

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
<http://doa.wi.gov/municipalboundaryreview>

Petitioner Information

Name: **MIKE AND VALERIE MASON FAMILY TRUST**

Address: **N9618/N9622 HOWARD ROAD**

WHITEWATER, WI 53190

Email: **farmboy5851@gmail.com**

Office use only:

RECEIVED

May 30, 2024

Municipal Boundary Review
Wisconsin Dept. of Admin.

1. Town where property is located: **TOWN OF WHITEWATER**

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

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

4. Population of the territory to be annexed: **SEVEN (7)**

5. Area (in acres) of the territory to be annexed: **12.6 ACRES**

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **PART DW200004**

Petitioners phone:

608 752 0575

Town clerk's phone:

262 473 4639

City/Village clerk's phone:

262 473 0102

Contact Information if different than petitioner:

Representative's Name and Address:
COMBS & ASSOCIATES INC

109 W MILWAUKEE STREET

JANESVILLE WI 53548

Phone: **608 752 0575**

E-mail: **jgarde@combssurvey.com**

Surveyor or Engineering Firm's Name & Address:
COMBS & ASSOCIATES INC

109 W MILWAUKEE STREET

JANESVILLE WI 53548

Phone: **608 752 0575**

E-mail: **jgarde@combssurvey.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) (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

\$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)

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: 5-30-2024

Payee: COMBS + ASSOC INC

Check Number: 6049

Check Date: 5-28-24

Amount: 1150⁰⁰

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 adjoining 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.]

UNANIMOUS PETITION FOR ANNEXATION
(s. 66.0217(2) WIS STAT)

This petition is made for the purpose of annexing by unanimous approval to the City of Whitewater, Walworth County, Wisconsin, by detaching from Town of Whitewater, Walworth County, Wisconsin, the following described territory:

PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 2, T.4N., R.15E. OF THE 4TH P.M. TOWN OF WHITEWATER, WALWORTH COUNTY, WISCONSIN. DESCRIBED AS FOLLOWS: BEGINNING AT A BRASS CAP AT THE NW CORNER OF SAID SECTION; THENCE N89°15'45"E ALONG THE NORTH LINE OF THE NW 1/4 OF SAID SECTION, 365.00 FEET; THENCE S1°50'20"E 809.36 FEET; THENCE N89°20'59"E 64.57 FEET; THENCE S1°29'12"E 521.64 FEET TO THE SOUTH LINE OF THE NORTH 1/2 OF THE NW 1/4 OF SAID SECTION, AS MONUMENTED; THENCE S88°51'12"W ALONG SAID SOUTH LINE, 470.35 FEET TO THE WEST LINE OF THE NW 1/4 OF SAID SECTION; THENCE N0°03'08"E ALONG SAID WEST LINE, 1334.39 FEET TO THE PLACE OF BEGINNING. CONTAINING 12.60 ACRES.

Attached hereto and incorporated herein by reference is a map of the area to be annexed.

The undersigned, who is the owner of and is the elector in all of the above-described property, hereby petition the City Council of the City of Whitewater, Walworth County, Wisconsin, to accept the above-described property and to annex it to the City of Whitewater. The area described above has seven (7) residents.

It is respectfully requested that the City Council accept this annexation by ordinance and as otherwise may be required by state statute promptly after receipt of this petition.

Property Owner

MIKE AND VALERIE MASON FAMILY TRUST

Parcel Number

PART OF DW200004

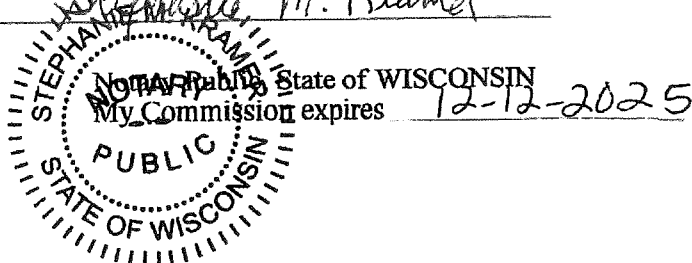
Michael S. Mason Valerie A. Mason

(owner signature)

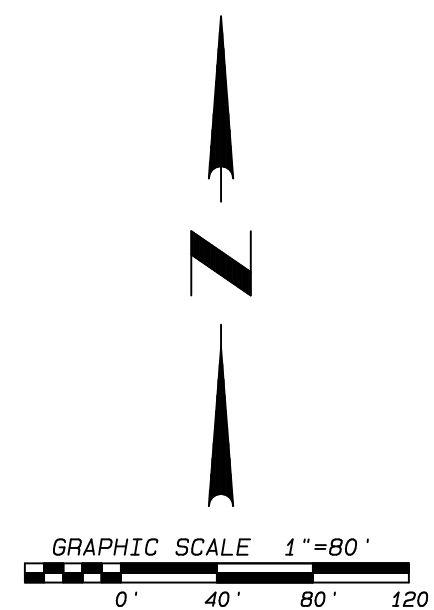
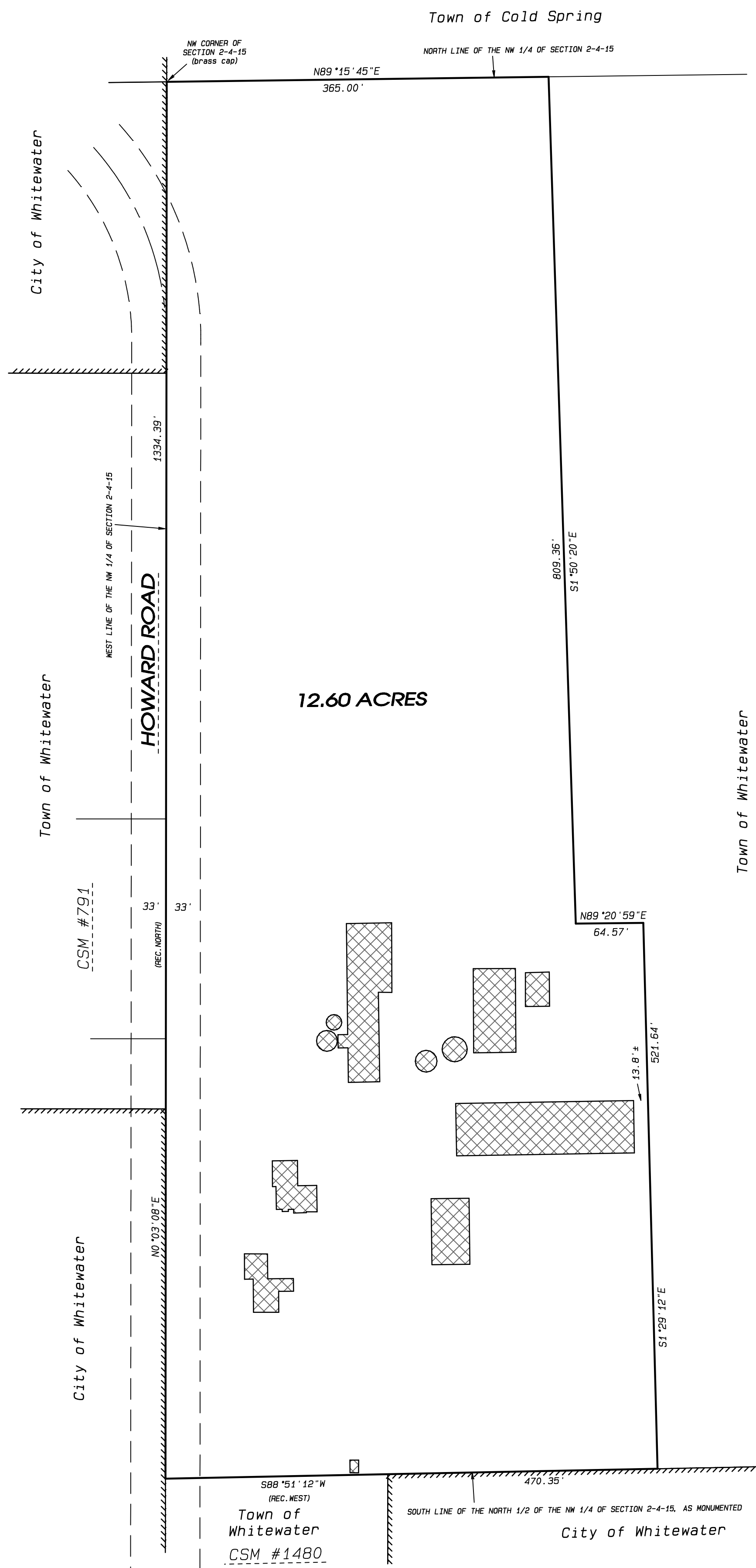
STATE OF WISCONSIN) ss.
COUNTY OF WALWORTH)

Personally came before me this 18 day of April, 2024, the above named

Michael S. Mason & Valerie A. Mason to me known to be the persons who executed the foregoing instrument and acknowledged the same. Stephanie M. Klames



ANNEXATION MAP



LEGEND:

- CITY LIMIT LINE
- BUILDING

NOTE: THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

NOTE: ASSUMED N0°03'08"E ALONG THE WEST LINE OF THE NW 1/4 OF SECTION 2-4-15.



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.
Janesville, WI 53548
www.combsurvey.com

tel: 608 752-0575
fax: 608 752-0534

DATE	04/04/2024
BY	s11
PROJECT NO.	124-029
CLIENT	MASON



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

Web: <http://doa.wi.gov/municipalboundaryreview>

June 20, 2024

PETITION FILE NO. 14676

HEATHER BOEHM, CLERK
CITY OF WHITEWATER
PO BOX 178
WHITEWATER, WI 53190-0178

JORJA BOILEY, CLERK
TOWN OF WHITEWATER
W8590 WILLIS RAY RD
WHITEWATER, WI 53190-3802

Subject: MASON FAMILY TRUST ANNEXATION

The proposed annexation submitted to our office on May 30, 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 City of Whitewater, 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 14676 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=2750>

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

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner