

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

Online Submittal and Payment: Instead of this form go to <https://wi.accessgov.com/public/Forms/Page/doa-dir/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: **Timothy T. and Kristine K. DeBlaey**

Phone: (920) 889-1251

Email: **deblaey.k@gmail.com**

## Contact Information if different than petitioner:

Representative's Name:

Phone:

E-mail:

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

2. Petitioned City or Village: **Village of Oostburg**

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

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

5. Area (in acres) of the territory to be annexed: **0.49**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):  
**59030-463280**

## 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]

(June 2024)

# 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

**\$200 Initial Filing Fee** (required with the first submittal of all petitions)

\$200 – 2 acres or less

\$350 – 2.01 acres or more

**\$200 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

**\$400 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: 04/15/25

Payer: KK DE BAEY

Check Number: 2012

Check Date: 04/04/25

Amount: \$400.00



## 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).



HOPP NEUMANN HUMKE<sup>LLP</sup>

April 11, 2025

Wisconsin Department of Administration  
Municipal Boundary Review  
P.O. Box 1645  
Madison, WI 53701

Re: Request for Annexation Review  
Petitioner: Timothy T. and Kristine K. DeBlaey  
Town of Wilson, Wisconsin

To Whom It May Concern:

I am the attorney for the Petitioners, Timothy T. and Kristine K. DeBlaey, and our office is assisting with a petition for annexation. Enclosed please find for review the *Request for Annexation Review* form, the *Petition for Direct Annexation by Unanimous Approval Pursuant to Wisconsin Statute § 66.0217(2)*, scale map with legal description, and check number 8012 in the amount of \$400.00 for the review and filing fee.

Please do not hesitate to contact me, should you have any questions.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Michael J. Bauer', with a long, sweeping flourish extending from the bottom right.

Michael J. Bauer  
e-mail: [mike.bauer@hopplaw.com](mailto:mike.bauer@hopplaw.com)

MJB/cb  
Enclosures

ec: Mr. and Mrs. DeBlaey

15899\314590

[www.hopplaw.com](http://www.hopplaw.com)

Michael J. Bauer • Herbert C. Humke • Paul A. Dirkse • Crystal H. Fieber • Oliver M. Bauer • Kelly L. Del Ponte  
OF COUNSEL J. Phil Mueller  
Alexander Hopp 1955-1999 • Roland M. Neumann 1986-2008 • H.C. Humke 1963-2009

2124 Kohler Memorial Drive | Suite 310 | Sheboygan, WI 53081 | PH 920-457-8400 | FX 920-457-8411

**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL**  
**PURSUANT TO WISCONSIN STATUTE § 66.0217(2)**

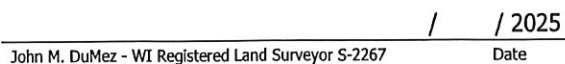
The undersigned, constituting all of the electors residing in the territory and all of the owners of real property in the following territory of the Town of Wilson, Sheboygan County, Wisconsin, lying contiguous to the Village of Oostburg, petition the Village Board of the Village of Oostburg to annex the territory described and as shown on the attached **Exhibit A**, legal description and scale map to the Village of Oostburg, Sheboygan County, Wisconsin:

The above-described territory contains a population of zero (0).

| Signature of Petitioner                             | Date of Signing | Mark an "X" if Owner | Mark an "X" if Elector | Address or Description of Property   |
|---|-----------------|----------------------|------------------------|--|
| <u>Timothy T. DeBlaney</u><br>Timothy T. DeBlaney   | 04/04/25        | X                    |                        | Property on the northwest corner of Town Line Road (Minnesota Ave) and Minderhaud Road (PIN: 59030-463280) |
| <u>Kristine K. DeBlaney</u><br>Kristine K. DeBlaney | 04/04/25        | X                    |                        |  |



TAX PARCEL 59165719455  
VILLAGE OF OOSTBURG





N2472 Mentink Road  
Oostburg, WI 53070  
Phone: (920) 564-6812  
Email: john@compositesurveying.com

John M. DuMez – Wisconsin Professional Land Surveyor S-2267

Page 2 of 2

### **ANNEXATION DESCRIPTION FOR THE VILLAGE OF OOSTBURG**

Part of the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 31, T14N-R23E, Town of Wilson, Sheboygan County, Wisconsin described as:

Commencing at the South Quarter corner of Section 31, T14N-R23E; thence along the south line of the Southeast  $\frac{1}{4}$  of said Section 31, S89°41'52"E 1196.32 feet to the point of beginning; thence continuing along said south line, S89°41'52"E 128.33 feet to the southeast corner of the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of said Section 31; thence along the east line of the said Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 31, N00°12'06"W 165.00 feet; thence N89°41'52"W 128.33 feet; thence S00°12'06"E 165.00 feet to the point of beginning AND CONTAINING 21174 SQUARE FEET (0.49 ACRES) OF LAND.

# 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: **DeBlaey**

Petition Number: **14755**

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

2. Area (Acres): **.48**

3. Pick one: ☐ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ **27.88**

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): **\$139.40**

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

c. Paid by: ☒ Petitioner ☐ City ☐ Village

d. Statutory authority (pick one)

☐ 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: **100** % Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

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

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

Residential: \_\_\_\_\_% Recreational: \_\_\_\_\_% Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

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

Comments: **Storage of recreational vehicles**

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?

**Agricultural use**

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

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: **Due to fire protection concerns, specifically the loss of Oostburg Fire coverage when Wilson voted to cancel their fire partners agreement.**



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:

Sanitary Sewers immediately

or, write in number of years.

Water Supply immediately

or, write in number of years.

City/Village

Town

☒

☐

upon request  
by petitioner

\_\_\_\_\_

☒

☐

upon request  
by petitioner

\_\_\_\_\_

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? R-1-A

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:

Prepared by: ☐ Town ☐ City ☒ Village

Name: Amy Wiltendink

Email: amy.wiltendink@0096burg.wi.gov

Phone: 920-544-3214

Date: 4-21-25

Please RETURN PROMPTLY to:

wlmunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)

# 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)  
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Petitioner: **DeBlaey**

Petition Number: **14755**

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

2. Area (Acres): .48

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 27.88

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 139.40

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

c. Paid by: ☐ Petitioner ☐ City ☒ Village

d. Statutory authority (pick one)

☐ 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: 100% Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

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

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

Residential: \_\_\_\_\_% Recreational: \_\_\_\_\_% Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

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

Comments: Storage of recreational vehicles

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?

Agricultural use

In the town?: Agricultural

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 Due to fire protection concerns due to loss of fire partners agreement

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:

Sanitary Sewers immediately

☐

Town

☐

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? \_\_\_\_\_

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:

Prepared by: ☒ Town ☐ City ☐ Village

Name: Shauna Hall

Email: clerk@townwilson.com

Phone: 920-208-2390

Date: 4/24/2025

(March 2018)

Please **RETURN PROMPTLY** to:

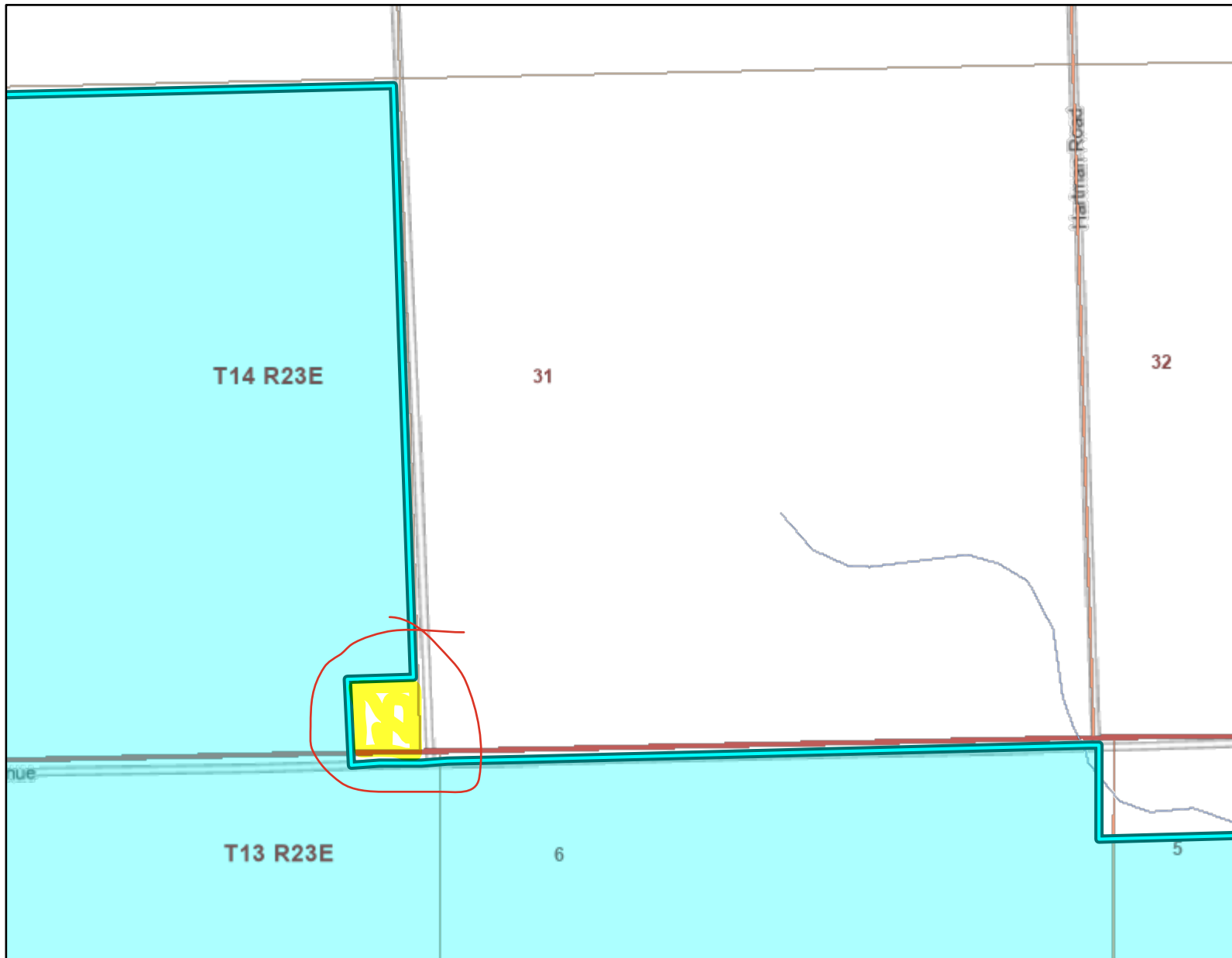
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104





**Legend:** (some map layers may not be displayed)

- Rivers and Streams
- Intermittent Streams
- 24K Intermittent Streams
- 24K Streams and Rivers
- Township
- Section
- Quarter-Quarter
- Cities, Towns & Villages
- Village
- Civil Town
- City or Village
- County Boundaries
- County and Local Roads
- Local Road

**Notes:**



Map: 0 270 540 Feet  
0 75 150 Meters

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>

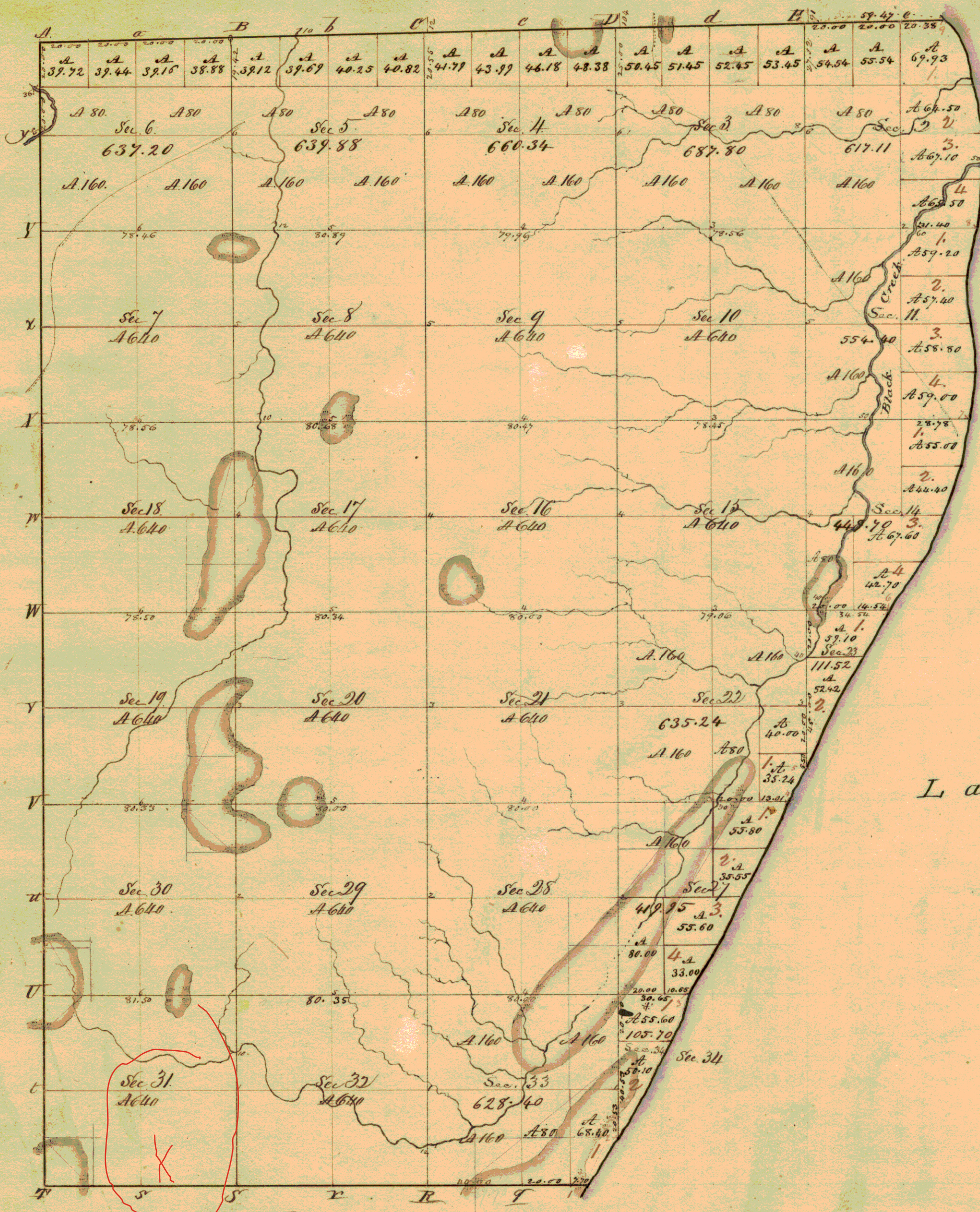
Date Printed: 5/14/2025 1:29 PM





# Township N<sup>o</sup> 14 North, Range N<sup>o</sup> 23 East 4<sup>th</sup> Mer (N.W.T.)

4. Miller 174  
57



| Meanders of Lake Michigan |         |       |    |       |         |       |    |
|---------------------------|---------|-------|----|-------|---------|-------|----|
| Posts                     | Courses | Ch.   | M. | Posts | Courses | Ch.   | M. |
| 1                         | N 30° E | 8.66  |    |       | N 10° E | 2.55  |    |
| 2                         | N 35° E | 13.89 |    |       | N 8° E  | 9.73  |    |
|                           | N 35° E | 5.61  |    |       | N 1° E  | 24.87 |    |
|                           | N 38° E | 5.00  |    |       | N 44° W | 5.78  |    |
| 3                         | N 18° E | 11.42 |    |       | N 50° W | 5.19  |    |
|                           | N 30° E | 29.78 |    |       | N 18° W | 3.39  |    |
| 4                         | N 26° E | 54.30 |    |       | N 77° W | 3.68  |    |
| 5                         | N 21° E | 15.80 |    |       | N 77° W | 2.79  |    |
|                           | N 25° E | 26.84 |    |       | N 13° W | 3.35  |    |
|                           | N 27° E | 27.35 |    |       | N 17° W | 3.40  |    |
| 6                         | N 26° E | 15.26 |    |       | N 16° W | 3.09  |    |
|                           | N 34° E | 29.00 |    |       | N 20° W | 4.50  |    |
|                           | N 24° E | 25.06 |    |       | N 14° W | 4.00  |    |
|                           | N 17° E | 18.28 |    |       | N 18° W | 2.58  |    |
| 7                         | N 8° E  | 15.25 |    |       | N 29° W | 3.16  |    |
|                           | N 12° E | 4.69  |    | 9     | N 31° W | 3.03  |    |
|                           | N 3° E  | 13.32 |    |       |         |       |    |
|                           | N 32° W | 43.53 |    |       |         |       |    |
| 8                         | N 10° E | 19.43 |    |       |         |       |    |

Lake Michigan.

Total Number of Acres 16,387.24

| Surveys Designated | By whom Surveyed | Date of Contract           | Am't. of Surveys | When Surveyed           | Thence for 8 ch. in the Sub. accl. |
|--------------------|------------------|----------------------------|------------------|-------------------------|------------------------------------|
| Town Lines         | Mallett & Prink  | 9 <sup>th</sup> July 1833  | M. Ch. Lk.       | 1 <sup>st</sup> of 1834 | 3 <sup>rd</sup> of 1834            |
| Sub-division       | Hiram Rumbach    | 22 <sup>nd</sup> Dec. 1834 | 49.22.42         | 2 <sup>nd</sup> of 1835 | 3 <sup>rd</sup> of 1835            |

The above Map of Township N. 14 N. of Range N. 23 E. of the 4<sup>th</sup> Meridian N.W. Cor. is truly conformable to the field notes of the Survey thereof on file in this office, which have been examined & approved.  
Surveyor General's Office  
Cincinnati, Sept. 14<sup>th</sup> 1835

Robt. Lytle S. G.

2 Copies made





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>

May 14, 2025

PETITION FILE NO. 14755

AMY WILTERDINK, CLERK  
VILLAGE OF OOSTBURG  
1140 MINNESOTA AVE  
OOSTBURG, WI 53070-0227

SHAWNA HALL, CLERK  
TOWN OF WILSON  
5935 S BUSINESS DR  
SHEBOYGAN, WI 53081-8930

Subject: DEBLAEY ANNEXATION

The proposed annexation submitted to our office on April 16, 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 Village of Oostburg,, 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 14755 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=2829>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner