

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: AIM Commercial Real Estate LLC (Member James Fedie)

Phone: (715) 577-6586

Email: james@eauclairerealty.com

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: 2.24

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
1802422609014400002

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

\$600 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

\$950 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: 3-3-25

Payer: Everyday Surveying & Engineering

Check Number: 3143

Check Date: 2-21-25

Amount: \$950

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 AIM Commercial Real Estate LLC

from:
 Sender: Mark A. Erickson

Received by
 City Clerk

FEB 21 2025

City of Eau Claire

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 checked="" type="checkbox"/> for your approval / signature	

Please note:
 revisions additions deletions other

Items attached:

description:	revision:	date:	copies:
<u>Annexation Request Form</u>	_____	_____	_____
<u>Petition for Annexation</u>	_____	_____	_____
<u>Annexation Map</u>	_____	_____	_____
<u>Annexation Boundary Legal Description</u>	_____	_____	_____
<u>Annexation Parcel Map Numbers</u>	_____	_____	_____
<u>Annexation Narrative</u>	_____	_____	_____
<u>DOA Fee Check for Annexation – \$950</u>	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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 all of the owners of the real property in which zero (0) 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.

ANNEXATION LEGAL DESCRIPTION

Part of the Northwest of the Southeast, the Northeast of the Southeast, the Southwest of the Southeast, and the Southeast of the Southeast of Section 1, Township 26 North, Range 9 West, Town of Washington, Eau Claire County, Wisconsin.

Commencing at the East Quarter Corner of said Section 1;
Thence S50°04'59"W, 1697.62 feet to the South line of Lot 2 of Certified Survey Map 3446 Recorded in Volume 19 of Certified Survey Maps on Page 226 as Document Number 1172217 and the **Point of Beginning**;
Thence S42°53'45"E, 276.25 feet along said South line;
Thence S26°29'50"W, 302.69 feet to the North right-of-way of State Highway 53;
Thence N44°04'25"W, 179.78 feet along said right-of-way to the west line of the Southeast Quarter of the Southeast Quarter of said Section 1;
Thence S1°13'05"W, 12.31 feet along said West line;
Thence N44°04'25"W, 199.27 feet along said right-of-way;
Thence N33°18'31"E, 99.51 feet to the South line of said Certified Survey Map;
Thence N50°13'32"E, 203.36 feet along said South line of Certified Survey Map and to the **Point of beginning**.

Parcel contains 97,716 square feet or 2.24 acres, more or less.

There are zero (0) persons residing in the territory.

The purpose of this annexation is to facilitate future residential development of the above-described territory.

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



AIM Commercial Real Estate
(Member James Fedie)
909 Timber View Drive
Altoona, WI 54720

Date 02-21-25

AIM Commercial Real Estate Parcel Information					
Parcel ID	PIN	Alternative No.	Name	Property Address	Acres
1802422609014400002	1802422609014400002	024112107000	AIM Commercial Real Estate	5079 US Highway 53	2.24

Annexation Legal Description

Part of the Northwest of the Southeast, the Northeast of the Southeast, the Southwest of the Southeast, and the Southeast of the Southeast of Section 1, Township 26 North, Range 9 West, Town of Washington, Eau Claire County, Wisconsin.

Commencing at the East Quarter Corner of said Section 1;

Thence S50°04'59"W, 1697.62 feet to the South line of Lot 2 of Certified Survey Map 3446 Recorded in Volume 19 of Certified Survey Maps on Page 226 as Document Number 1172217 and the **Point of Beginning**;

Thence S42°53'45"E, 276.25 feet along said South line;

Thence S26°29'50"W, 302.69 feet to the North right-of-way of State Highway 53;

Thence N44°04'25"W, 179.78 feet along said right-of-way to the west line of the Southeast Quarter of the Southeast Quarter of said Section 1;

Thence S1°13'05"W, 12.31 feet along said West line;

Thence N44°04'25"W, 199.27 feet along said right-of-way;

Thence N33°18'31"E, 99.51 feet to the South line of said Certified Survey Map;

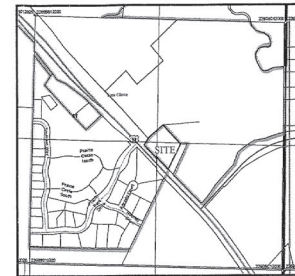
Thence N50°13'32"E, 203.36 feet along said South line of Certified Survey Map and to the **Point of beginning**.

Parcel contains 97,716 square feet or 2.24 acres, more or less.

ANNEXATION MAP

Part of the Northwest of the Southeast, the Northeast of the Southeast, the Southwest of the Southeast, and the Southeast of Section 1, Township 26 North, Range 9 West, Town of Washington, Eau Claire County, Wisconsin.

VICINITY MAP
NORTH
NOT TO SCALE



BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SE 1/4 OF SECTION 1 ASSUMED TO BEAR S07°50'12\"/>

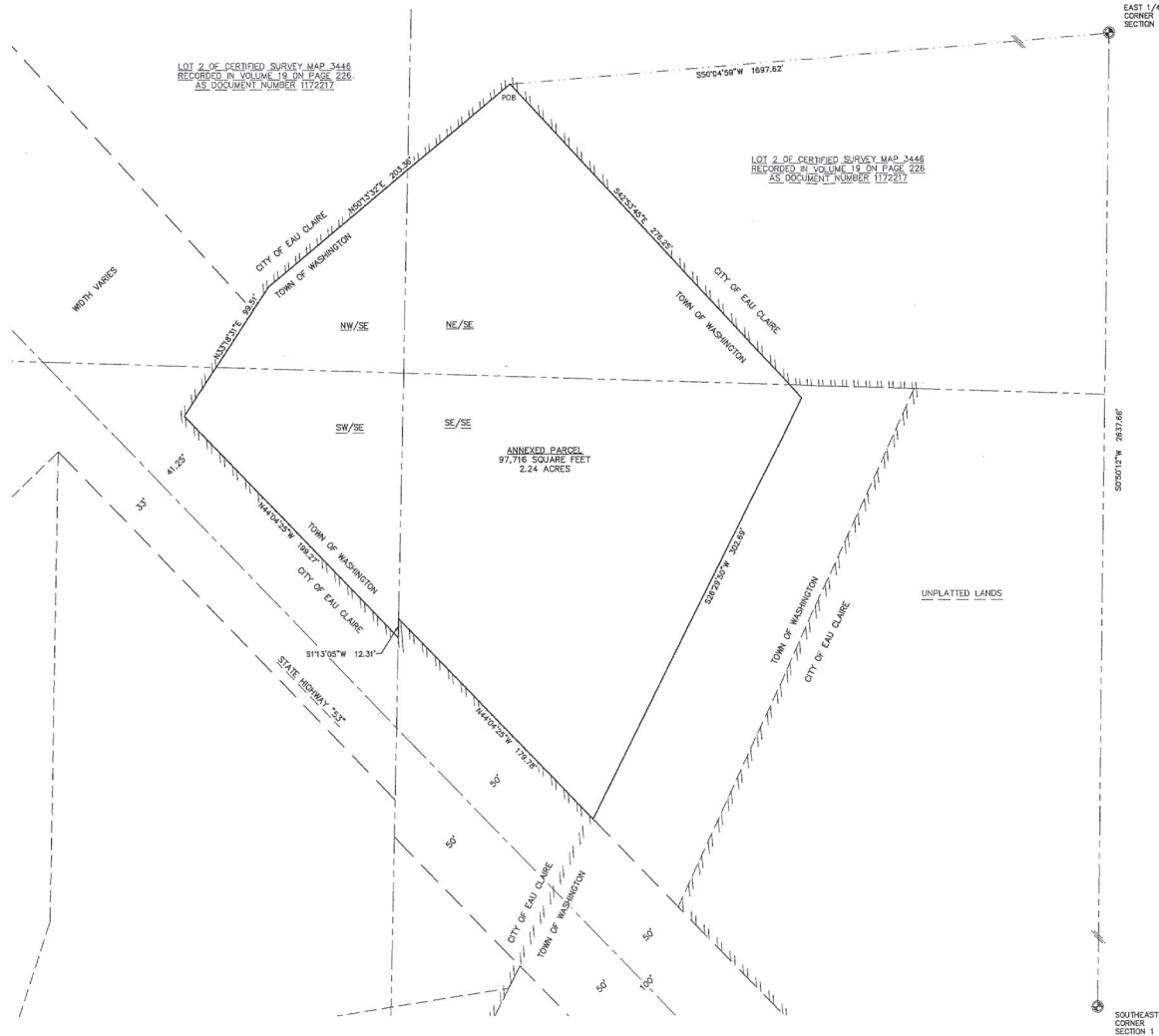
- LEGEND**
- PUBLIC LAND SURVEY MONUMENT
 - POINT OF BEGINNING
 - MUNICIPAL BOUNDARY
 - NE NORTHEAST
 - NW NORTHWEST
 - SE SOUTHEAST
 - SW SOUTHWEST

LEGAL DESCRIPTION:

Part of the Northwest of the Southeast, the Northeast of the Southeast, the Southwest of the Southeast, and the Southeast of Section 1, Township 26 North, Range 9 West, Town of Washington, Eau Claire County, Wisconsin.

Commencing at the East Quarter Corner of said Section 1;
 Thence S50°04'59\"/>

Parcel contains 97,716 square feet or 2.24 acres, more or less.



EVERYDAY SURVEYING & ENGINEERING

711 S HILLCREST PARKWAY
 ALTOONA, WI 54720
 PH: (715) 831-0654 • EMAIL: INFO@ESELLC.CO





- SurveySearch
- PLSS Corners
 - Center Of Section
 - Meander Corner
 - Quarter Corner
 - Section Corner
 - Witness Corner
- ▭ Parcels
- ▭ SSA_Boundary
- Corners
 - Center Of Section
 - Meander Corner
 - Quarter Corner
 - Section Corner
 - Witness Corner
- ▭ 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 future mixed used commercial and 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 parcel of land requested to be annexed is 2.24 acres and currently has zero (0) residents. Eau Claire County has a total population of 105,710 as of 2020.

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 fire and paramedic service. Zoning and anticipated use of this private property unanimously petitioned by the 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 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.

Also of note, a petition for incorporation for a part of the Town of Washington was dismissed by the court prior to the City's receipt of the annexation petition (see Eau Claire County case number 24CV498). Petitioners in that case filed a notice of withdrawal of the petition of incorporation on 2/3/2025, and the court entered dismissal of the petition for incorporation on 2/21/2025. Although the City received the petition for annexation on the same day as the dismissed petition for incorporation, 2/21/2025, the petition for annexation was in fact received by the City after the court had already entered dismissal of the petition for incorporation earlier that day.

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: **AIM Commercial Real Estate**

Petition Number: **14741**

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

2. Area (Acres): 1/-2.24

3. Pick one: Property Tax Payments

OR Boundary Agreement

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

\$ _____

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

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: 70 % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Undeveloped: 30 %

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

Residential: 100 % 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?

Commercial/Residential

In the town?: Commercial

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? _____

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

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:

See Attachment

Prepared by: Town City Village

Name: RYAN PETRIE

Email: RYAN.PETRIE@EAUCLAIREWI.GOV

Phone: 715-839-4914

Date: 3/12/2025

(March 2018)

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

Annexation Review Questionnaire

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
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Petitioner: **AIM Commercial Real Estate**

Petition Number: **14741**

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

2. Area (Acres): 2.31

3. Pick one: Property Tax Payments

OR Boundary Agreement

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

\$ 362.28

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 1,811.40

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: 100 % 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?

Commercial

In the town?: Commercial

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? Commercial

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

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:

Parcel currently has onsite well & septic capabilities

Prepared by: Town City Village

Name: Aleta Kauffman

Email: Kauffman@townofwashington.wi.gov

Phone: 715-834-3257

Date: 3/6/2025

(March 2018)

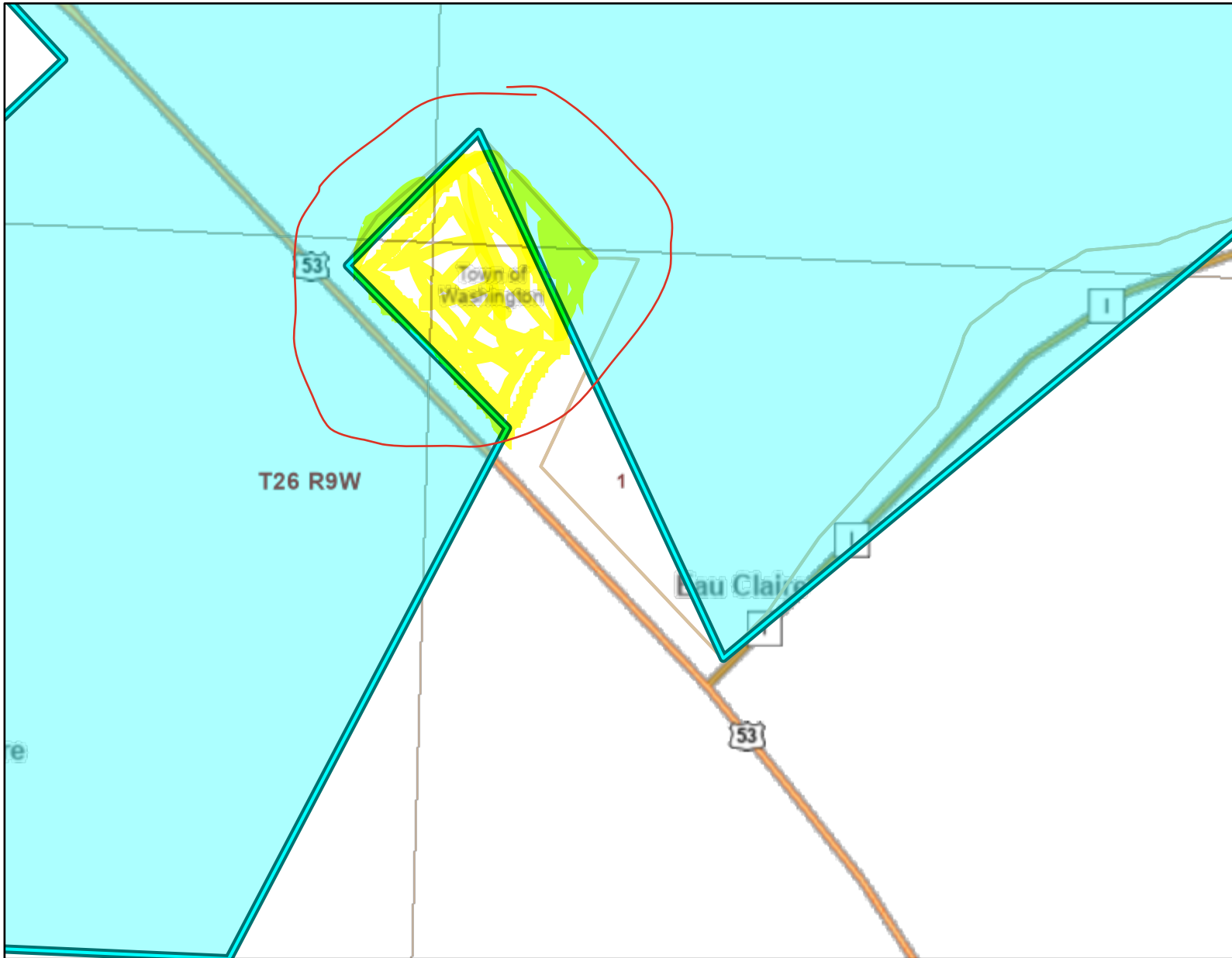
Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

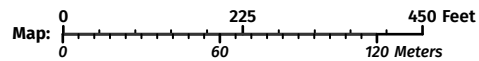
Fax: (608) 264-6104



Legend: (some map layers may not be displayed)

- Township
- Section
- Quarter-Quarter
- Cities, Towns & Villages
- City
- Civil Town
- City or Village
- County Boundaries
- Major Roads
- US Highway
- County and Local Roads
- County HWY

Notes:



Service Layer Credits:
Cadastral: , Cities, Roads & Boundaries: , Surface Water (Cached): WiDNR, USGS, and other data

Map projection: NAD 1983 HARN Wisconsin TM

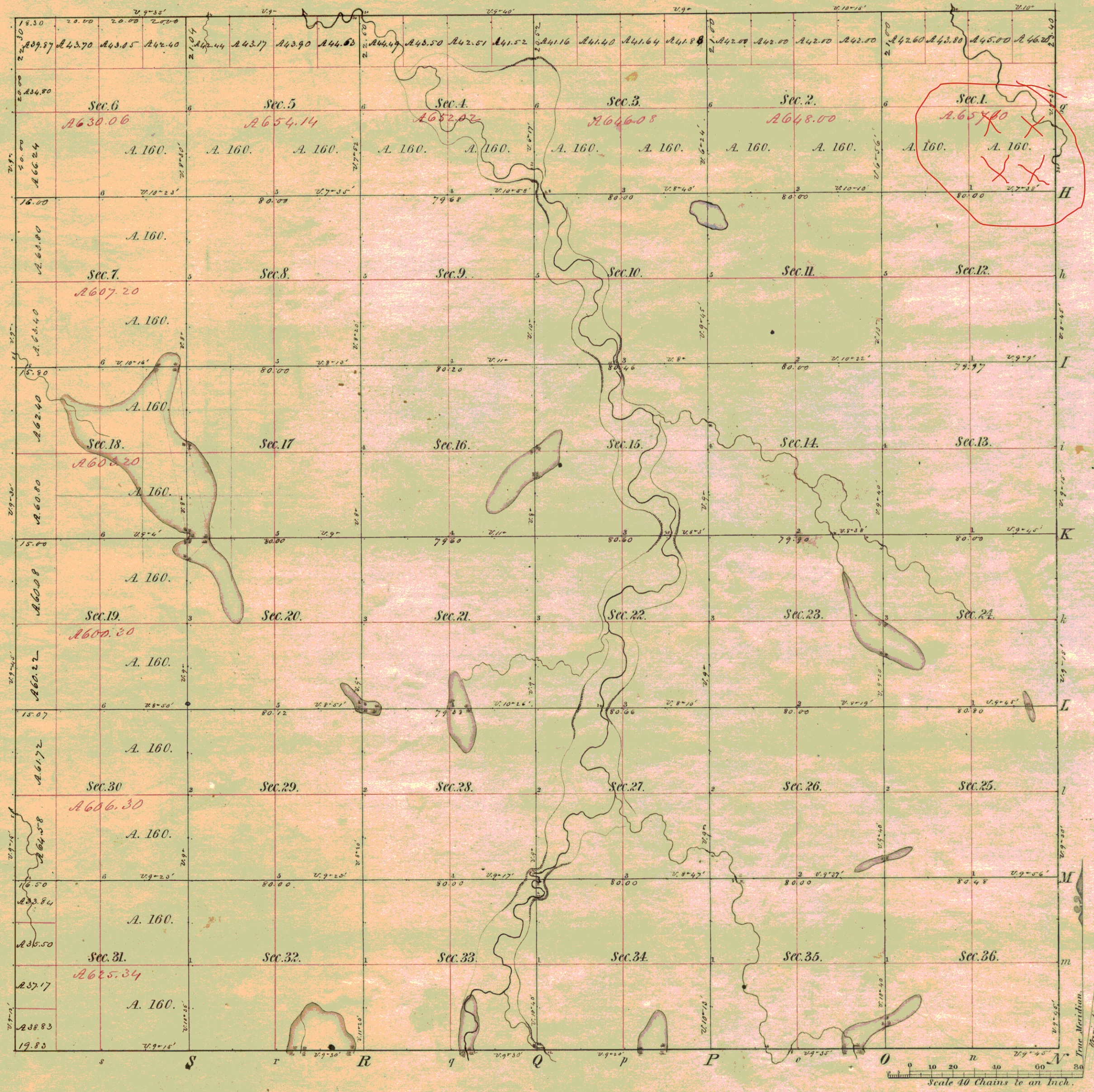
This map is a product generated by a DNR web mapping application.

This map is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. The user is solely responsible for verifying the accuracy of information before using for any purpose. By using this product for any purpose user agrees to be bound by all disclaimers found here: <https://dnr.wisconsin.gov/legal>

Date Printed: 3/22/2025 8:01 AM

Township N^o 26 N; Range N^o 9 West 4th Mer.

Surveyed by Henry Madison



Meanders of

Posts	Courses	Ch. ^s Lk. ^s	Posts	Courses	Ch. ^s Lk. ^s	Posts	Courses	Ch. ^s Lk. ^s

Total number of Acres *22,930.24*

Surveys Designated	By Whom Surveyed	Date of Contract	Amount of Surveys	When Surveyed	When p ^d for and ch ^d in the Sur. Gen. acc.
Township lines	Geo. Cox Karrisick	July 18th 1848	M. Ch ^s Lks. 24. 03. 83	September 1848	
Subdivisions	Henry Madison	Sept 8 th 1849	59. 66. 28	October 1849	

The above Map of Township N^o 26 North of Range N^o 9 West of the 4th Principal Meridian Wisconsin 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,
Dubuque May 5th 1850

C. M. Booth
Sur. Gen.



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>

March 24, 2025

PETITION FILE NO. 14741

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: AIM COMMERCIAL REAL ESTATE ANNEXATION

The proposed annexation submitted to our office on March 03, 2025, 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 14741 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=2815>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner