

## PETITION FOR DIRECT ANNEXATION

TO: Waupun Common Council  
Ms. Angela Hull, City Clerk  
201 East Main Street  
Waupun, WI 53963-0232

Jason R. Engelhardt and Emily J. Engelhardt ("the petitioners") respectfully petition the City of Waupun for annexation, in accordance with Chapter 66 of the Wisconsin Statutes, as follows:

1. The real estate to be annexed to the City of Waupun ("the real estate") is presently located in the Town of Waupun and is legally described on Exhibit A to this petition, which is attached and incorporated here by reference.

2. Jason R. Engelhardt and Emily J. Engelhardt are the owners of all of the real estate proposed for annexation. Jason R. Engelhardt and Emily J. Engelhardt are the only qualified electors residing on the real estate proposed for annexation.

3. The real estate is contiguous to the City of Waupun, and is not presently served by any public water or sewer facility.

4. A scale map showing the real estate to be annexed and its proximity to the present corporate limits of the City of Waupun is included on Exhibit B to this petition, which is attached and incorporated here by reference.

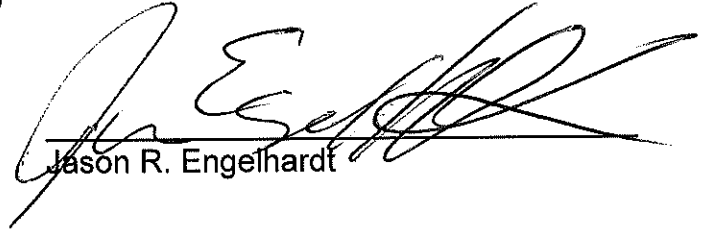
5. Simultaneously with the filing of this petition the petitioners are filing a copy of the petition and map with the Clerk of the Town of Waupun, and the Department of Administration, 101 E. Wilson Street, 10<sup>th</sup> Floor, Madison, Wisconsin, 53702-0001.

WHEREFORE, the petitioners respectfully request the following:

(a) The real estate be annexed to the City of Waupun.

- (b) The real estate be zoned in the R-1 Single Family Residential District.
- (c) The real estate be provided with sewer and water service.
- (d) The real estate be placed in Ward 11 of the Sixth Aldermanic District

Dated this 12<sup>th</sup> day of August, 2025.

  
\_\_\_\_\_  
Jason R. Engelhardt

  
\_\_\_\_\_  
Emily J. Engelhardt

EXHIBIT A

ANNEXATION REAL ESTATE  
DESCRIPTION

Lands being Lot 3 & the east 40 feet of Lot 4, Block 3 of Harry H. Hoard Hawthorn Park and being located in the SW 1/4 of the NE 1/4 of Section 32, Town 14 North, Range 15 East, in the Town of Waupun, Fond du Lac County, Wisconsin.

**COMMENCING** at the North 1/4 Corner of Section 32, Town 14 North, Range 15 East in the Town of Waupun, Fond du Lac County, Wisconsin, thence S 89°55'31" E, 1155.54 feet along the north line of the NE 1/4 of said Section 32 to the northerly extension of the east line of Lot 3, Block 3 of Harry H. Hoard Hawthorn Park; thence S 02°22'47" W, 1320.74 feet along the northerly extension of the east line of Lot 3, Block 3 of Harry H. Hoard Hawthorn Park to the northeast corner of said Lot 3 and the **POINT OF BEGINNING**; thence continuing S 02°22'47" W, 178.52 feet along the east line of Lot 3, Block 3 of Harry H. Hoard Hawthorn Park and its southerly extension thereof to the centerline of Hawthorne Drive; thence N 89°58'12" W, 95.08 feet along the centerline of Hawthorne Drive to the southerly extension of the west line of the east 40 feet of Lot 4, Block 3 of Harry H. Hoard Hawthorn Park; thence N 02°22'47" E, 178.56 feet along the west line of the east 40 feet of Lot 4, Block 3 of Harry H. Hoard Hawthorn Park and its southerly extension thereof to the north line of said Lot 4; thence S 89°56'51" E, 95.08 feet along the north line of Lots 3 & 4, Block 3 of Harry H. Hoard Hawthorn Park to the **POINT OF BEGINNING**.

Property Address: W11415 Hawthorne Drive, Waupun, WI 53963

Tax Parcel Number: T21-14-15-99-HA-120-00

**EXHIBIT B**

**SCALE MAP OF REAL ESTATE  
TO BE ANNEXED**



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FUNDING | PLANNING | ENVIRONMENTAL  
201 Corporate Drive, Beaver Dam WI 53916  
(920) 887-4242 www.msa-ps.com  
© MSA Professional Services, Inc.

PROJECT NO. 00212056

SURVEYOR B. BUCHDA

DRAWN BY:

FILE: HAWTHORN DRIVE ANNEXATION.DWG

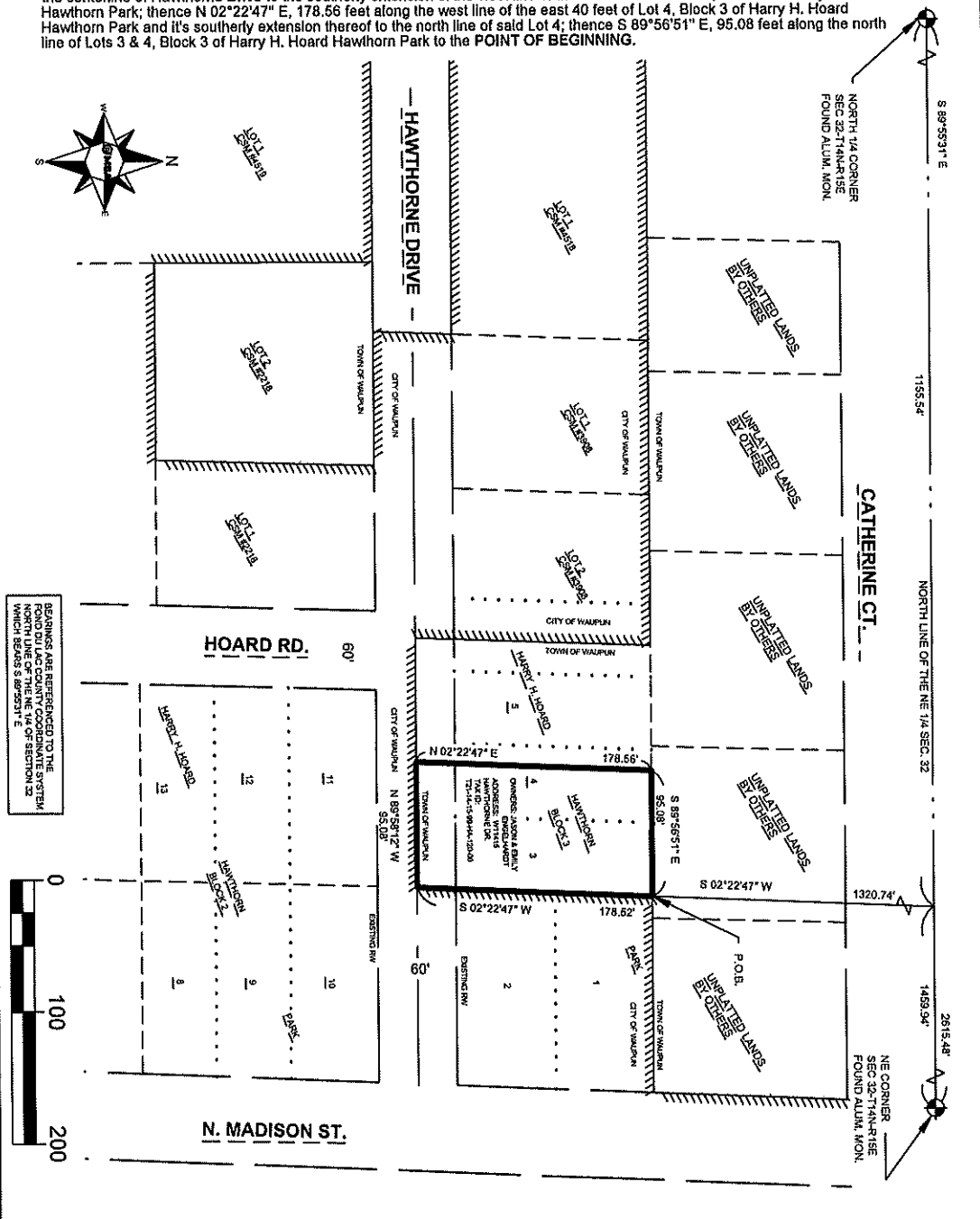
SHEET NO. 1 OF 1

## ANNEXATION MAP

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**VANDE ZANDE & KAUFMAN, LLP**  
**ATTORNEYS AT LAW**

408 EAST MAIN STREET  
POST OFFICE BOX 430  
WAUPUN, WISCONSIN 53963-0430  
(920) 324-2951  
FACSIMILE (920) 324-2968

DANIEL L. VANDE ZANDE, JD, PhD  
COURT COMMISSIONER  
[dan@vklaw.us](mailto:dan@vklaw.us)

SAM KAUFMAN  
COURT COMMISSIONER  
[sam@vklaw.us](mailto:sam@vklaw.us)

CLARENCE VANDE ZANDE  
1952 -1999

August 18, 2025

Ms. Angela Hull  
Waupun City Clerk  
201 East Main Street  
Waupun, WI 53963

*Re: Annexation Petition of Jason and Emily Engelhardt*

Dear Angie:

I enclose to you the original Petition for direct annexation to the City of Waupun of real estate owned by Jason and Emily Engelhardt. I understand that they have already paid the municipal filing fee in this respect. This real estate is currently located in the Town of Waupun and I am therefore sending a copy of the petition to the Town Clerk on this date. I am also sending a copy of the petition to the Wisconsin Department of Administration, and I am electronically filing the Request for Annexation Review, and the statutory review fee.

Please notify Mr. and Mrs. Engelhardt when the petition is scheduled before the Waupun Common Council. Thank you. If you have any questions, please contact me.

Sincerely,

Daniel L. Vande Zande

DVZ/cj

enc.

cc: ✓ Wisconsin Department of Administration, w/ enc.  
Clerk, Town of Waupun, w/ enc.  
Jason and Emily Engelhardt

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Dated this 10<sup>th</sup> day of August, 2025.

  
\_\_\_\_\_  
Jason R. Engelhardt

  
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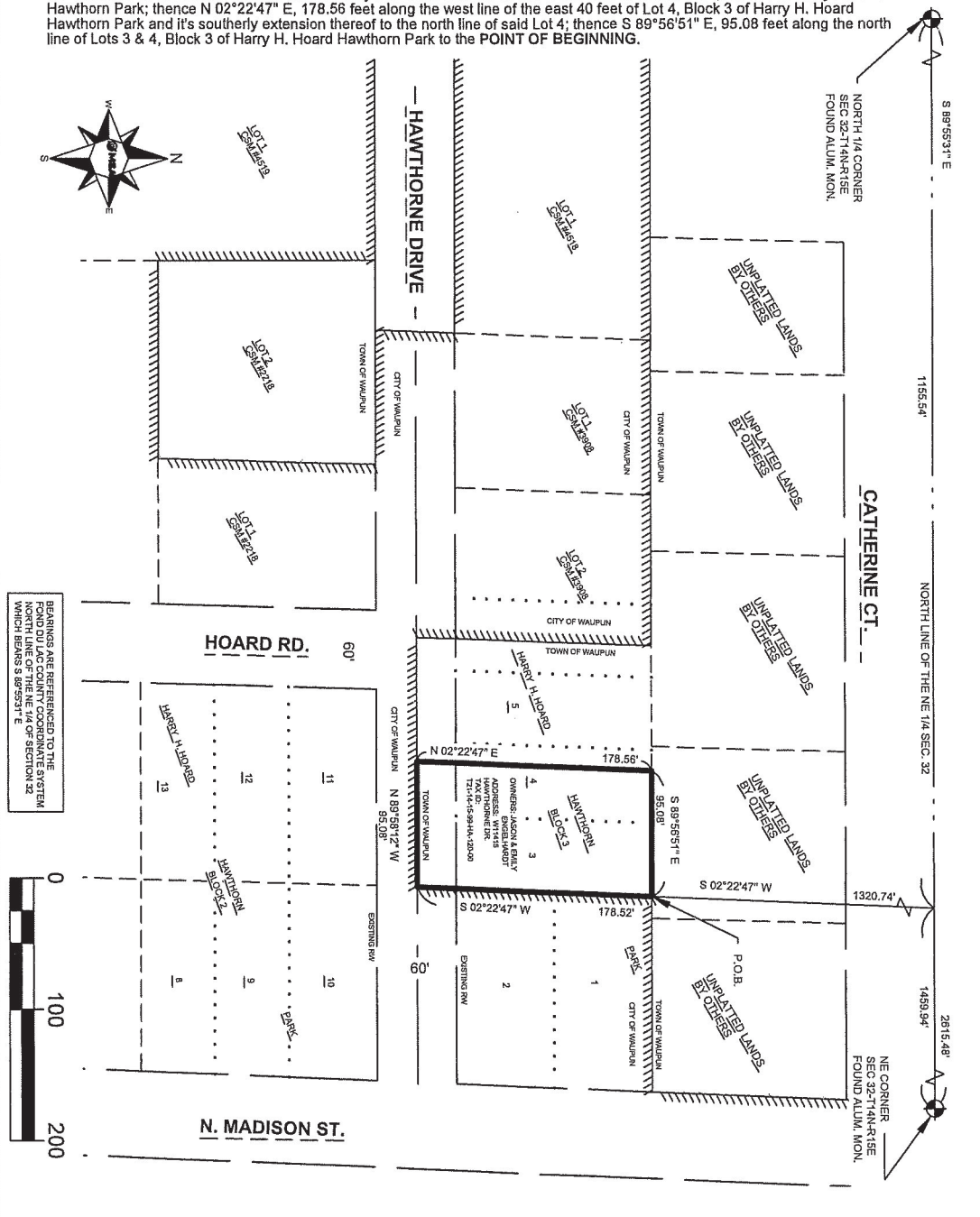
PROJECT NO. 00212056  
SURVEYOR B. BUCHDA  
DRAWN BY:  
FILE: HAWTHORN DRIVE ANNEXATION.DWG  
SHEET NO. 1 OF 1

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# 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: **Engelhardt**

Petition Number: **14790**

1. Territory to be annexed: From **TOWN OF WAUPUN** To **CITY OF WAUPUN**

2. Area (Acres): 0.324

3. Pick one: ☐ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 2664.45

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 1541.60

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: 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: N/A

8. What is the **nature of land use adjacent** to this territory in the city or village?

RESIDENTIAL

In the town?: RESIDENTIAL

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: \_\_\_\_\_

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11. Planning & Zoning:

a. Do you have a comprehensive plan for the City/Village/Town? ☒ Yes ☐ No

Is this annexation consistent with your comprehensive plan? ☒ Yes ☐ No

b. How is the annexation territory now zoned? RESIDENTIAL

c. How will the land be zoned and used if annexed? R-1 SINGLE FAMILY RESIDENTIAL DISTRICT

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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: ANGELA HULL

Email: [angie@cityofwaupunwi.gov](mailto:angie@cityofwaupunwi.gov)

Phone: 920-324-7915

Date: 9/8/25

---

Please **RETURN PROMPTLY** to:

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

Municipal Boundary Review

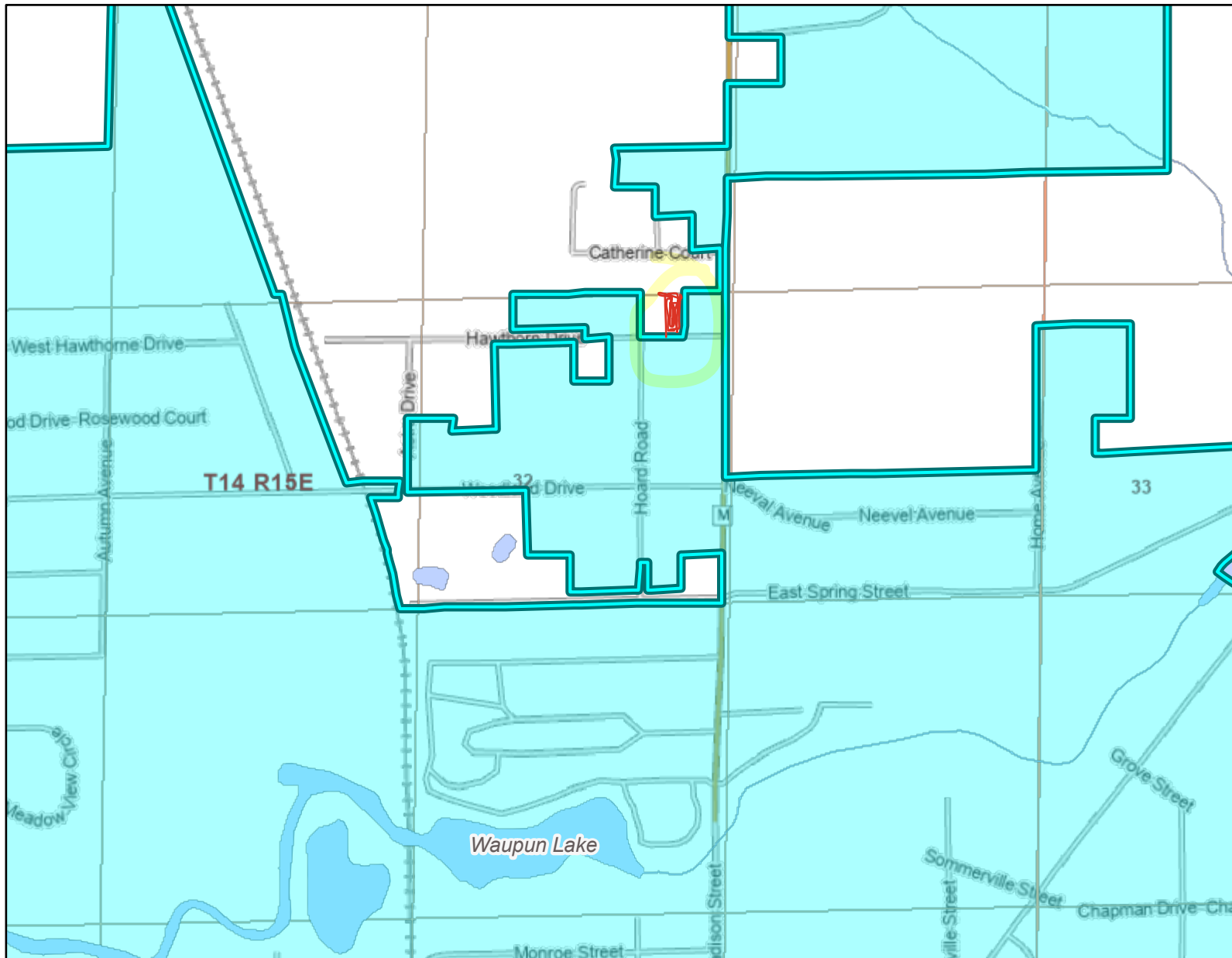
PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

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(March 2018)





**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
- County and Local Roads
- County HWY
- Local Road
- Railroads

**Notes:**



Map: 0 580 1,160 Feet  
0 170 340 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: 9/1/2025 8:07 AM











TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

**Municipal Boundary Review**

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

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

Web: <http://doa.wi.gov/municipalboundaryreview>

September 8, 2025

PETITION FILE NO. 14790

ANGELA J HULL, CLERK  
CITY OF WAUPUN  
201 E MAIN STREET  
WAUPUN, WI 53963-2019

AMY EWERDT, CLERK  
TOWN OF WAUPUN  
807 EAST FRANKLIN ST  
WAUPUN, WI 53963-1041

Subject: ENGELHARDT ANNEXATION

The proposed annexation submitted to our office on August 18, 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 Waupun, 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 14790 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=2864>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner