

# 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](mailto:wimunicipalboundaryreview@wi.gov)  
<http://doa.wi.gov/municipalboundaryreview>

## Petitioner Information

Office use only:

**RECEIVED**

August 19, 2024

Municipal Boundary Review  
Wisconsin Dept. of Admin.

Name: **KYLE AND LAURA VINEY**

Address: **884 SHAUL LN**

**DEERFIELD, WI 53531**

Email: **LAURA.VINEY@SUMMITCREDITUNION.COM**

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

2. Petitioned City or Village: **VILLAGE OF DEERFIELD**

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

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

5. Area (in acres) of the territory to be annexed: **33.57-ACRES**

6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **0712-331-9650-7**

Petitioners phone:

**608 438 3066**

Town clerk's phone:

**920 240 6700**

City/Village clerk's phone:

**608 764 5404**

## 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]

received 08/19/24

SCANNED

08/21/24

# 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: 08/19/24

Payee: Department of Administration

Payer: Combs & Associates, Inc.

Check Number: 6188

Check Date: 8/12/24

Amount: \$800

RECEIVED 08/19/24

SCANNED

08/21/24

## ANNEXATION SUBMITTAL GUIDE

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08/21/24

### 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.]*



- Land Surveying
- Land Planning
- Civil Engineering

RELIEVED 08/19/24

SCANNED  
08/21/24

July 16, 2024

Town of Deerfield  
Bob Riege – Town Clerk  
838 London Road  
Deerfield, WI 53531

RE: Annexation Request Kyle and Laura Viney

Dear Bob,

Please accept a copy of the Request for Annexation Review document for property located at 884 Shaul Lane as currently located in the Town of Deerfield for your records per s.66.0217. Copies have also been sent to the Wisconsin Department of Administration and the Village of Deerfield.

If you have any questions, please do not hesitate to contact me.

Combs & Associates, Inc

Jeff Garde, PLS

RECEIVED

August 28, 2024

Municipal Boundary Review  
Wisconsin Dept. of Admin.

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

This petition is made for the purpose of annexing by unanimous approval to the Village of Deerfield, Dane County, Wisconsin, by detaching from Town of Deerfield, Dane County, Wisconsin, the following described territory:

**PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 33, T.7N., R.12E. OF THE 4TH P.M., TOWN OF DEERFIELD, DANE COUNTY, WISCONSIN. DESCRIBED AS FOLLOWS: BEGINNING AT THE EAST 1/4 CORNER OF SAID SECTION; THENCE S87°35'07"W ALONG THE EAST-WEST CENTERLINE OF SAID SECTION, 965.59 FEET TO THE NE LINE OF SHAUL LANE; THENCE NORTHWESTERLY ALONG SAID NE LINE, ALONG A CURVE TO THE LEFT, 165.34 FEET, HAVING A RADIUS OF 259.00 FEET AND A CHORD BEARING N61°57'12"W 162.55 FEET; THENCE N80°16'54"W CONTINUING ALONG SAID NE LINE, 126.72 FEET TO THE EAST LINE OF STATE HWY 73; THENCE ALONG SAID EAST LINE, ALONG THE FOLLOWING COURSES: N1°47'38"W 366.21 FEET; THENCE S89°29'33"E 15.02 FEET; THENCE N1°47'30"W 65.37 FEET; THENCE N89°32'20"W 15.16 FEET; THENCE N1°40'16"W 85.28 FEET; THENCE N89°26'54"W 14.85 FEET; THENCE N0°20'41"E 201.66 FEET; THENCE N4°13'18"W 365.84 FEET TO THE SOUTH LINE OF CERTIFIED SURVEY MAP NO.15841; THENCE N87°36'57"E ALONG SAID SOUTH LINE AND ITS EASTERLY EXTENSION, 1263.32 FEET TO THE EAST LINE OF THE NE 1/4 OF SAID SECTION; THENCE S1°19'29"E ALONG SAID EAST LINE, 1193.26 FEET TO THE PLACE OF BEGINNING. CONTAINING 33.57 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 Village Board of the Village of Deerfield, Dane County, Wisconsin, to accept the above-described property and to annex it to the Village of Deerfield. The area described above has four (4) residents.

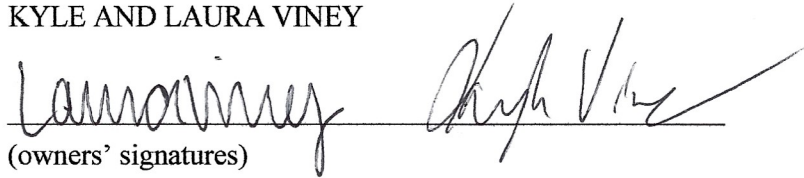
It is respectfully requested that the Village Board accept this annexation by ordinance and as otherwise may be required by state statute promptly after receipt of this petition.

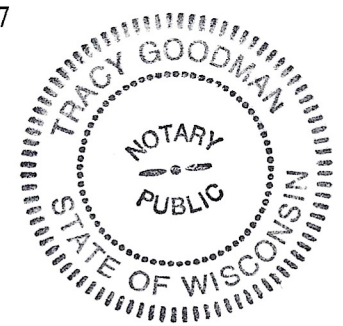
Property Owners

KYLE AND LAURA VINEY

Parcel Number

0712-331-9650-7

  
(owners' signatures)



STATE OF WISCONSIN ) ss.  
COUNTY OF DANE )

Personally came before me this 25<sup>th</sup> day of July, 2024, the above named

Kyle and Laura Viney to me known to be the persons who executed the foregoing

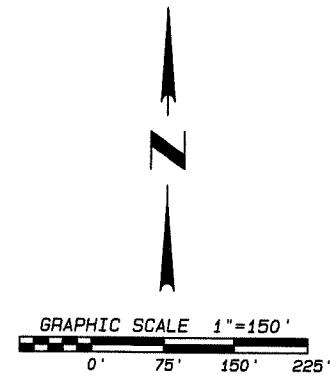
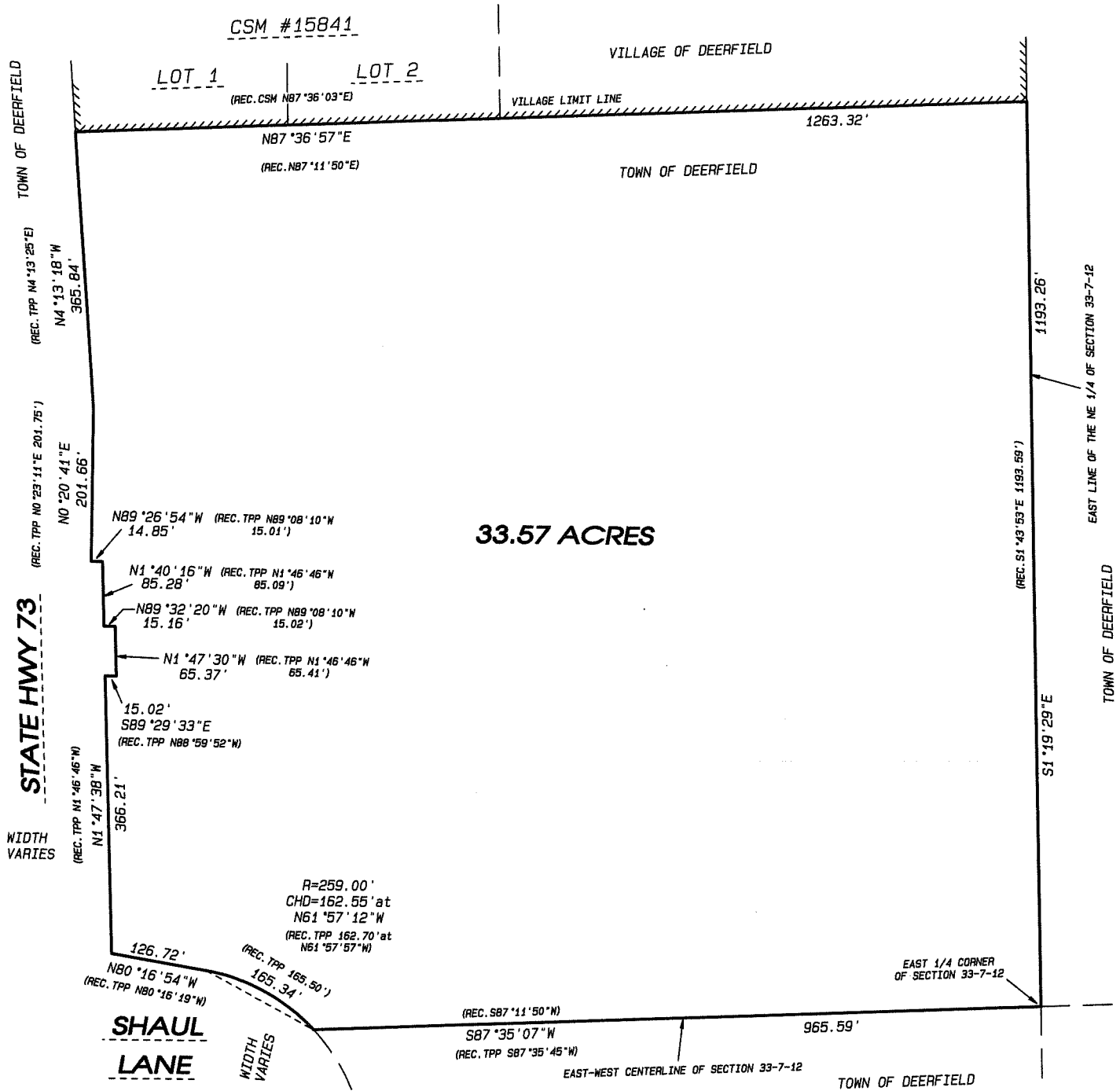
instrument and acknowledged the same. Tracy Goodman

Notary Public, State of WISCONSIN  
My Commission expires October 9, 2024

SCANNED

# ANNEXATION MAP

PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 33, T. 7N. R. 12E.  
OF THE 4TH P.M., TOWN OF DEERFIELD, DANE COUNTY, WISCONSIN.



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

NOTE: THE BASIS OF BEARINGS IS ASSUMED.

DATE: 7/22/2024

Project No. 124 - 209 For: VINEY

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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

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



Town of Deerfield

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://dea.wi.gov/municipalboundaryreview

Petitioner: Viney Petition Number: 14694

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

2. Area (Acres): 33.57

3. Pick one: [X] Property Tax Payments OR [ ] Boundary Agreement
a. Annual town property tax on territory to be annexed: \$ 6577.00
b. Total that will be paid to Town (annual tax multiplied by 5 years): 32,855.00
c. Paid by: [ ] Petitioner [ ] City [X] 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: Total: 4

5. Approximate present land use of territory:
Residential: App 10% Recreational: % Commercial: % Industrial: %
Undeveloped: 90% 1 home, woods, agricultural

6. If territory is undeveloped, what is the anticipated use?
Residential: % Recreational: % Commercial: % Industrial: %
Other: %
Comments: unknown to town

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?
Commercial, agricultural
In the town?: ag

9. What are the basic service needs that precipitated the request for annexation?
[ ] Sanitary sewer [ ] Water supply [ ] Storm sewers
[ ] Police/Fire protection [ ] EMS [X] 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. \_\_\_\_\_

Never

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

Never

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

NOT ON TOWN'S PART

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? Residential & Ag

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

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:

Town will not allow commercial access lots off Shaul Lane

Prepared by:  Town  City  Village Deerfield

Name: Bob Riege

Email: Townofdeerfield@yahoo.com

Phone: 920-240-6700

Date: 9-18-2024

Please RETURN PROMPTLY to:  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Municipal Boundary Review  
PO Box 1645, Madison WI 53701  
Fax: (608) 264-6104



**REAL PROPERTY LISTERS ANNEXATION REVIEW**

1. Territory to be annexed: Viney	From Town of: Deerfield	To City/Village of: Deerfield
--------------------------------------	----------------------------	----------------------------------

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.

NA (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

N (7) Legend

Y (8) Total area/acreage of annexation

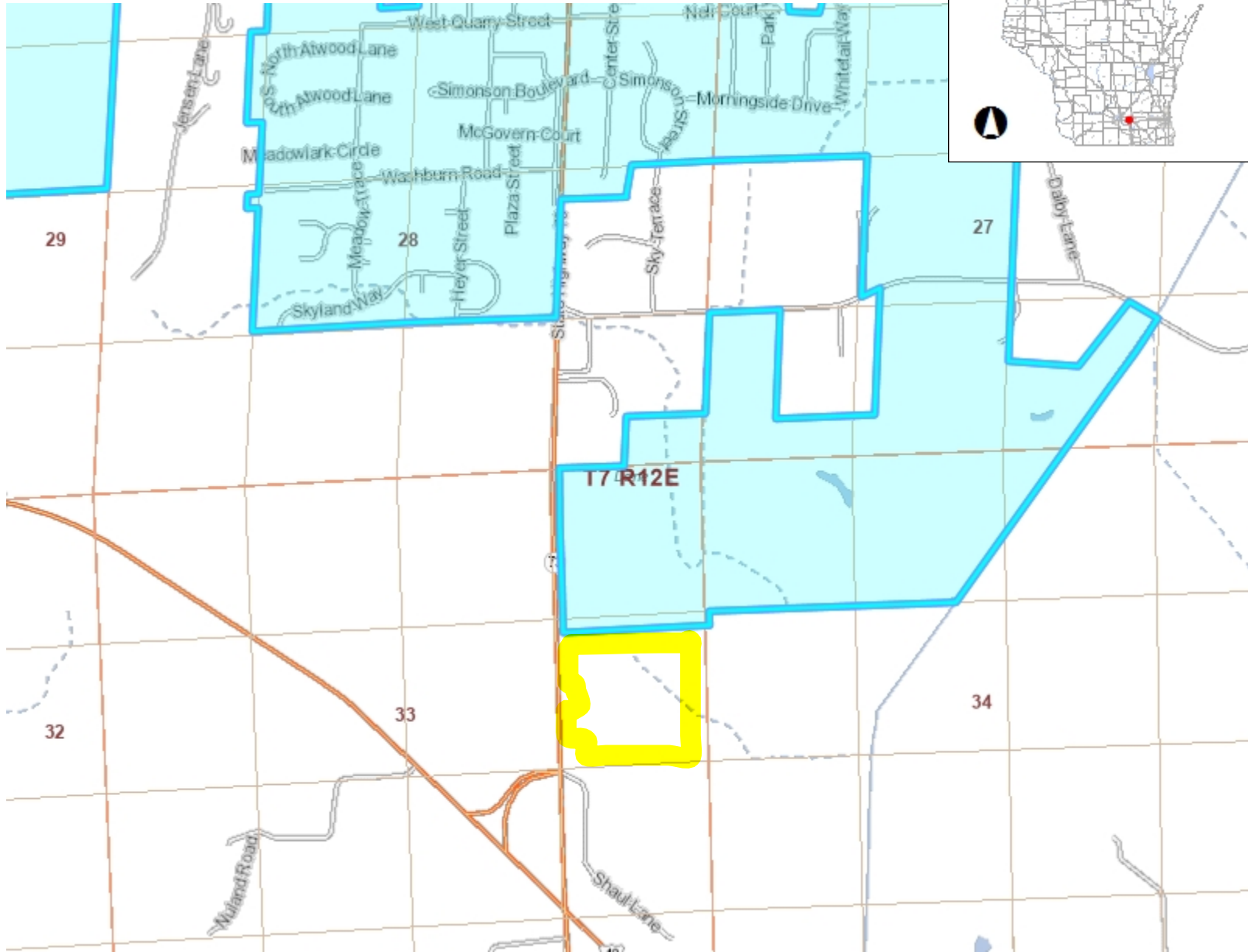
3. Other relevant information and comments:

Prepared by: Troy Everson  
 Title: Land Records Administrator  
 Phone: 608-261-9750  
 Date: 9/15/24

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

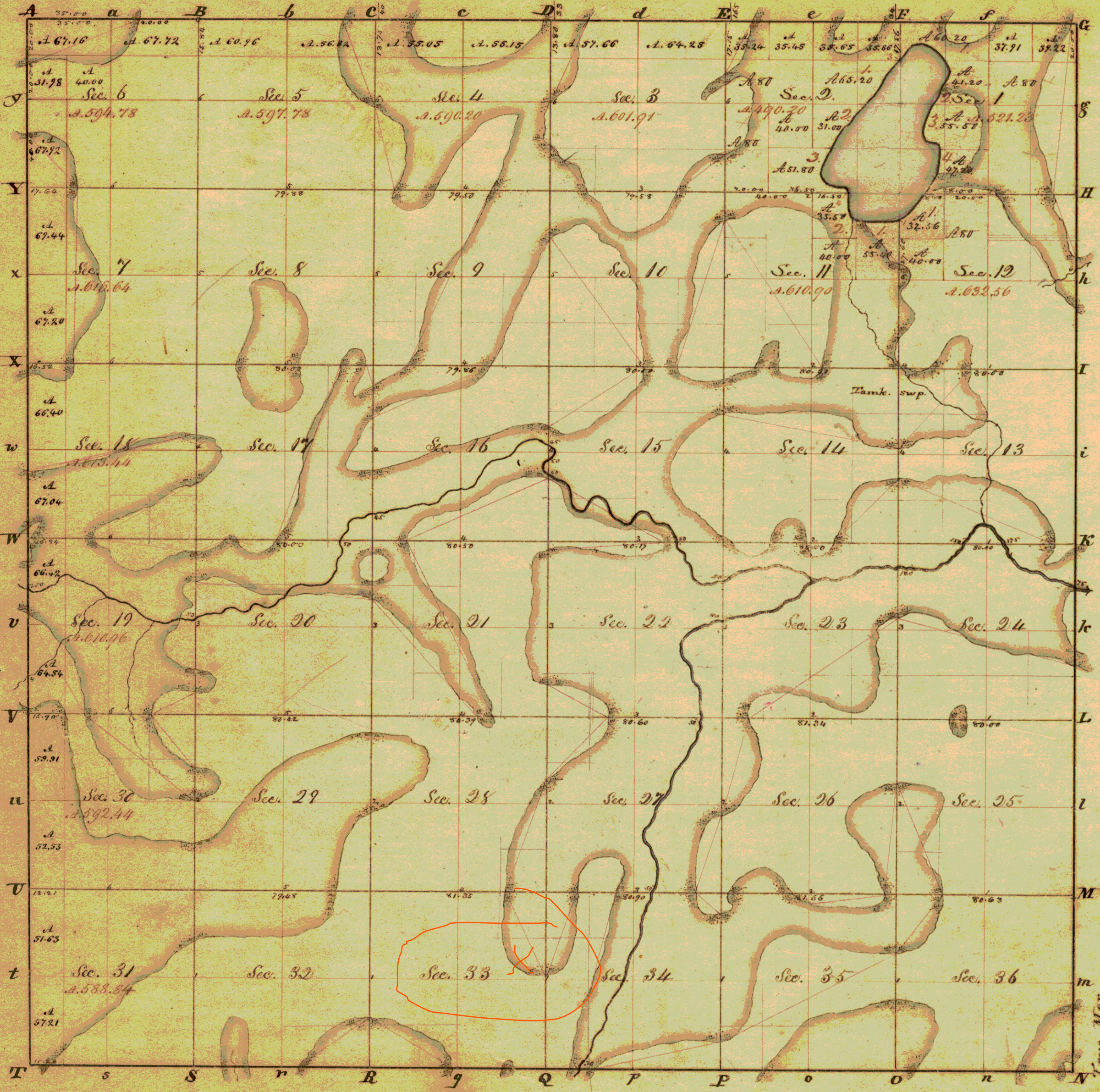
1: 15,840

**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



Township N. 7 N. Range N. 12 East 4<sup>th</sup> Mer. (Wis. Ter.)



Meanders of Lakes

Post	Course	Ch. Lb.
1.	N44 E	17.23
2.	N29 E	12.50
	N17 W	12.00
	N18 W	6.50
	N19 E	9.00
	N37 E	9.00
	N11 E	4.00
	N26 E	11.00
	N51 W	17.00
	S78 W	5.00
	S33 W	8.92
3.	S46 W	6.00
	S27 W	10.00
	S41 W	21.00
	S86 W	2.00
	S57 W	7.00
	S24 W	20.00
4.	S50 E	12.00
	N19 E	2.00
	East	22.13

Total number of Acres 22,381.88

Scale 40 ch. to an inch.

Surveys Designated	By Whom Surveyed	Date of Contract	Amt. of Survey	When Surveyed	When f. for ch. in Sur. Cont. Acct
Subdivision	Orson Lyon	8 <sup>th</sup> Feb. 1834	62.34-65	2 <sup>d</sup> q. 1834	1 <sup>st</sup> q. 1835
Town Lines	Mullett & Brink	9 <sup>th</sup> July 1833	23.70-20	4 <sup>th</sup> q. 1833	5 <sup>th</sup> q. 1834

The above Map of Township N. 7 N., Range N. 12 E., 4<sup>th</sup> Mer. (N. 7 N.) is strictly conformable to the field notes of the survey thereof on file in this Office, which have been examined and approved.  
 Surveyor General's Office  
 Cincinnati, Nov. 30. 1855  
 M. T. Williams  
 Sworn.





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>

September 17, 2024

PETITION FILE NO. 14694

MARISSA ARAVENA, CLERK  
VILLAGE OF DEERFIELD  
PO BOX 66  
DEERFIELD, WI 53531-0066

BOB RIEGE, CLERK  
TOWN OF DEERFIELD  
838 LONDON RD  
DEERFIELD, WI 53531

Subject: VINEY ANNEXATION

The proposed annexation submitted to our office on August 28, 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 Deerfield, 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 14694 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=2768>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

A handwritten signature in black ink, appearing to read "Erich Schmidtke". The signature is fluid and cursive.

Erich Schmidtke, Municipal Boundary Review

cc: petitioner