

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: **Dean Frase**

Phone: **715-835-0554**

Email: **dfsnoman39@gmail.com**

RECEIVED

July 5, 2024

Municipal Boundary Review
Wisconsin Dept. of Admin.

Contact Information if different than petitioner:

Representative's Name: **Mark A. Erickson, Everyday Surveying & Engineering, LLC**

Phone: **715-831-0654**

E-mail: **mark@esellc.co**

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

2. Petitioned City or Village: **Eau Claire**

3. County where property is located: **Eau Claire**

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

5. Area (in acres) of the territory to be annexed: **18.40**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
18024-2-260904-130-0002

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: 7-5-24

Payer: Every day Engineering + Surveying

Check Number: 004076

Check Date: 6-14-24

Amount: \$1150

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).

EVERYDAY SURVEYING & ENGINEERING

LETTER OF TRANSMITTAL

to:
 Ms. Kristina Kuzman
 City Clerk
 203 S. Farwell Street
 Eau Claire, WI 54702

Annexation Request for Dean Frase

from:
 Sender: Mark A. Erickson

Date: June 14, 2024

OFFICE OF THE CITY CLERK
 City of Eau Claire, Wisconsin
 Received in the Office
 June 20, 2024
 4:10 PM
Kristina M Kuzman

information:

document:	submitted:	via:
<input checked="" type="checkbox"/> letter	<input type="checkbox"/> at your request	<input type="checkbox"/> mail
<input checked="" type="checkbox"/> report	<input type="checkbox"/> for your information / use	<input type="checkbox"/> express mail
<input checked="" type="checkbox"/> drawing / plan	<input checked="" type="checkbox"/> for your review / comment	<input checked="" type="checkbox"/> drop off
<input type="checkbox"/> specifications	<input type="checkbox"/> for your action	<input type="checkbox"/> pickup
<input type="checkbox"/> other		
<input type="checkbox"/> contracts		
<input type="checkbox"/> pay request		
<input type="checkbox"/> change order		
<input type="checkbox"/> invoice		
<input checked="" type="checkbox"/> for your approval / signature		

Please note:
 revisions additions deletions other

Items attached:

description:	revision:	date:	copies:
Annexation Request Form - D Frase		06-14-24	1
Petition for Annexation - D Frase		06-14-24	1
Annexation Map - D Frase		06-14-24	1
Annexation Boundary Legal Description - D Frase		06-14-24	1
Annexation Parcel Map Numbers - D Frase		06-14-24	1
Annexation Narrative - D Frase		06-14-24	1
DOA Fee Check for Annexation - \$1,150		06-14-24	1

comments:

This transmittal is for a "Request for Annexation Review." Please email me at: mark@esellc.co if you have any questions regarding the attached document, or if you need any additional information.

Petition for Direct Annexation by Unanimous Approval Pursuant to
Section 66.0217(2), Wisconsin Statutes

I, the undersigned, constituting the sole owner of the real property in which no electors reside in the following described territory of the Town of Washington, Eau Claire County, Wisconsin, lying contiguous to the City of Eau Claire, Eau Claire County, Wisconsin, petition the City Council of said City of Eau Claire to annex the territory described below and shown upon the attached map, as permitted by Wis. Stat. § 66.0217(2), to the City of Eau Claire, Eau Claire County, Wisconsin.

PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 4,
TOWNSHIP 26 NORTH, RANGE 9 WEST, TOWN OF WASHINGTON, EAU CLAIRE
COUNTY, WISCONSIN.

Commencing at the East Quarter Corner of said Section 4;
Thence S88°42'51"W, 1294.31 feet along the East-West Quarter Line of said Section 4 to the westerly line of Certified Survey Map Number 3570, recorded in Volume 20 of Certified Survey Maps, on Page 141, as Document Number 1191808 and the Point of Beginning;
Thence continuing S88°42'51"W, 1294.31 feet along said East-West Quarter Line to the Center Quarter Corner of said Section 4;
Thence N01°22'52"E, 625.22 feet along the West line of said Southwest Quarter of the Northeast Quarter to the Southerly right-of-way line of Interstate Highway "94";
Thence N89°35'38"E, 865.00 feet along said right-of-way line;
Thence N87°18'12"E, 436.24 feet along said right-of-way line to the Northwest corner of Lot 3 of said Certified Survey Map;
Thence S02°00'28"W, 623.03 feet along said Certified Survey Map and to the point of beginning.

Said parcel contains 801,292 square feet or 18.40 total acres, more or less.

There are no persons residing in the territory.

The purpose of this annexation is to facilitate future residential development of the abovedescribed territory.

I, the undersigned, elect that this annexation shall take effect to the fullest extent permitted by law.

Dated this 16/24 day of June, 2024.

Dean Frase

Dean Frase
7155 U.S. Hwy 53
Eau Claire, WI 54701

Beacon™ Eau Claire County, WI



Date created: 6/20/2024
Last Data Uploaded: 6/20/2024 12:44:56 AM
Developed by
Schneider
GEOSPATIAL

Annexation Parcel Description

PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 4,
TOWNSHIP 26 NORTH, RANGE 9 WEST, TOWN OF WASHINGTON, EAU CLAIRE COUNTY,
WISCONSIN.

Commencing at the East Quarter Corner of said Section 4;

Thence S88°42'51"W, 1294.31 feet along the East-West Quarter Line of said Section 4 to the westerly line of Certified Survey Map Number 3570, recorded in Volume 20 of Certified Survey Maps, on Page 141, as Document Number 1191808 and the Point of Beginning;

Thence continuing S88°42'51"W, 1294.31 feet along said East-West Quarter Line to the Center Quarter Corner of said Section 4;

Thence N01°22'52"E, 625.22 feet along the West line of said Southwest Quarter of the Northeast Quarter to the Southerly right-of-way line of Interstate Highway "94";

Thence N89°35'38"E, 865.00 feet along said right-of-way line;

Thence N87°18'12"E, 436.24 feet along said right-of-way line to the Northwest corner of Lot 3 of said Certified Survey Map;

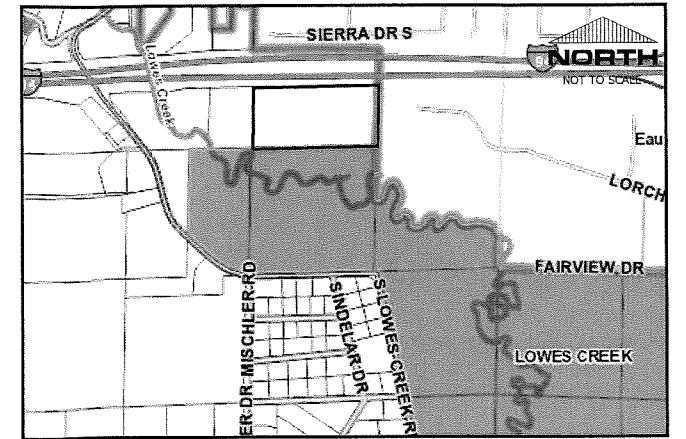
Thence S02°00'28"W, 623.03 feet along said Certified Survey Map and to the point of beginning.

Said parcel contains 801,292 square feet or 18.40 total acres, more or less.

ANNEXATION MAP

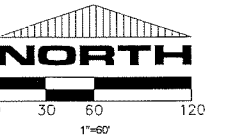
PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 4, TOWNSHIP 26 NORTH, RANGE 9 WEST, TOWN OF WASHINGTON, EAU CLAIRE COUNTY, WISCONSIN.

VICINITY MAP



BEARINGS ARE REFERENCED TO THE EAST - WEST QUARTER LINE OF SECTION 4 ASSUMED TO BEAR S88°42'51"W.

LEGEND
 PUBLIC LAND SURVEY MONUMENT
 POINT OF BEGINNING



CSM 3570
 V. 20 P. 141

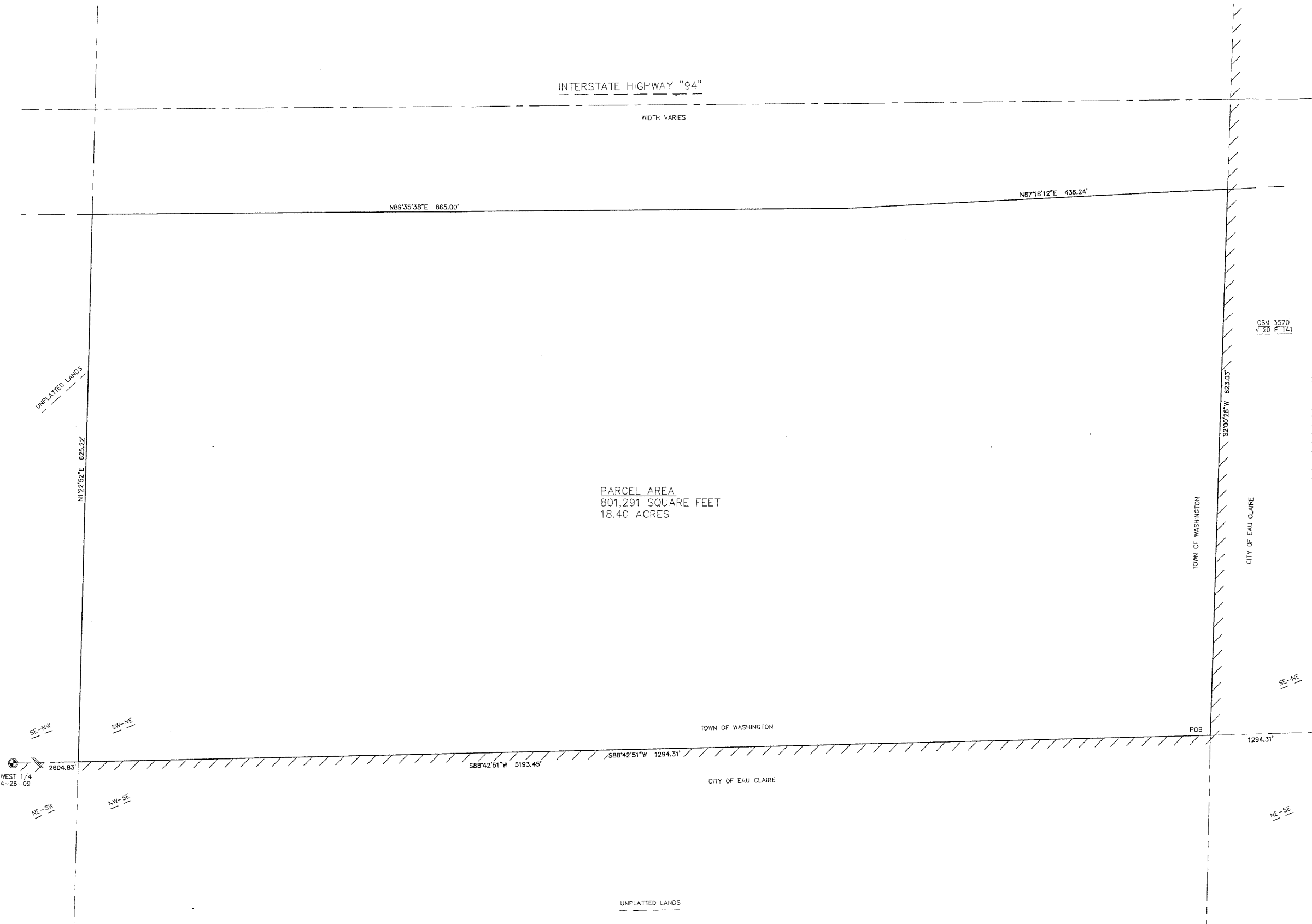
PARCEL DESCRIPTION

PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 4, TOWNSHIP 26 NORTH, RANGE 9 WEST, TOWN OF WASHINGTON, EAU CLAIRE COUNTY, WISCONSIN

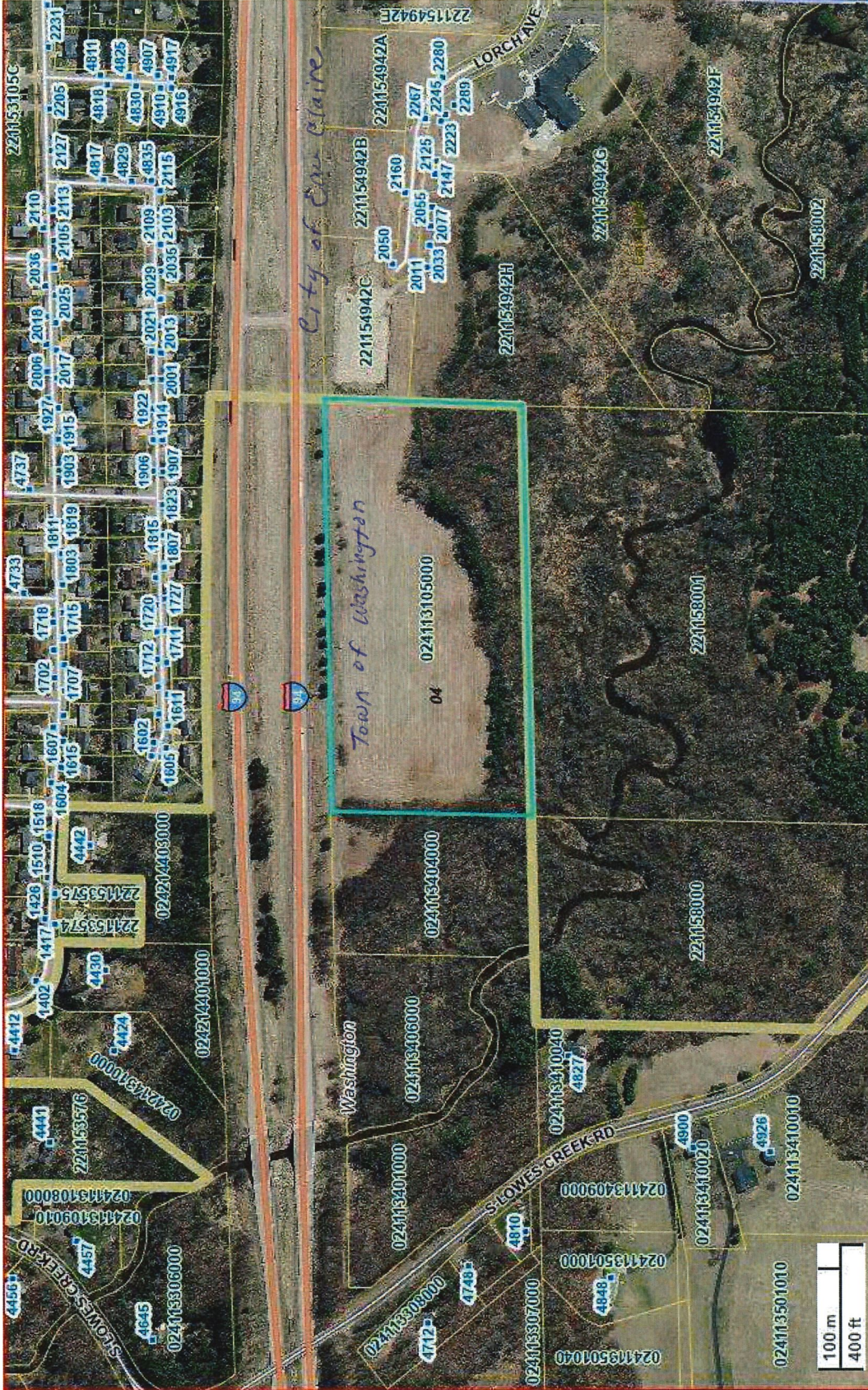
Commencing at the East Quarter Corner of said Section 4;
 Thence S88°42'51"W, 1294.31 feet along the East-West Quarter Line of said Section 4 to the westerly line of Certified Survey Map Number 3570, recorded in Volume 20 of Certified Survey Maps, on Page 141, as Document Number 1191808 and the Point of Beginning;
 Thence continuing S88°42'51"W, 1294.31 feet along said East-West Quarter Line to the Center Quarter Corner of said Section 4;
 Thence N01°22'52"E, 625.22 feet along the West line of said Southwest Quarter of the Northeast Quarter to the Southerly right-of-way line of Interstate Highway "94";
 Thence N89°55'38"E, 865.00 feet along said right-of-way line;
 Thence N87°18'12"E, 436.24 feet along said right-of-way line to the Northwest corner of Lot 3 of said Certified Survey Map;
 Thence S02°00'28"W, 623.05 feet along said Certified Survey Map and to the point of beginning.

Said parcel contains 801,292 square feet or 18.40 total acres, more or less.

PARCEL AREA
 801,291 SQUARE FEET
 18.40 ACRES



EVERYDAY SURVEYING & ENGINEERING
 1818 BRACKETT AVENUE • EAU CLAIRE, WI 54701
 PH: (715) 831-0654 • EMAIL: INFO@ESELLC.CO



- Addresses
- Address Labels
- Parcels
- Parcel Numbers
- SSA_Boundary
- Towns
- Surrounding Counties
- Eau Claire
- Surrounding
- Sections
- Townships
- Interstate
- US Highway
- State Highway
- Ramp
- Major Arterial
- Minor Arterial
- Collector
- Local
- Private Drive
- Recreation
- Service
- Other

ANNEXATION PETITION NARRATIVE

Lands currently within the Town of Washington, Eau Claire County, Wisconsin.

Purpose:

The petitioners desire to annex 1 parcel of their ownership to the City of Eau Claire to allow a future residential development to have sanitary sewer and water main services when the City makes the services available.

This will be direct annexation by unanimous approval.

The total area of the 1 parcel of land requesting to be annexed is 18.40 acres and currently has zero (0) residents. Eau Claire County has a total population of 105,710 as of 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: **Frase**

Petition Number: **14684**

1. Territory to be annexed: From **TOWN OF WASHINGTON** To **CITY OF EAU CLAIRE**

2. Area (Acres): 18.40

3. Pick one: Property Tax Payments

OR Boundary Agreement

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

\$ _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

c. Paid by: Petitioner City Village

Other: _____

a. Title of boundary agreement _____

b. Year adopted _____

c. Participating jurisdictions _____

d. Statutory authority (pick one)

s.66.0307 s.66.0225 s.66.0301

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: 100 % Recreational: _____% Commercial: _____% Industrial: _____%

Other: _____%

Comments: COMPREHENSIVE PLAN SHOWS MULTI-FAMILY

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?

MULTI-FAMILY RESIDENTIAL, COUNTY PARK

In the town?: I-94

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

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: _____

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? A-2

c. How will the land be zoned and used if annexed? MIXTURE OF HOUSING
R-3 (LOW-RISE MULTIPLE-FAMILY)

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 or see their annexation checklist here: <http://elections.wi.gov/forms/el-100>

ASSESSMENT
15TH WARD - 2ND ALDERMANIC DISTRICT - VOTING WARD 28

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

SEE ATTACHMENT

Prepared by: Town City Village

Name: NED NOEL, PLANNING MANAGER

Email: ned.noel@eauclairewi.gov

Phone: 715-839-4914

Date: 7/12/2024

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)

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

This annexation is contiguous to the City of Eau Claire and a logical extension of compact development fronting along Interstate I-94. The location is immediately adjacent to multi-family development in the City. Extension of City water and sewer are available and planned to continue west. Future Lorch Avenue right-of-way and bike path extensions to the west have been reserved on recorded certificate of survey maps. The City is able to serve this site with City services very effectively, and therefore the private property owner's annexation desire for urban development is a sound request. The property is within the City's urban Sewer Service Area boundary.

The Department advisory review is based upon the statutory definition of "public interest". s. 66.0217 (6), Wis. Stats. That definition includes two factors: 1. "Whether the governmental services, including zoning, to be supplied to the territory could clearly be better supplied by the town..." and 2. The "shape of the proposed annexation and homogeneity of the territory with the annexing... city". s. 66.0217 (6)(c), Wis. Stats.

In this case the town offers limited local governmental services, no law enforcement, no proximate park, trail, sidewalk network, or comparable pedestrian system, and no public water or sanitary sewer services. The property is immediately adjoining the City which offers all of these municipal services along with a full time professional fire and paramedic service. Zoning and anticipated use of this private property unanimously petitioned by owner to exercise property rights within the City of Eau Claire is consistent with the City's Comprehensive Plan, a joint planning agreement entered into by the City and Town that "anticipates" land within the Sewer Service Area to annex and obtain City municipal services, and it is likely to provide the diverse, inclusive housing and job growth needed in the Eau Claire community and in our state.

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: **Frase** Petition Number: **14684**

1. Territory to be annexed: From **TOWN OF WASHINGTON** To **CITY OF EAU CLAIRE**

2. Area (Acres): 17.71

3. Pick one: Property Tax Payments **OR** Boundary Agreement

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

\$ 16.81

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 84,05

c. Paid by: Petitioner City Village

Other: _____

a. Title of boundary agreement _____

b. Year adopted _____

c. Participating jurisdictions _____

d. Statutory authority (pick one)

s.66.0307 s.66.0225 s.66.0301

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: _____%

Comments: Unknown

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?

Residential, County Park

In the town?: Forest Land, County Park

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
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: _____

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? Agricultural

c. How will the land be zoned and used if annexed? City Zoning

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 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:

This annexation will facilitate a utility extension for the Orchard Hills development. (Annexation Petition Number 14570 in 2023).

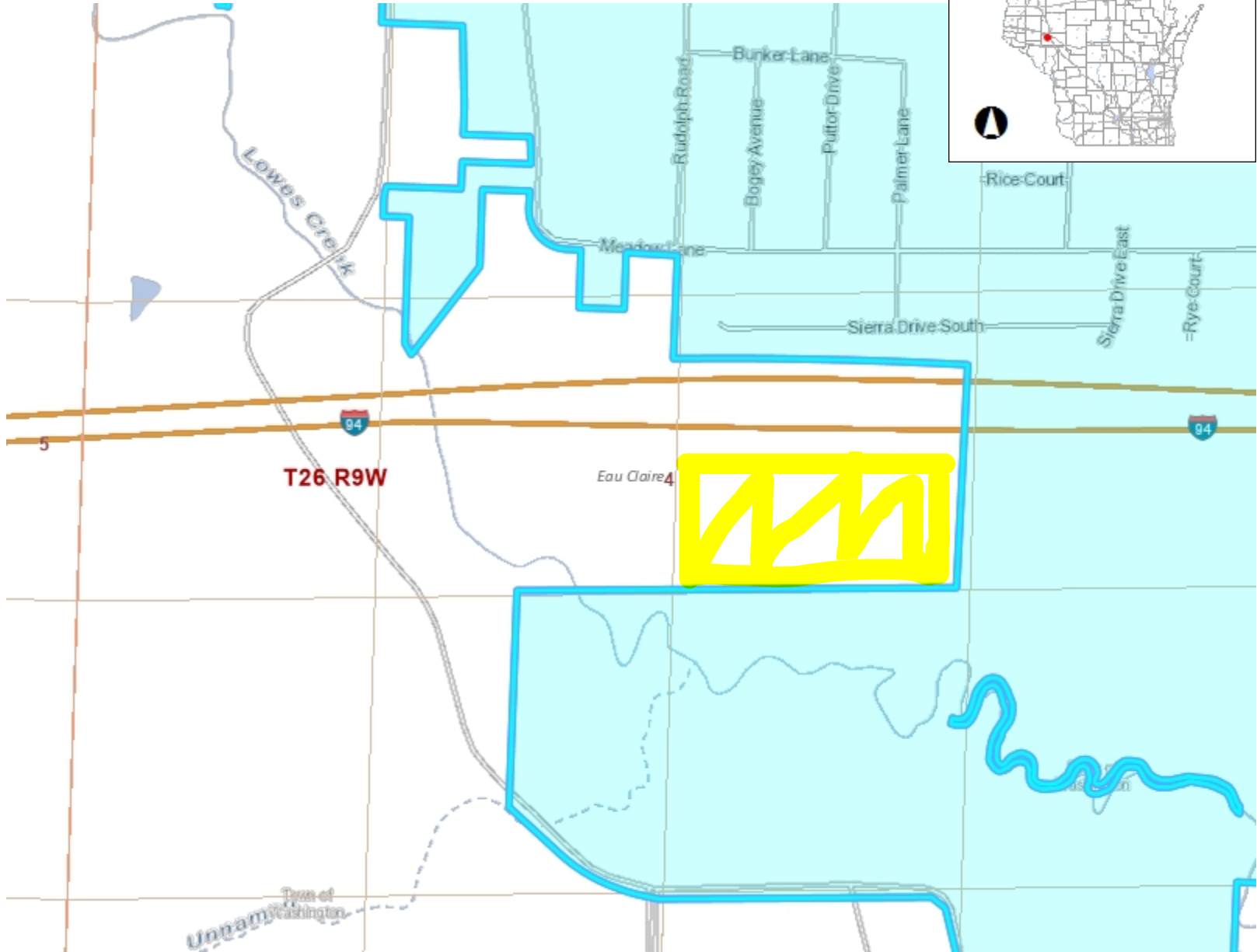
Prepared by: Town City Village

Name: Aleta Kauffman
Email: Kauffman@townofwashington.wi.gov
Phone: 715-834-3257
Date: 7/8/2024

Please **RETURN PROMPTLY** to:
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: 7,920

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

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

July 25, 2024

PETITION FILE NO. 14684

KRISTINA KUZMA, CLERK
CITY OF EAU CLAIRE
PO BOX 5148
EAU CLAIRE, WI 54702-5148

JANELLE HENNING, CLERK
TOWN OF WASHINGTON
5750 OLD TOWN HALL ROAD
EAU CLAIRE, WI 54701-8948

Subject: FRASE ANNEXATION

The proposed annexation submitted to our office on July 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 Eau Claire, 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 14684 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=2758>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner