

Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
101 E. Wilson Street, 9th Floor
Madison WI 53703
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview/>

Petitioner Information

Name: Lake Mills School District
Address: 120 E. Lake Park Place
Lake Mills, WI 53551
Email: nick.behselich@lakemills.k12.wi.us

Office use only:

RECEIVED
July 27, 2025
Municipal Boundary Review
Wisconsin Dept. of Admin.

1. Town where property is located: Town of Lake Mills
2. Petitioned City or Village: City of Lake Mills
3. County where property is located: Jefferson
4. Population of the territory to be annexed: 0
5. Area (in acres) of the territory to be annexed: 3.377
6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel): 2

Petitioners phone:
920-648-2215
Town clerk's phone:
City/Village clerk's phone:
(920)648-2344

Contact Information if different than petitioner:

Representative's Name and Address: Phone: E-mail:	Surveyor or Engineering Firm's Name & Address: Kristin J. Belongia, PLS (R.H. Batterman & Co. Inc.) 2857 Bartells Drive Beloit, WI 53511 Phone: 608-365-4464 E-mail: kbelongia@rhbatterman.com
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Required Items to be provided with submission (to be completed by petitioner):

1. Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
2. Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
3. Signed Petition or Notice of Intent to Circulate is included
4. Indicate Statutory annexation method used:
 - Unanimous per s. 66.0217 (2), or
 - OR
 - Direct by one-half approval per s. 66.0217 (3)
5. Check or money order covering review fee [see next page for fee calculation]

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)**

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: 7-27-25

Payee: LAKE MILLS AREA SCHOOL DISTRICT

Check Number: 165338

Check Date: 7-18-25

Amount: \$950

**ANNEXATION APPLICATION PACKET
CITY OF LAKE MILLS**

**NOTE: YOU MUST ALSO SUBMIT AN ANNEXATION PETITION
IN ACCORDANCE WITH WISCONSIN STATUTES 66.0217**

Property Owner *(Please Type or Print)*
 Name Lake Mills Area School District
 Address 120 E. Lake Park Place
 City Lake Mills, WI 53551
 Telephone(s) 920-648-2215
 Mobil No. _____
 Fax No. _____
 E-Mail nick.behselich@lakemills.k12.wi.us

Owner's Agent *(Please Type or Print)*
 Name Kristin J. Belongia, PLS (R.H. Batterman & Co.)
 Address 2857 Bartells Drive
 City Beloit, WI 53511
 Telephone(s) 608-365-4464
 Mobil No. 262-930-3146
 Fax No. _____
 E-Mail kbelongia@rhbatterman.com

1. Attach the Annexation petition (with legal description) and scaled map to this application.

Annexations (attachments) From the Town of Lake Mills.

All proposed annexations from the Town of Lake Mills are required to comply with the procedures contained in the Municipal Boundary Agreement between the City of Lake Mills and the Town of Lake Mills.

Annexations From the Town of Aztalan and Town of Milford.

Pursuant to Wisconsin Statutes 66.0217(14), the City of Lake Mills is required to pay annually to these towns, for 5 years, an amount equal to the amount of property taxes that the town levied on the annexed territory, as shown by the tax roll under §70.65, in the year in which the annexation is final. As a condition of annexation, the City of Lake Mills requires that the petitioner inform the City of the property taxes liability.

List the Town tax key number, acreage and equalized (full) value of each parcel as last assessed by the township.

Parcel	Town Tax Key #	Acreage	Equalized (full) value (land) (Improvements)		(Total) (Value)	Current Year Taxes
1	018-0713-0133-003	1.58	0	0	0	7.16
2	018-0713-0133-004	1.539	0	0	0	7.16
3						
4						
					Annual Total	
					\$	14.32
					5 X Total \$	71.60

3. List the population of the parcel(s) proposed to be annexed.

Adults (18 years and over) 0
 Children (5-17 years) 0
 Children (1-4 years) 0
 Total 0

4. List the current use(s) of the land which is proposed to be annexed. If more than one general use, record the acreage of each use.

Business (vacant)

5. List the requested temporary zoning district(s) pursuant to the City Zoning Code.

PB

6. List the existing town or extraterritorial zoning district(s) of the parcel(s).

B

7. Does this property contain Jefferson County Shoreland or Wetland zoning?

yes no If yes, the required Annexation map is required to identify all County Shoreland or Wetland boundaries.

8. Does the property contain floodplain? yes no

9. Is this land zoned "exclusive agriculture" by the Town and has the property owner participated in a Farmland Preservation Program?

yes no If yes, see acknowledgements

ACKNOWLEDGEMENTS

1. It is City of Lake Mills policy to require of all landowners filing an annexation petition to provide prior to City Council action on the petition, A) the dedication by deed of any required street or highway right-of-way in accordance with the City's Official Map, B) the payment of any existing special assessments and, C) the submission of a Certified Survey Map consistent with city code. These requirements may be incorporated into an Annexation Agreement.

2. Pursuant to the Wisconsin Department of Agriculture, Trade and Consumer Protection, when land zoned for exclusive agricultural use is rezoned, tax credits paid out must be paid back to the State of Wisconsin. You are required to complete and submit to the Department of Agriculture a Notice of Rezoning or Conditional Use/Special Exception.

3. The required annexation application fee is payable to "The Wisconsin Department of Administration" which covers the required state review costs.

4. The applicant will need to file a separate zoning amendment application for permanent zoning.

5. I ACKNOWLEDGE THAT THE ATTACHED ANNEXATION PETITION AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH WISCONSIN STATUTES 66.0217, AND THAT I HAVE READ AND UNDERSTAND THE ANNEXATION PROCEDURES AND THAT FAILURE TO PROVIDE ALL REQUIRED MATERIALS AND FEES IN ACCORDANCE WITH THE ANNEXATION PROCEDURES AND WISC. STATS. 66.0217 MAY RESULT IN THIS APPLICATION BEING WITHHELD FOR CONSIDERATION BY THE CITY.



06/23/2025

Signature of PROPERTY OWNER Circulating the Petition

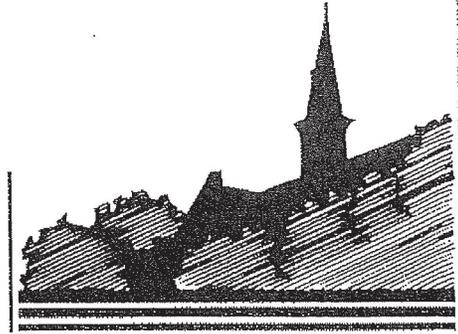
Date

Nick Behselich

Print name

City Of Lake Mills

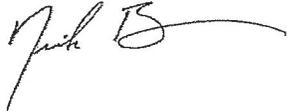
200D Water Street
Lake Mills, WI 53551
(920) 648-2344
FAX: (920) 648-2347
website: ci.lake-mills.wi.us



PETITION OF ELECTORS AND PROPERTY OWNERS TO THE CITY OF LAKE MILLS, JEFFERSON COUNTY

We, the undersigned, constituting all of the electors and all of the owners of real property in the following territory of the Town of Lake Mills, Jefferson County, Wisconsin, lying contiguous to the City of Lake Mills petition the honorable Common Council of the said City to annex the said territory described in the attached legal description document, and shown on the attached scale map to the City of Lake Mills, Jefferson County, Wisconsin.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities or other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioner	Date of Signing	Owner Elector (Mark with X)	Address or Description of Property
	06/23/2025	X	None (Lots 2 and 3 of CSM 2400 off Oasis Lane)

ANNEXATION PLAT

LOTS 2 & 3 OF CERTIFIED SURVEY MAP NO. 2400, RECORDED AS DOCUMENT NO. 865077, ALSO BEING PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 1, T. 7 N., R. 13 E., OF THE 4TH P.M., TOWN OF LAKE MILLS, JEFFERSON COUNTY, WISCONSIN.

LEGAL DESCRIPTION: of Lots 2 & 3 of Certified Survey Map No. 2400, recorded as Document No. 865077, also being part of the SW 1/4 of the SW 1/4 of Section 1, T. 7 N., R. 13 E., of the 4th P.M., Town of Lake Mills, Jefferson County, Wisconsin.

State of Wisconsin }
County of Rock } ss.
That I hereby certify that the Plat of Annexation as described and hereon drawn correctly represents said territory as described and said Plat is true and correct.

Dated this 17th day of June 2025.

Kristin J. Belongia
Kristin J. Belongia, P.L.S.
Wisconsin Professional Land Surveyor S-2943



DESCRIBED AS FOLLOWS: Commencing at the Southwest corner of Section 1 (T. 7 N., R. 13 E.); thence South 89°49'47" East along the South line of the Southwest 1/4 of aforesaid Section 1, a distance of 321.10 feet to a point; thence North 00°10'13" East, along the West line of Lot 4 of Certified Survey Map No. 2400, a distance of 729.21 feet to a point; thence South 84°59'50" East, along the North line of the aforesaid Lot 4, a distance of 307.16 feet to the Point of Beginning of the parcel hereinafter described; thence North 00°10'13" East, along the West line of Lot 3 of the aforesaid Certified Survey Map No. 2400, a distance of 441.06 feet to a point; thence North 88°54'20" East, along the North line of the Northeast corner of Lot 2 and 3, a distance of 300.08 feet to the aforesaid Certified Survey Map No. 2400; thence South 00°10'13" West, along the East line of the aforesaid Lot 2 extended, a distance of 531.04 feet to a point on the South right-of-way line of Oasis Lane; thence North 86°32'23" West, along the aforesaid right-of-way line, a distance of 169.60 feet to a point at the Northeast corner of Lot 1 of Certified Survey Map No. 4907; thence North 00°11'04" East along the East line of aforesaid Lot 1 extended a distance of 66.11 feet to a point on the North right-of-way line of Oasis Lane; thence North 86°32'23" West, along the aforesaid right-of-way line, a distance of 130.92 feet to the Point of Beginning. Containing 3.377 acres, more or less.

- LEGEND**
- Annexation Boundary Line
 - Existing Right-of-Way
 - Existing Adjacent Property
 - Existing Section Line
 - Existing Municipal Boundary

State of Wisconsin }
County of Jefferson } ss.
I, Melissa Quest, Clerk of the City of Lake Mills, Jefferson County, Wisconsin, do hereby certify that the above described parcel of real estate has by ordinance duly adopted by the City of Lake Mills, Jefferson County, Wisconsin, been annexed from the Town of Lake Mills, Jefferson County, Wisconsin, to the City of Lake Mills, Jefferson County, Wisconsin. That the Plat hereon drawn is a correct representation of the annexation of said territory.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the City of Lake Mills, Jefferson County, Wisconsin this—

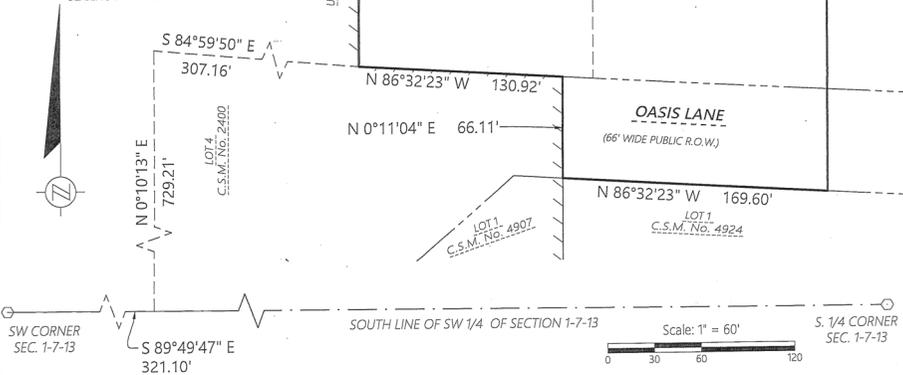
____ day of _____, 2025.

Melissa Quest, City Clerk

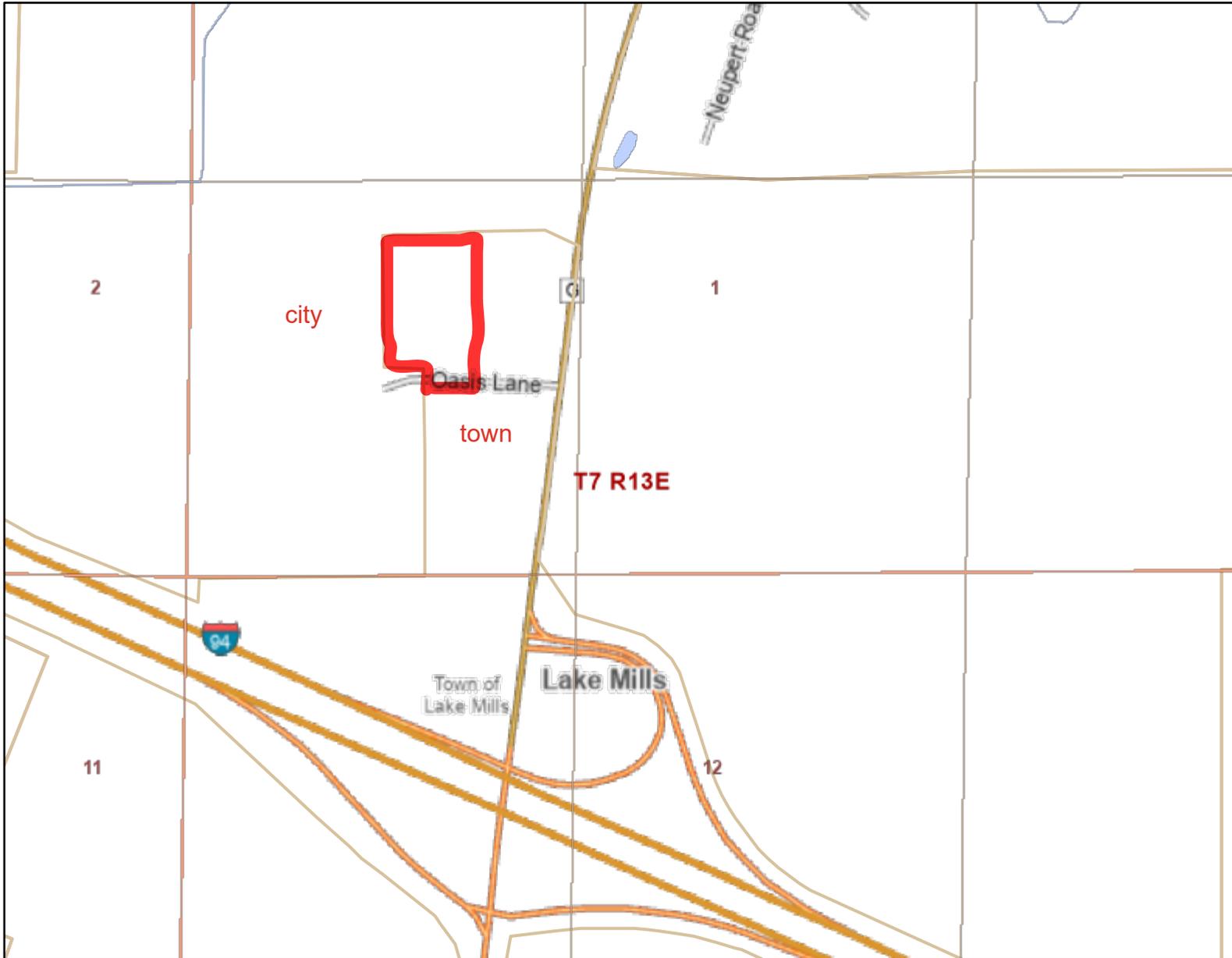
NOTE:
This Annexation Plat has been prepared from information in record platted, filed surveys and recorded deeds only.

DISTANCE UNITS BASED ON THE UNITED STATES SURVEY FOOT

BEARINGS BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, JEFFERSON ZONE. THE NORTH LINE OF "OASIS LN" BEARING N 86°32'23" W.



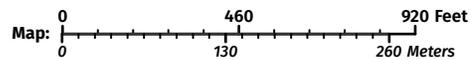
ORDER NO: 35479 DRAWN BY: JRT SHEET 1 OF 1	FOR THE EXCLUSIVE USE OF: Lake Mills Area School District 120 E Lake Park Place Lake Mills, WI 53551	<h2 style="margin: 0;">ANNEXATION PLAT</h2>
engineers surveyors planners BELOIT ELKHORN JANESVILLE 2857 S. Bartells Dr., Beloit, WI 53511 608.365.4464 www.rbatterman.com		



Legend: (some map layers may not be displayed)

-  Rivers and Streams
-  Intermittent Streams
-  Open Water
-  24K Intermittent Streams
-  24K Lakes and Open Water
-  24K Streams and Rivers
-  Township
-  Section
-  Quarter-Quarter
- Cities, Towns & Villages
-  City
-  Civil Town
-  City or Village
-  County Boundaries
- Major Roads
-  Interstate Highway
- County and Local Roads
-  County HWY
-  Local Road

Notes:



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

Map projection: NAD 1983 HARN Wisconsin TM

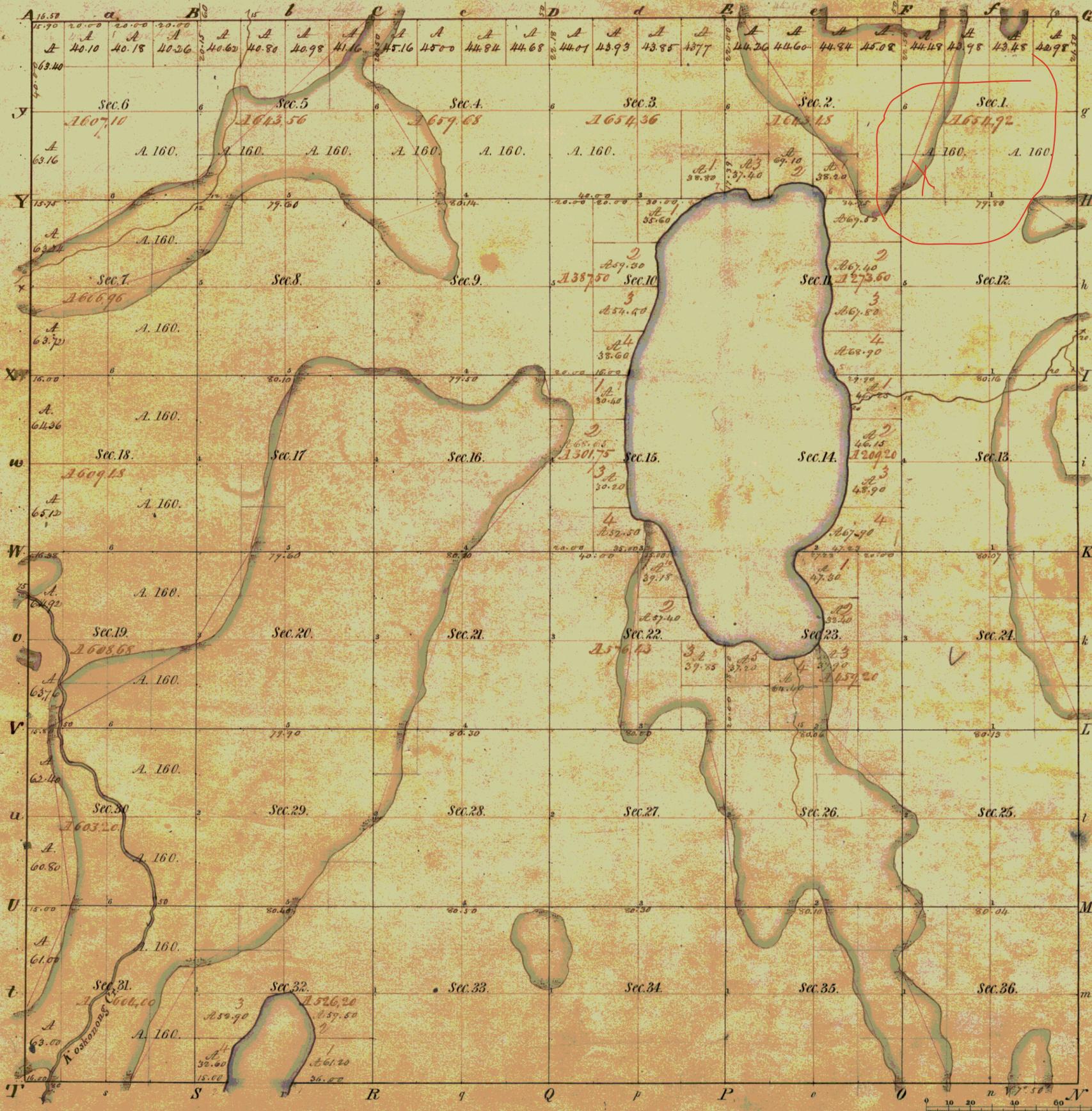
This map is a product generated by a DNR web mapping application.

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: 8/25/2025 11:10 AM

Township No 7, Range No 13 East 4th Mer. Wis. Ter.

13-4



Meanders of Lakes					
Posts	Courses	Ch. Lk.	Posts	Courses	Ch. Lk.
Lake in Section 22					
2	N 5 E	17.00	N 77 E	12.50	
	N 42 E	13.00	N 50 E	16.00	
	N 19 E	13.00	N 85 E	18.00	
	N 81 E	14.00	N 20 E	7.00	
	N 58 E	8.00	N 4 W	11.00	
	N 13 E	18.00	N 29 W	9.00	
	N 22 W	8.00	N 10 W	7.50	
	N 22 W	8.00	N 38 W	11.00	
1	N 38 W	12.70	N 42 E	3.00	
Lake in Sec. 23					
10, 11, 14, 15, 22, 23					
4	N 76 E	4.50			
	N 57 E	6.50			
	N 18 E	4.50			
	N 44 E	5.50			
	N 35 E	6.50			
	N 36 E	7.00			
	N 13 E	9.50			
	N 37 E	10.00			
	N 14 W	16.50			
	N 20 E	1.50			
	N 11 E	5.00			
	N 11 W	8.00			
	N 34 W	7.00			
	N 49 W	5.00			
5	N 53 W	2.50			
	N 37 W	5.00			
	N 26 W	7.50			
	N 9 W	8.50			
	N 21 E	11.00			
	N 9 W	5.50			
	N 3 W	7.10			
	N 4 W	7.50			
	N 18 E	5.50			
	N 34 W	3.50			
	N 12 W	7.50			
	N 4 W	10.00			
6	N 25 W	7.50			
	N 20 W	1.50			
	N 38 W	2.50			
	N 61 W	7.00			
	N 88 W	7.00			
	N 52 W	6.00			
	N 20 W	5.00			
	N 27 W	2.00			
	N 56 W	11.40			
	N 27 W	5.00			
	N 89 W	5.00			
7	N 72 W	3.50			
	N 75 W	5.00			
8	N 76 W	5.35			
	N 57 W	13.00			
	N 36 W	17.00			
	N 5 E	31.00			
	N 24 W	19.00			
9	N 14 W	23.00			
	N 5 W	19.00			
	N 1 E	26.00			
	N 9 E	18.00			
	N 69 E	16.00			
10	N 11 E	11.00			
	N 36 E	14.00			
	N 14 E	12.00			
	N 33 E	9.00			
3	N 45 E	15.75			

Meanders of Lakes

Total number of Acres. 21,149.30

Surveys Designated	By Whom Surveyed	Date of Contract	Amount of Surveys	When Surveyed	When p ^d for and ch ^d in the Sur ^r Gen ^l acc ^t
Township lines	Mallett & Runkle	29 July 1833	M. Ch. Lks. 23,74.00	1 st of 1834	3 rd of 1834
Subdivisions	James B. Mallett	15 th April 1836	62.21.77	14 th of 1836	1 st of 1837

The above Map of Township No 7 of Range No 13 E. of the 4th Principal Meridian Wisconsin Ter. 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, Oct. 4, 1836

Ros. Lytle Sur. Genl.



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY-DESIGNEE

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 25, 2025

PETITION FILE NO. 14785

MISTY QUEST, CLERK
CITY OF LAKE MILLS
200D WATER ST
LAKE MILLS, WI 53551-1632

ROBIN UNTZ, CLERK
TOWN OF LAKE MILLS
1111 S MAIN STREET
LAKE MILLS, WI 53551-1816

Subject: LAKE MILLS SCHOOL DISTRICT ANNEXATION

The proposed annexation submitted to our office on July 28, 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 LAKE MILLS**, 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 14785 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=2859>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner