

SCANNED

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
<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: **Gremer LLC**
Phone: **920 543 5403**
Email: **cory@looshomes.com**

RECEIVED
June 5, 2024
Municipal Boundary Review
Wisconsin Dept. of Admin.

Contact Information if different than petitioner:

Representative's Name: **Cory ODonnell**
Phone:
E-mail:

1. Town(s) where property is located: **Watertown**
2. Petitioned City or Village: **City**
3. County where property is located: **Jefferson**
4. Population of the territory to be annexed:
5. Area (in acres) of the territory to be annexed: **20**
6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
032-0815-0741-002

Include these required items with this form:

- 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 [see attached annexation guide]
- 4. 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

\$1150 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: 5-29-2024

Payer: GREMAR LLC

Check Number: 3959

Check Date: 5-22-24

Amount: 1,150⁰⁰

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 \(4\)](#).

**PETITION FOR ANNEXATION OF LANDS
TO THE CITY OF WATERTOWN
DIRECT ANNEXATION BY UNANIMOUS CONSENT**

TO: City of WATERTOWN
TO: Town of WATERTOWN

1. Pursuant to Section 66.0217 of the Wisconsin State Statues, I/we the undersigned, being the sole owner(s) and elector(s) of the land described in Annexation Map attached hereto, petition for Direct Annexation by Unanimous Consent of the land described in said Annexation Map from the Town of Watertown, in Jefferson County, Wisconsin, to the City of Watertown.
2. The population of said land is 2. The number of electors that reside on the lands to be annexed is 2.
3. Said land is contiguous to the City of Watertown and is presently part of the Town of Watertown, in Jefferson County, Wisconsin.
4. Area of lands to be annexed contains 20 acres.
5. Tax Parcel number(s) of lands to be annexed: 032-0815-0741-002

- Attach a copy of a complete legal description of the property.
- Attach a copy of a scale map of the property.
- Attach a copy of the most recent real estate tax bill.

Dated this 20th day of May, 2024

PROPERTY OWNER SIGNATURE(S):

Robert H. Weiland

Manager, RTA B LLC

ELECTOR(S) SIGNATURE:

Kenneth M. Bublitz
KEN BUBLITZ

Debra A. Bublitz
DEB BUBLITZ

ANNEXATION MAP

PART OF THE NORTHEAST 1/4 OF THE
SOUTHEAST 1/4 OF SECTION 8, TOWNSHIP 8
NORTH, RANGE 15 EAST, IN THE TOWN OF
WATERTOWN, JEFFERSON COUNTY, WISCONSIN




LEGAL DESCRIPTION

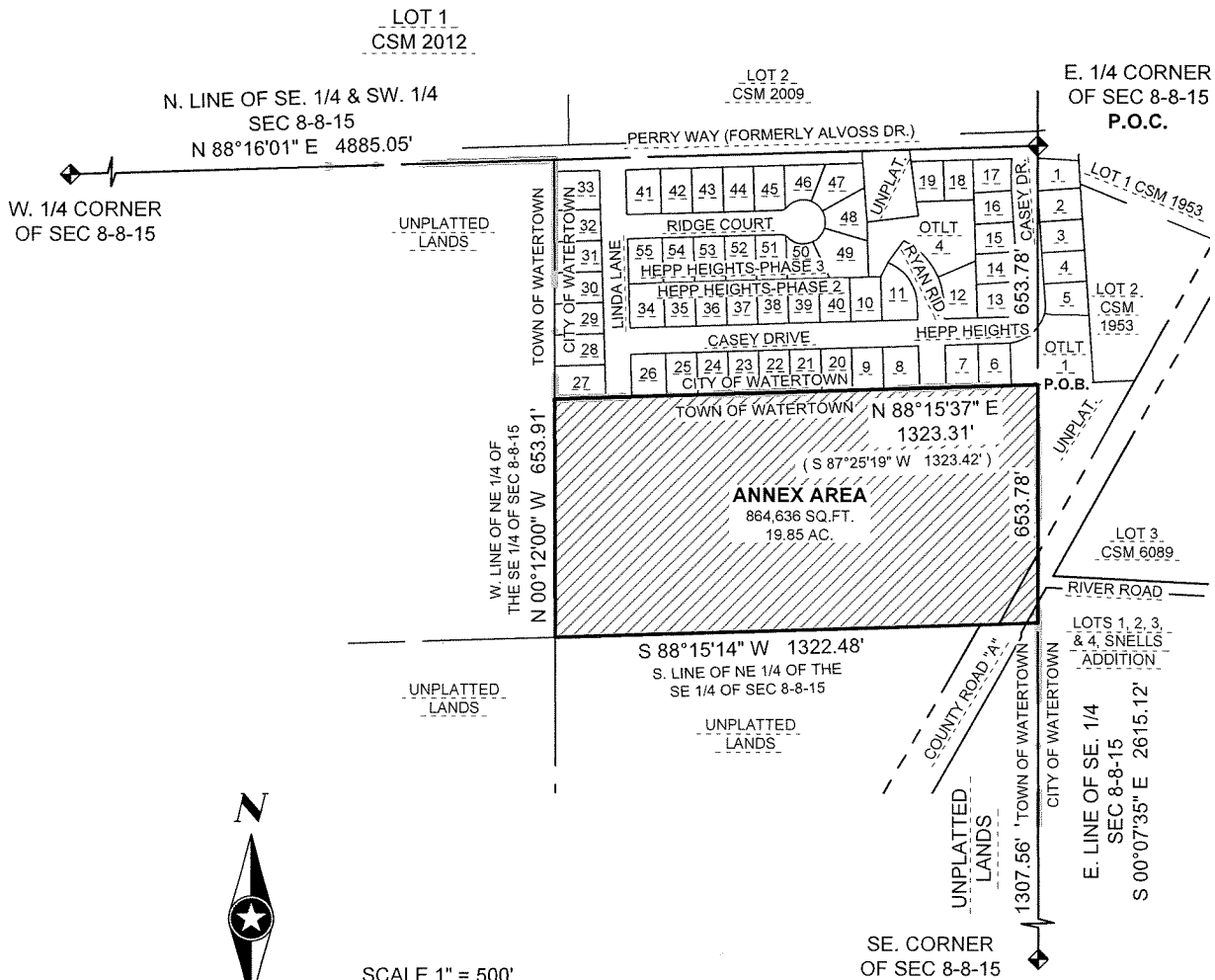
Part of the Northeast 1/4 of the Southeast 1/4 of Section 8, Township 8 North, Range 15 East, in the Town of Watertown, Jefferson County, Wisconsin, more particularly described as follows:

Commencing at the East 1/4 corner of Section 8; thence South 00°07'35" East, along the East line of said Southeast 1/4 a distance of 653.78 feet to the Point of Beginning; thence continuing South 00°07'35" East along said East line a distance of 653.78 feet; thence South 88°15'14" West, along the South line of the Northeast 1/4 of the Southeast 1/4 a distance of 1322.48 feet; thence North 00°12'00" West, along the West line of the Northeast 1/4 of the Southeast 1/4 a distance of 653.91 feet to the Southwest corner of Lot 27 of Hepp Heights Phase 2; thence North 88°15'37" East, along the South line of said Hepp Heights Phase 2 and Hepp Heights, a distance of 1323.31 feet to the Point of Beginning.

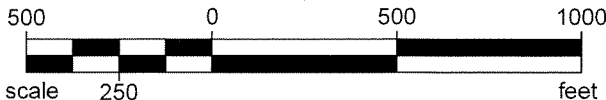
Said lands contain 864,636 square feet, 19.85 acres, more or less.

LEGEND

-  - ALUMINUM SECTION CORNER MONUMENT FOUND
-  - CORPORATE BOUNDARY
- P.O.C. - POINT OF COMMENCEMENT
- P.O.B. - POINT OF BEGINNING
- (XXXX) - PLATTED AS BEARING & DISTANCE
-  - ANNEXATION AREA



SCALE 1" = 500'



1467REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Territory to be annexed: 032-0815-0741-002	From Town of: Watertown	To City/Village of: Watertown
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2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

Location and Position

Y (1) Location description by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county

Y (2) Contiguous with existing village/city boundaries

N (3) Creates an island area in Township (completely surrounded by city)

N (4) Creates an island area in City (completely surrounded by town)

Petition and Map Information

Y (1) Identify owner(s) of annexed land

Y (2) Identify parcel ID numbers included in annexation.

N/A (3) Identify parcel ID numbers being split by annexation

Y (4) North arrow

Y (5) Graphic Scale

Y (6) Streets and Highways shown and identified

Y (7) Legend

Y (8) Total area/acreage of annexation

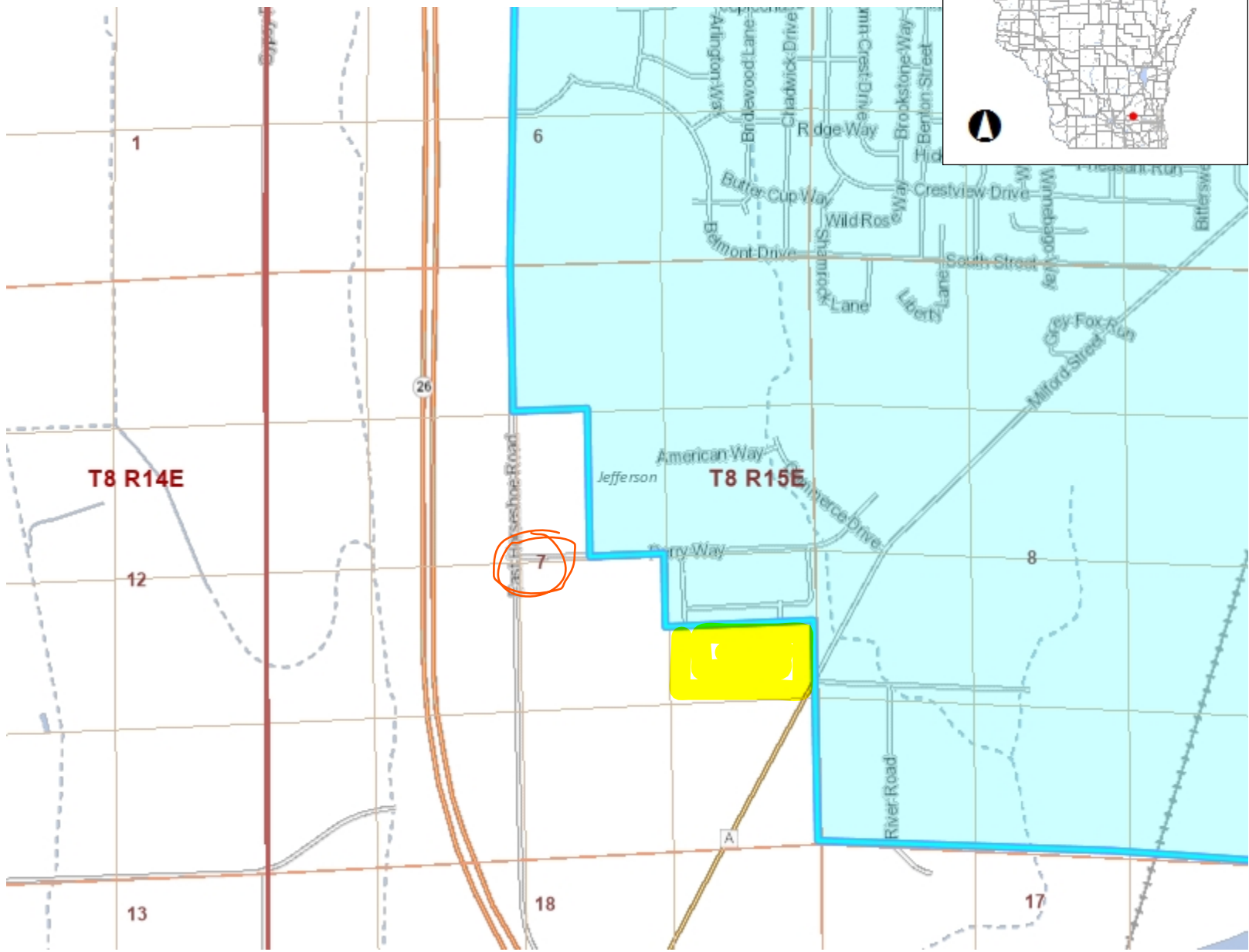
3. Other relevant information and comments: _____

Prepared by: Tracy Saxby
 Title: Real Property Lister
 Phone: 920-674-7254
 Date: June 7, 2024

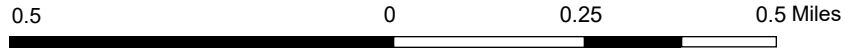
Please **RETURN PROMPTLY** to:
 Municipal Boundary Review
 PO Box 1645
 Madison WI 53701
 (608) 264-6102 **FAX** (608) 264-6104
wimunicipalboundaryreview@wi.gov



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



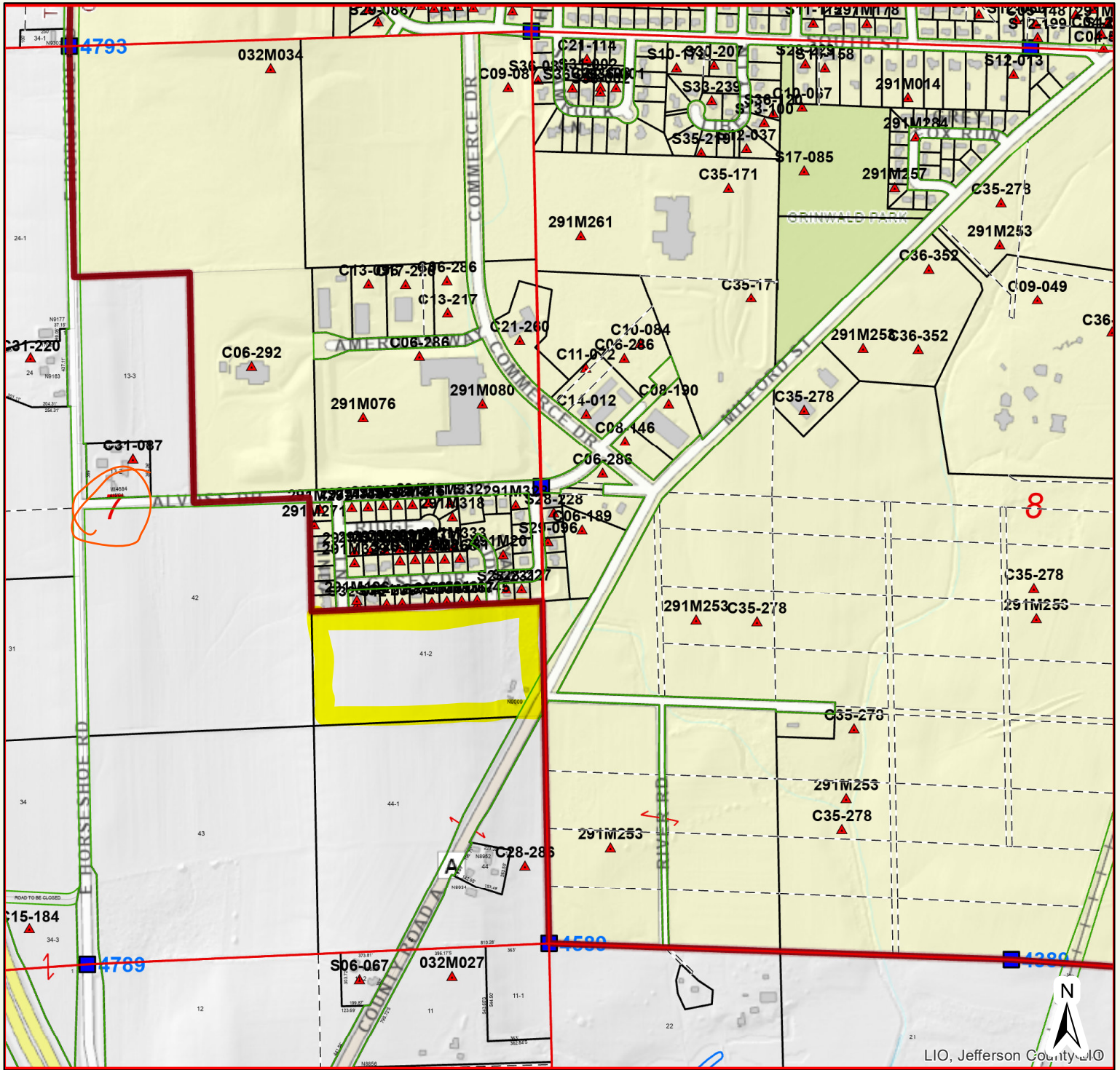
NAD_1983_HARN_Wisconsin_TM













1: 15,840

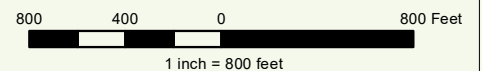
DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No 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

Jefferson County Land Information



- | | | | | | |
|--|----------------------|---|-----------------------------------|--|-----------------------------|
|  | PLSS Sections |  | Old Lot/Meander/Other Carto-Lines |  | Land Surveys |
|  | Municipal Boundaries |  | Rail Right of Ways |  | PLSS Sections |
|  | Right of Ways |  | Surface Water |  | Public Survey System Co IDs |
| Cartographic Lines | | | | | |
|  | Property Boundary |  | Map Hooks |  | Tax Parcel Information |





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 25, 2024

PETITION FILE NO. 14678

MEGAN DUNNEISEN, CLERK
CITY OF WATERTOWN
PO BOX 477
WATERTOWN, WI 53094-0477

JAMES WENDT, CLERK
TOWN OF WATERTOWN
N8302 HIGH ROAD
WATERTOWN, WI 53094-9589

Subject: GREMAR LLC ANNEXATION

The proposed annexation submitted to our office on June 05, 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 Watertown, which is able to provide needed municipal services.

Note: It appears that the territory to be annexed is located in Section 7, Town 8 North, Range 15 East; the map and legal description should be revised accordingly.

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 14678 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=2752>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner