

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: **Alfredo Vargas Enriquez**

Phone: **7153024680**

Email: **knunez512@yahoo.com**

Contact Information if different than petitioner:

Representative's Name: **Jessica Titel, Community Development Director - Village of Little Chute**

Phone: **920-423-3870**

E-mail: **jessica@littlechutewi.org**

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

2. Petitioned City or Village: **Little Chute**

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

4. Population of the territory to be annexed: **5**

5. Area (in acres) of the territory to be annexed: **1.25 ACRES (INCLUDING ADJACENT SOUTH 1/2 OF EVERGREEN DRIVE RIGHT-OF-WAY)**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
200031801, 200031806

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

\$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: _____

Payer: _____

Check Number: _____

Check Date: _____

Amount: _____

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 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).

Petition for Annexation

The undersigned, constituting 100 percent of the owners of the following described territory located in the Town of Vandebroek, Outagamie County, Wisconsin, lying contiguous to the Village of Little Chute, petition the Village of Little Chute Board to annex the territory described below and shown upon the attached map, as permitted by Chapter 66 of the Wisconsin Statutes, to the Village of Little Chute, Outagamie County, Wisconsin.

Two parcels of land located in the northeast $\frac{1}{4}$ of the northwest $\frac{1}{4}$ in Section 16, Township 21 North, Range 18 East, in the Town of Vandebroek, Outagamie County, Wisconsin, more fully described as follows:

Commencing at the north $\frac{1}{4}$ corner of said section 16; thence north 89 degrees 44 minutes 04 seconds west 1,107.81 feet, along the north line of the Northwest $\frac{1}{4}$ of said Section 16; thence south 00 degrees 45 minutes 25 seconds east 33.01 feet to the point of beginning; thence south 00 degrees 45 minutes 25 seconds east 256.99 feet; thence north 89 degrees 44 minutes 04 seconds west 213.00 feet; thence north 00 degrees 45 minutes 25 seconds west 256.99 feet; thence south 89 degrees 44 minutes 04 seconds east 213.00 feet to the point of beginning.

Said parcel number 1 contains 38,548.50 square feet (0.88 acres) and said parcel number 2 contains 16,190.37 square feet (0.37 acres).

Parcel Numbers: 200031806 and 200031801

There are 5 persons residing in this territory.

Dated the 8 day of May 2025



Alfredo Vargas Enriquez – owner/elector



Kensy Nunez - elector

PROPOSED ANNEXATION TO THE VILLAGE OF LITTLE CHUTE

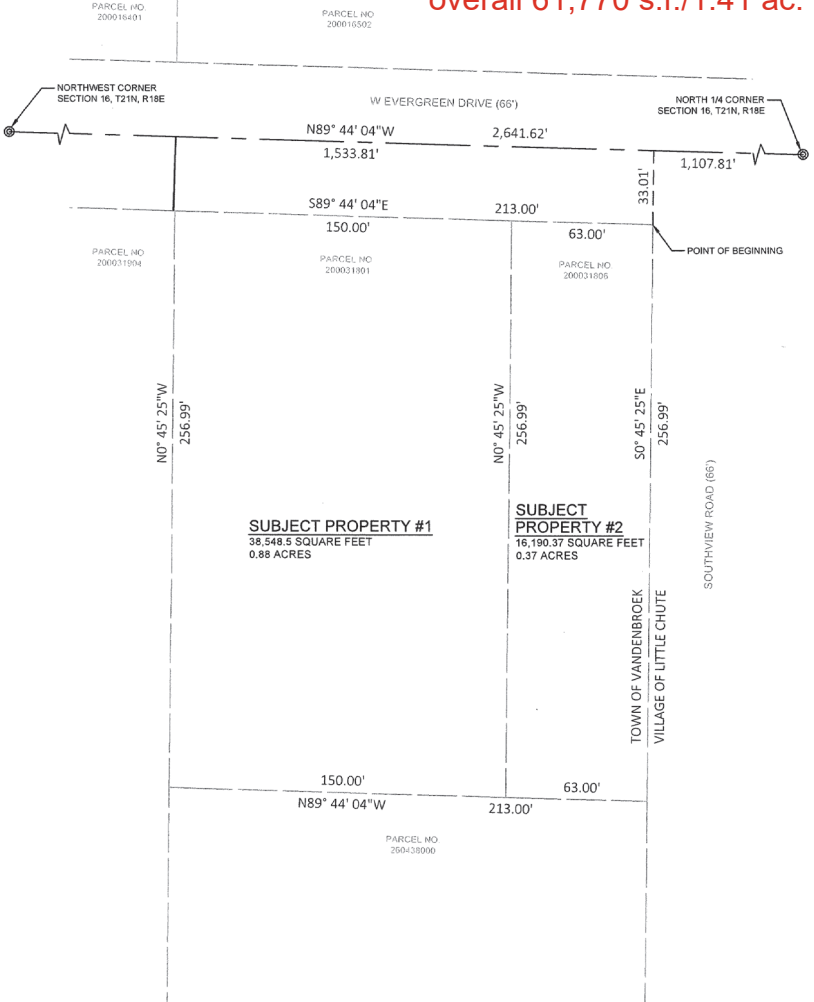
Two parcels of land located in the northeast ¼ of the northwest ¼ in Section 16, Township 21 North, Range 18 East, in the Town of Vandenberg, Outagamie County, Wisconsin, more fully described as follows:

Commencing at the north ¼ corner of said section 16; thence north 89 degrees 44 minutes 04 seconds west 1,107.81 feet, along the north line of the Northwest ¼ of said Section 16; thence south 00 degrees 45 minutes 25 seconds east 33.01 feet to the point of beginning; thence south 00 degrees 45 minutes 25 seconds east 256.99 feet; thence north 89 degrees 44 minutes 04 seconds west 213.00 feet; thence north 00 degrees 45 minutes 25 seconds west 256.99 feet; thence south 89 degrees 44 minutes 04 seconds east 213.00 feet to the point of beginning. Including the southern 33 feet of the adjacent W. Evergreen Drive right-of-way.

should be included in metes & bounds

Said parcel number 1 contains 38,548.50 square feet (0.88 acres) and said parcel number 2 contains 16,190.37 square feet (0.37 acres). Parcel Numbers: 200031806 and 200031801

overall 61,770 s.f./1.41 ac.



25 0 25 50
1" = 50'



Little Chute
ESTABLISHED 1848

108 West Main Street Little Chute, Wisconsin 54140
920-423-3865 • www.littlechutewi.org

VILLAGE OF LITTLE CHUTE
W EVERGREEN DR
PETITION FOR ANNEXATION

Designed		Date	File No.
Drawn	BJB	6/14/24	W2793EVERGREENANNEX.dwg
Checked	MJW	6/14/24	Drawing No.
Approved			1
			Job Class
			Sheet 1 of 1

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: Alfredo Vargas Enriquez and Kensy Nunez

Petition Number:

1. Territory to be annexed: From **TOWN OF VANDENBROEK** To **VILLAGE OF LITTLE CHUTE**

2. Area (Acres): 1.25 acres, including southern half of the adjacent Evergreen Drive right-of-way

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 486.18

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$2430.90

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: 2 Total: 5

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?

Commerical and light industrial

In the town?: Residential and 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 _____

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? Industrial _____

c. How will the land be zoned and used if annexed? RC Conventional Single-Family District _____

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:

Prepared by: ☐ Town ☐ City ☒ Village

 Name: Jessica Titel, Community Development Director

 Email: jessica@littlechutewi.org

 Phone: 920-423-3870

 Date: 5/8/25

 (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

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Petitioner: **Enriquez**

Petition Number: **14774**

1. Territory to be annexed: From **TOWN OF VANDENBROEK** To **VILLAGE OF LITTLE CHUTE**

2. Area (Acres): _____

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 486.18

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$2430.90

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: _____ Total: _____

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?

In the town?: Residential and Ag

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:

Sanitary Sewers immediately
or, write in number of years. _____

City/Village Town

☐ ☐

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? Industrial

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:

Prepared by: ☒ Town ☐ City ☐ Village

Name: Cory Swedberg

Email: clerk@vandenbroekwi.gov

Phone: 920-850-1848

Date: 07/17/2025

(March 2018)

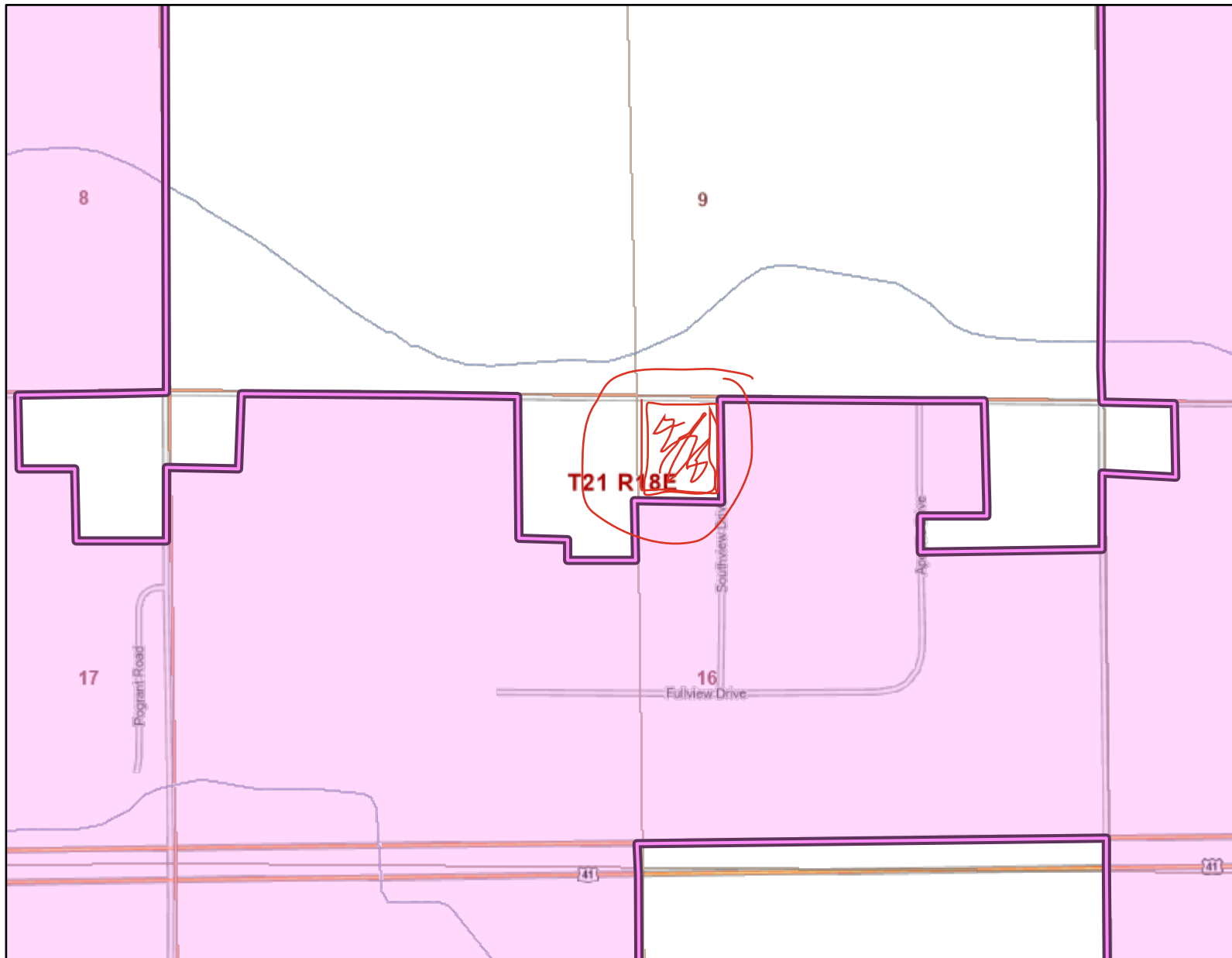
Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104



Legend: (some map layers may not be displayed)

- 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
- Major Roads
- US Highway
- County and Local Roads
- Local Road

Notes:



Map: 0 390 780 Feet
0 110 220 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: 7/31/2025 11:57 AM

Township N^o 21 N, Range N^o 18 East, 4th Mer.



Posts	Courses	Ch ^s Lk ^s	Posts	Courses	Ch ^s Lk ^s	Posts	Courses	Ch ^s Lk ^s
Left bank, down stream.								
1	N 73° E	3.50		S 55° E	4.00			
	S 68° E	6.00	23	N 74° E	3.00			
	S 88° E	4.50		N 26° E	1.95			
	N 88° E	7.50		N 26° E	2.05			
	N 72° E	6.50		N 9° E	5.50			
	N 49° E	2.00		N 3° E	10.50			
	N 44° E	7.50		N 54° E	5.00			
	N 33° E	4.50	6	S 57° E	3.30			
	N 22° E	4.50						
2	N 32° E	4.00		S 84° E	5.00			
	N 38° E	4.50		N 58° E	4.50			
	N 39° E	9.00		N 55° E	11.50			
	N 88° E	1.50		N 70° E	5.00			
	N 30° E	4.00		N 51° E	6.00			
	N 8° E	4.50		N 47° E	8.00			
	N 34° E	3.50		N 42° E	7.00			
	N 50° E	9.00		N 49° E	11.50			
	N 68° E	5.00		N 62° E	12.50			
	N 81° E	6.00		N 52° E	4.50			
	S 66° E	8.00		N 62° E	6.50			
3	S 59° E	4.50		N 87° E	3.50			
				S 65° E	7.00			
			7	S 75° E	2.61			
	S 72° E	4.89						
	S 73° E	4.50		S 67° E	4.50			
	S 88° E	9.50		S 54° E	7.50			
	N 35° E	8.00		S 64° E	6.50			
	N 61° E	3.00	8	S 59° E	8.94			
	N 83° E	6.00						
	S 74° E	9.50						
	N 78° E	7.00						
	N 56° E	5.00						
	N 52° E	9.50						
	N 70° E	6.50						
	N 86° E	3.00						
	N 78° E	9.50						
4	S 56° E	3.50						
	S 73° E	8.50						
	N 72° E	7.00						
	N 45° E	10.00						
	N 78° E	4.00						
	S 74° E	5.50						
	S 64° E	2.50						
	N 82° E	3.50						
	S 47° E	14.00						
	S 34° E	6.21						
	S 68° E	5.50						
	S 44° E	5.50						
	S 22° E	6.50						
	S 70° E	7.00						
	N 86° E	4.50						
5	S 64° E	8.00						
	S 63° E	12.00						
	S 61° E	4.00						
	N 71° E	7.50						
	N 80° E	8.50						
	S 82° E	3.00						
	S 68° E	6.00						
	N 78° E	3.50						
	N 76° E	4.00						
	S 89° E	6.00						
	S 69° E	6.00						
	S 28° E	6.50						
24	S 24° E	5.50						

Total number of Acres 11,343.74					
Surveys Designated.	By Whom Surveyed.	Date of Contract.	Amount of Surveys. M. Ch ^s Lk ^s	When Surveyed.	When Charged in the Sur ^t Gen ^l 's acc ^t
Township lines.	A. G. Ellis	May 13, 1843	13. 77. 32	June 1843	1 st Qr. 1844
Subdivisions.	John Baunister	August 10 th 1843	38. 72. 54	4 th Qr. 1843	4 th Qr. 1844

The above Map of Township N^o 21 North, of Range N^o 18 East of the 4th Principal Meridian, Wisconsin Territory is strictly conformable to the field notes of the survey thereupon filed in this Office, which have been examined and approved.

Surveyor General's Office, *Geo. H. Jones* Sur^t Gen^l.
Dubuque July 29th 1847.



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>

August 4, 2025

PETITION FILE NO. 14774

LAURIE DECKER, CLERK
VILLAGE OF LITTLE CHUTE
108 W MAIN ST
LITTLE CHUTE, WI 54140-1750

CORY SWEDBERG, CLERK
TOWN OF VANDENBROEK
W2030 COUNTY ROAD JJ
KAUKAUNA, WI 54130-9419

Subject: ENRIQUEZ ANNEXATION

The proposed annexation submitted to our office on July 15, 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 Little Chute, which is able to provide needed municipal services.

Note: The southern 33 feet of the adjacent W. Evergreen Drive right of way should be included in the metes and bounds description and area of the territory to be annexed.

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 14774 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=2848>

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

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner