



June 26, 2024

Wisconsin Department of Administration  
Municipal Boundary Review  
PO Box 1645  
Madison, WI 53701

*Re: Request for Annexation Review - Petition*

To Whom it May Concern,

A parcel located at 985 N. Port Washington Road in the Town of Grafton is proposed to be annexed into the Village of Grafton as part of a new commercial development.

The parcel is currently zoned residential with a single-family home but has been vacant for several years. The parcel is unoccupied and is listed for sale.

The parcel is owned by David Grisar – Grisar Holdings LLC. Owner signatures of approval for annexation are listed here.

David Grisar

\_\_\_\_\_  
Property Owner's Signature

Legal description of the parcel under consideration is as follows

**PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19,  
TOWNSHIP 10 NORTH, RANGE 22 EAST, IN THE TOWN OF GRAFTON,  
COUNTY OF OZAUKEE, STATE OF WISCONSIN.**

Included with this application is an existing conditions survey of the parcel. When the parcel was surveyed a deed gap was identified. Due to this gap the survey shows three parcels which are in fact one tax key. When the parcel is annexed into the Village of Grafton a CSM will be prepared to eliminate the gap and create one parcel.



Please let me know if you have any questions or need additional information relating to the review and approval of this Annexation Petition.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Hertzfeldt'. The signature is written in a cursive style and is enclosed within a hand-drawn oval.

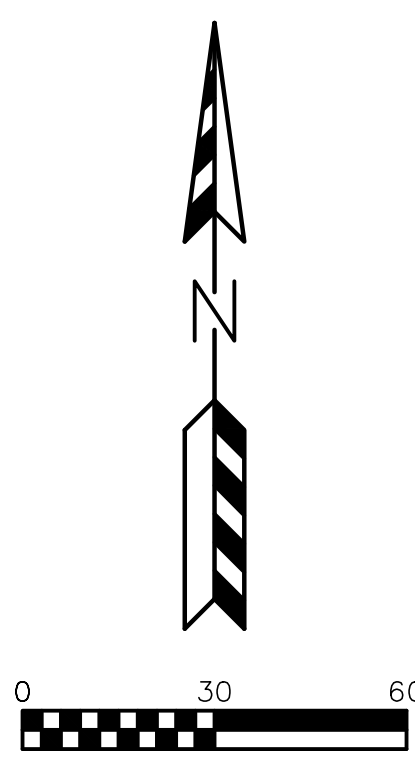
Mark Hertzfeldt  
Architect  
Design 2 Construct

**LEGAL DESCRIPTION**

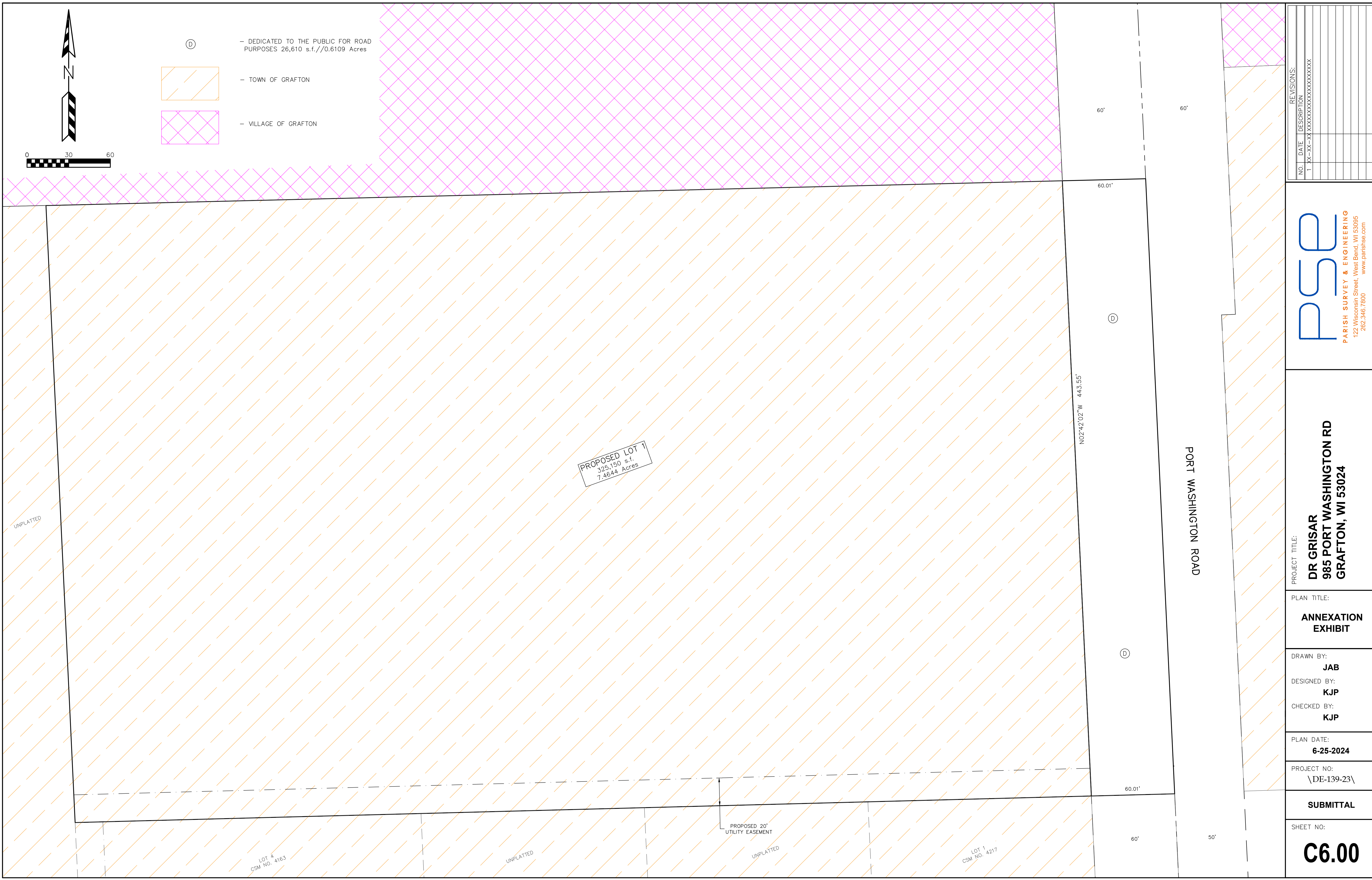
THAT PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19, TOWNSHIP 10 NORTH, RANGE 22 EAST, IN THE TOWN OF GRAFTON, COUNTY OF OZAUKEE, STATE OF WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE SOUTHEAST 1/4 OF SAID SECTION 19;  
THENCE NORTH  $2^{\circ}42'02''$  WEST, 880.00 FEET, ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 19 TO THE POINT OF BEGINNING OF THIS DESCRIPTION;  
THENCE CONTINUE NORTH  $2^{\circ}24'02''$  WEST, 443.45 FEET, ALONG SAID EAST LINE;  
THENCE SOUTH  $88^{\circ}36'05''$  WEST, 792.20 FEET, ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SAID SOUTHEAST 1/4;  
THENCE SOUTH  $2^{\circ}24'02''$  EAST, 444.84 FEET, ALONG A LINE 792.00 FEET WEST OF AND PARALLEL WITH SAID EAST LINE;  
THENCE NORTH  $88^{\circ}30'03''$  EAST, 792.17, ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP 4163, RECORDED AS DOCUMENT NO. 1128711, AND THE EASTERLY EXTENSION THEREOF AND ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP 4217, RECORDED AS DOCUMENT NO. 1145980, AND THE EASTERLY EXTENSION THEREOF, TO THE POINT OF BEGINNING.

CONTAINING 351,760 SQUARE FEET // 8.0753 ACRES, MORE OR LESS.



- Ⓧ - DEDICATED TO THE PUBLIC FOR ROAD PURPOSES 26,610 s.f./0.6109 Acres
- ▨ - TOWN OF GRAFTON
- ▨ - VILLAGE OF GRAFTON



REVISIONS:	
NO.	DATE DESCRIPTION
1	XX-XX-XX XXXXXXXXXXXXXXXXXXXX

**PSE**  
 PARISH SURVEY & ENGINEERING  
 122 Wisconsin Street, West Bend, WI 53095  
 262.346.7800 www.parishse.com

PROJECT TITLE:  
**DR GRISAR  
 985 PORT WASHINGTON RD  
 GRAFTON, WI 53024**

PLAN TITLE:  
**ANNEXATION  
 EXHIBIT**

DRAWN BY:  
**JAB**  
 DESIGNED BY:  
**KJP**  
 CHECKED BY:  
**KJP**

PLAN DATE:  
**6-25-2024**

PROJECT NO:  
 \DE-139-23\

**SUBMITTAL**

SHEET NO:  
**C6.00**

# 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: **Grisar Holdings LLC**

Petition Number: **14682**

1. Territory to be annexed: From **TOWN OF GRAFTON** To **VILLAGE OF GRAFTON**

2. Area (Acres): 7.89

3. Pick one:  Property Tax Payments

OR  Boundary Agreement

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

\$ 540.20

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$2,701.00

c. Participating jurisdictions \_\_\_\_\_

d. Statutory authority (pick one)

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

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

Residential: \_\_\_\_\_% 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?

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

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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.                      \_\_\_\_\_                      \_\_\_\_\_

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

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: \_\_\_\_\_

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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? B-1 \_\_\_\_\_

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

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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>

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

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Prepared by:    Town    City    Village

Name: Sara Jacoby

Email: [sjacoby@townofgriftonwi.gov](mailto:sjacoby@townofgriftonwi.gov)

Phone: 262.377.8500

Date: 7/2/2024

(March 2018)

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Please **RETURN PROMPTLY** to:

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

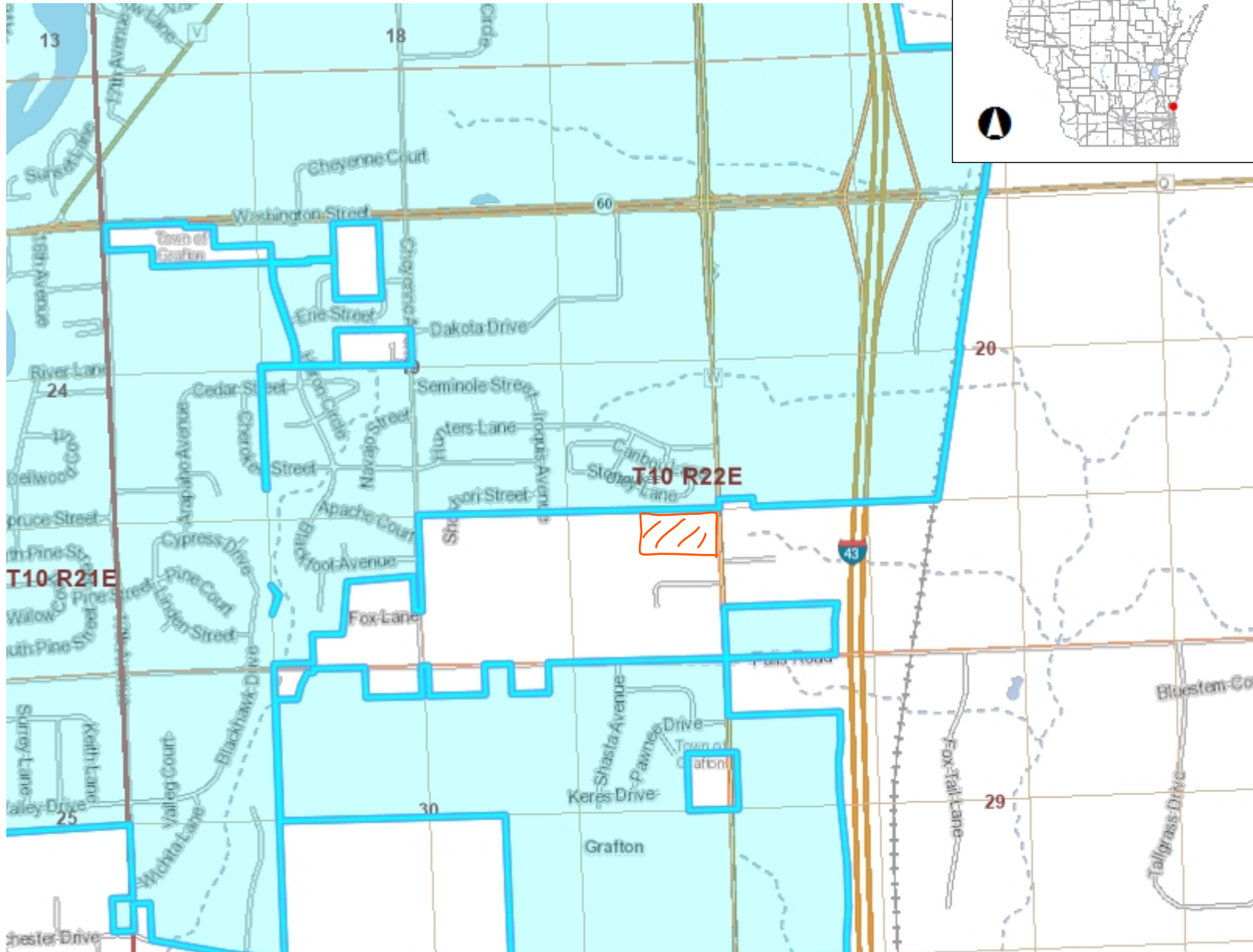
Municipal Boundary Review

PO Box 1645, Madison WI 53701

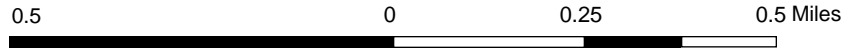
Fax: (608) 264-6104



# 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: 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









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>

July 16, 2024

PETITION FILE NO. 14682

KAITY OLSEN, CLERK  
VILLAGE OF GRAFTON  
860 BADGER CIR  
GRAFTON, WI 53024-9436

SARA JACOBY, CLERK  
TOWN OF GRAFTON  
PO BOX 143  
GRAFTON, WI 53024-0143

Subject: GRISAR HOLDINGS LLC ANNEXATION

The proposed annexation submitted to our office on June 27, 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 Grafton, which is able to provide needed municipal services.

Notes: The legal description of the territory to be annexed shows (2) different bearings for the east line of the SE 1/4 of Section 19; please revise as needed. The scale map should clearly identify the territory to be annexed; the particulars (section line tie, boundary bearings/distances, etc.) of the legal description should be shown on the map.

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 14682 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=2756>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner