
Tax Parcel ID Number: <b>030-23-0824-10</b>	Tax District: <b>030-TOWN OF PLOVER</b>	Status: <b>Active</b>
Alternate Tax Parcel Number:	Government Owned:	Acres: <b>37.4200</b>

3/26/24, 8:11 AM

Real Estate Tax Parcel

**Portage County**  
Ascent Land Records Suite

User: **Public** Choose Product: Land Records Suite Choose Category: Real Estate Proper What do you want to do? Search properties Help ?

[Browser Setup Help](#)

[Return to search results](#)

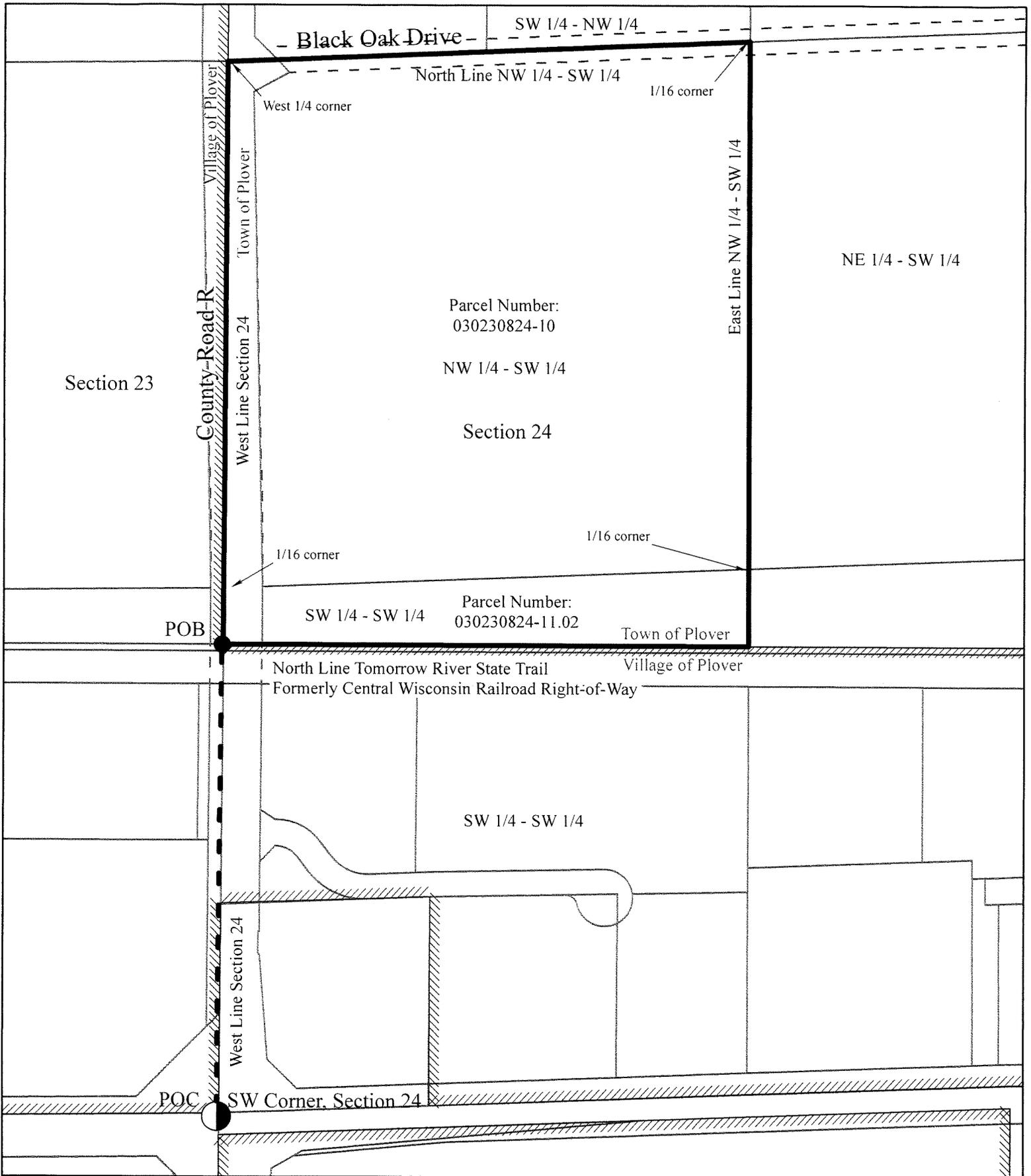
[Property Summary](#)

Owner (s): <b>WORZELLA &amp; SONS INC</b>	Location: <b>SW SW, Sect. 24, T23N, R8E</b>	
Mailing Address: <b>WORZELLA &amp; SONS INC 2801 HOOVER AVE PLOVER, WI 54467</b>	School District: <b>5607 - STEVENS POINT AREA SCHOOL DISTRICT</b>	
	<a href="#">Request Mailing Address Change</a>	
Tax Parcel ID Number: <b>030-23-0824-11.02</b>	Tax District: <b>030-TOWN OF PLOVER</b>	Status: <b>Active</b>
Alternate Tax Parcel Number:	Government Owned:	Acres: <b>4.8200</b>

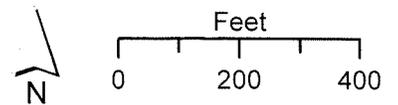
Description - Comments: (Please see Documents tab below for related documents. For a complete legal description, see recorded document.):  
THAT PT OF FRAC SW SW LYGN OF RR ROW EX RD ROW 689051 S24 T23 R8-11.2 4.82A M/L 234/238-9



# Annexation Exhibit



- Annexation Boundary
- Parcel Boundaries
- Municipal Boundary
- Right-of-way



# 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: **Worzella & Sons**

Petition Number: **14661**

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

To **VILLAGE OF PLOVER**

2. Area (Acres): 42.24 acres

3. Pick one:  Property Tax Payments

OR  Boundary Agreement

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

\$ 15.22

a. Title of boundary agreement \_\_\_\_\_

b. Year adopted \_\_\_\_\_

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$76.10

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: 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: \_\_\_\_\_% Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

Other: 100 %

Comments: Portage County Law Enforcement Center

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?

Industrial

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
<u>Sanitary Sewers</u> immediately	<input checked="" type="checkbox"/>	<input type="checkbox"/>
or, write in number of years.	Existing at P/L _____	_____
<u>Water Supply</u> immediately	<input checked="" type="checkbox"/>	<input type="checkbox"/>
or, write in number of years.	Existing at P/L _____	_____

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? Exclusive Agricultural District (A-1)

c. How will the land be zoned and used if annexed? Heavy Manufacturing (M-2) - Proposed use: County Law Enforcement Center

---

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:

-Adjacent to other Portage County facilities and services.

---

Prepared by:  Town  City  Village

Name: Adam DeKleyn

Email: [adekleyn@ploverwi.gov](mailto:adekleyn@ploverwi.gov)

Phone: 715-345-5250 Ext:128

Date: 04/16/2024

---

(March 2018)

Please **RETURN PROMPTLY** to:

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

Municipal Boundary Review

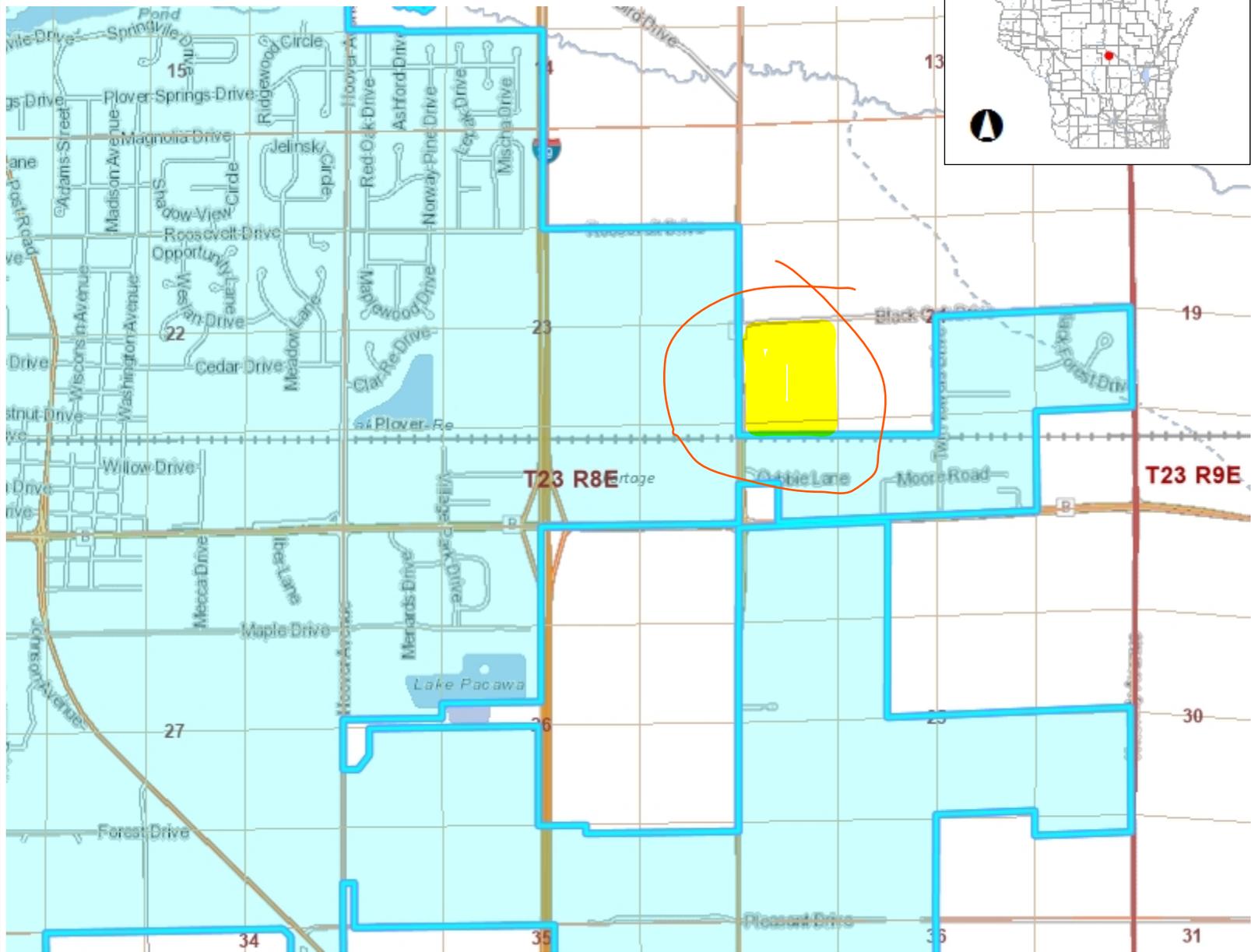
PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

---



# Surface Water Data Viewer Map



- 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



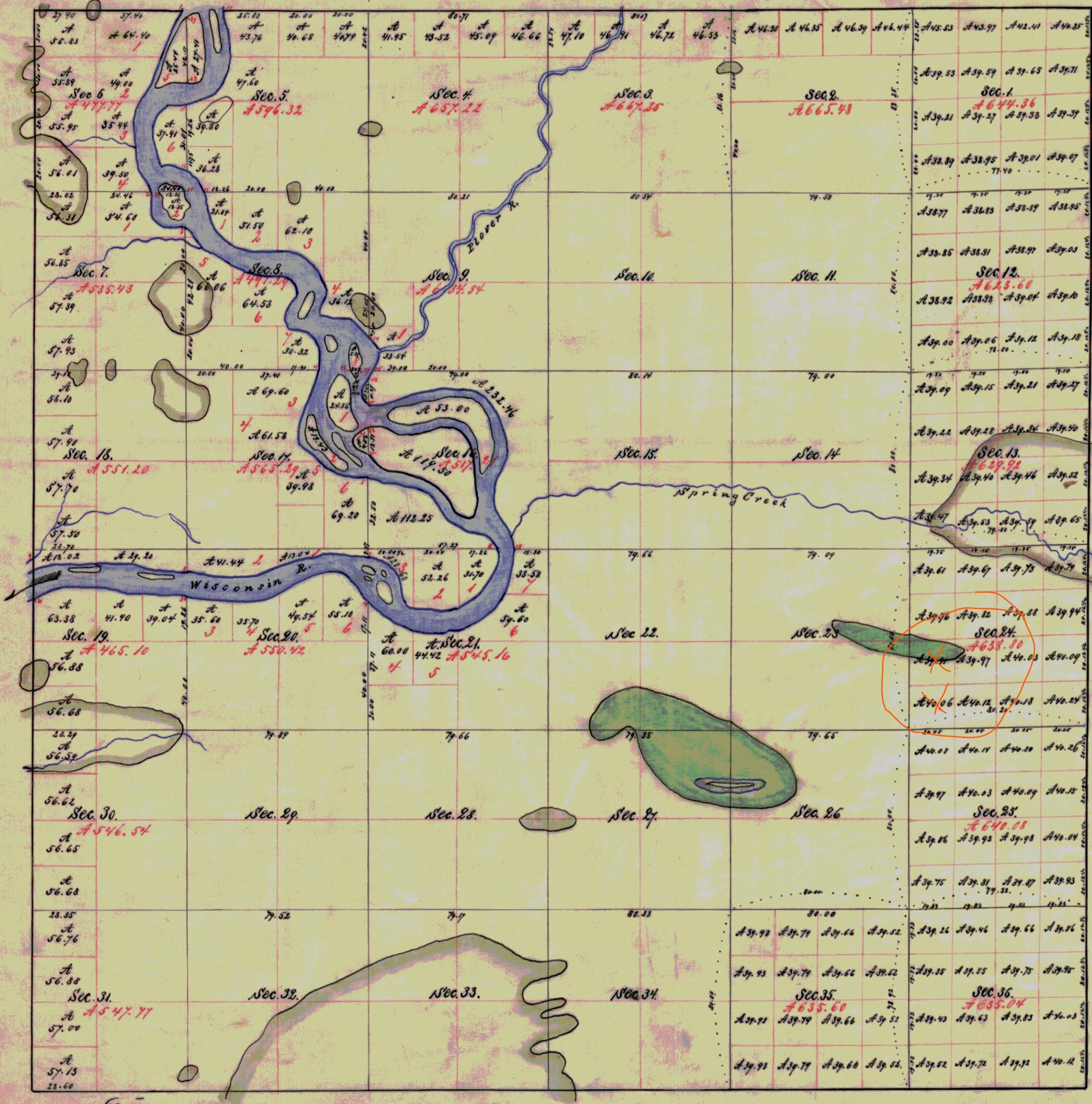
NAD\_1983\_HARN\_Wisconsin\_TM

1: 23,760

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/>

## Notes

# Township N<sup>o</sup> 23 N, Range N<sup>o</sup> 8 East, 4<sup>th</sup> Mer.



Township lines surveyed June 1839, May 1851

Subdivisions surveyed June & July 1839, February 1852

Total number of acres 21,686.40



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

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>

May 1, 2024

PETITION FILE NO. 14661

TAMMY WOJTALEWICZ, CLERK  
VILLAGE OF PLOVER  
PO BOX 37  
PLOVER, WI 54467-0037

PATRICIA WELLER, CLERK  
TOWN OF PLOVER  
5081 HOOVER AVENUE SOUTH  
PLOVER, WI 54467-9738

Subject: WORZELLA & SONS ANNEXATION

The proposed annexation submitted to our office on April 11, 2024, 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 Plover, 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 14661 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=2735>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner