

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>

Petitioner Information

Name: **Seneca Foods Corporation - Brian Kowald**

Phone: **920.348-2232**

Email: **bkowald@senecafoods.com**

Contact Information if different than petitioner:

Representative's Name: **R.H. Batterman & Co. Inc. (Kristin J. Belongia)**

Phone: **608-365-4464**

E-mail: **kbelongia@rhhatterman.com**

1. Town where property is located: **Courtland**

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

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

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

5. Area (in acres) of the territory to be annexed: **13.848**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
11008-139

Include these required items with this form:

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 [see attached annexation guide]
4. ☒ Check or money order covering review fee [see next page for fee calculation]

(2021)

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

\$800 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

\$1,150 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**

Date fee & form received: 9-29-25 Shaded Area for Office Use Only

Payer: RH Batterman & Co

Check Number: 71946

Check Date: 9-5-25

Amount: \$1150

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).

September 19, 2025

Mr. Erich Schmidtke
WI Dept. of Administration
Municipal Boundary Review
PO Bos 1645
Madison, WI 53701

RE: Annexation Petition – Tax Parcel #11008-139
Owner: Seneca Foods Corporation

Dear Mr. Erich Schmidtke:

Attached please find the Request for Annexation Review and copies of the Unanimous Petition for Direct Annexation and Annexation Plat and Legal Description to accompany a check previously submitted. If there are any questions or you need any additional information, please contact the Owner or me at kbelongia@rhbatterman.com or at 262-930-3146.

Respectfully,

R.H. BATTERMAN & CO., INC.
Engineers | Surveyors | Planners



Kristin J. Belongia, PLS
Vice President of Survey

Pc: Seneca Foods Corporation, Owner
Town of Courtland

**UNANIMOUS PETITION FOR DIRECT ANNEXATION
UNDER §66.0217(2), WIS. STATS.**

To the Village Board of the Village of Cambria, Columbia County, Wisconsin:

1. The undersigned hereby petitions the Village of Cambria for direct annexation of the territory described on Exhibit A hereto to the Village of Cambria, Columbia County, Wisconsin, thereby detaching the territory from the Town of Courtland, Columbia County, Wisconsin, pursuant to Wis. Stat. §66.0217(2). The territory to be annexed is Town of Courtland Tax Parcel #11008-139.
2. Attached hereto as Exhibit B is a scale map which accurately reflects the legal description of the property to be annexed and the boundary of the annexing Village and includes a graphic scale on the face of the map.
3. The current population of the territory proposed to be annexed is zero (0).
4. The petition has been signed by all the owners of all of the land within the territory proposed to be annexed.
5. Seneca Foods Corporation is the owner of land.
6. There are no electors residing within the territory.
7. The undersigned requests that the territory proposed to be annexed be temporarily zoned "Multiple-Family and Mobile Home Residential District (R-3)". In the event the territory proposed to be annexed is not annexed, the property shall revert to "Agricultural" zoning.
8. Owners of all land within the territory to be annexed:
 - a. Name of Owner: Seneca Foods Corporation
Address of Owner: 801 W. Commerce Street
PO Box 237
Cambria, WI 53923

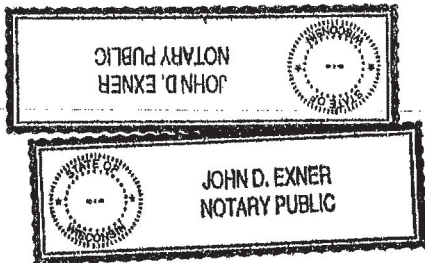
Owner:
Seneca Foods Corporation

By: [Signature], SUP OF OPERATIONS

Date: 9/10/25

STATE OF WISCONSIN)
)SS.
COUNTY OF Rock)

Personally came before me on this 18th day of SEPTEMBER, 2025 the above
named Tim Nelson, to be known to be the person executed the
foregoing instrument and acknowledged the same.



[Signature]
Notary Public, Rock County, WI

My Commission: —

My Commission is Permanent

EXHIBIT A

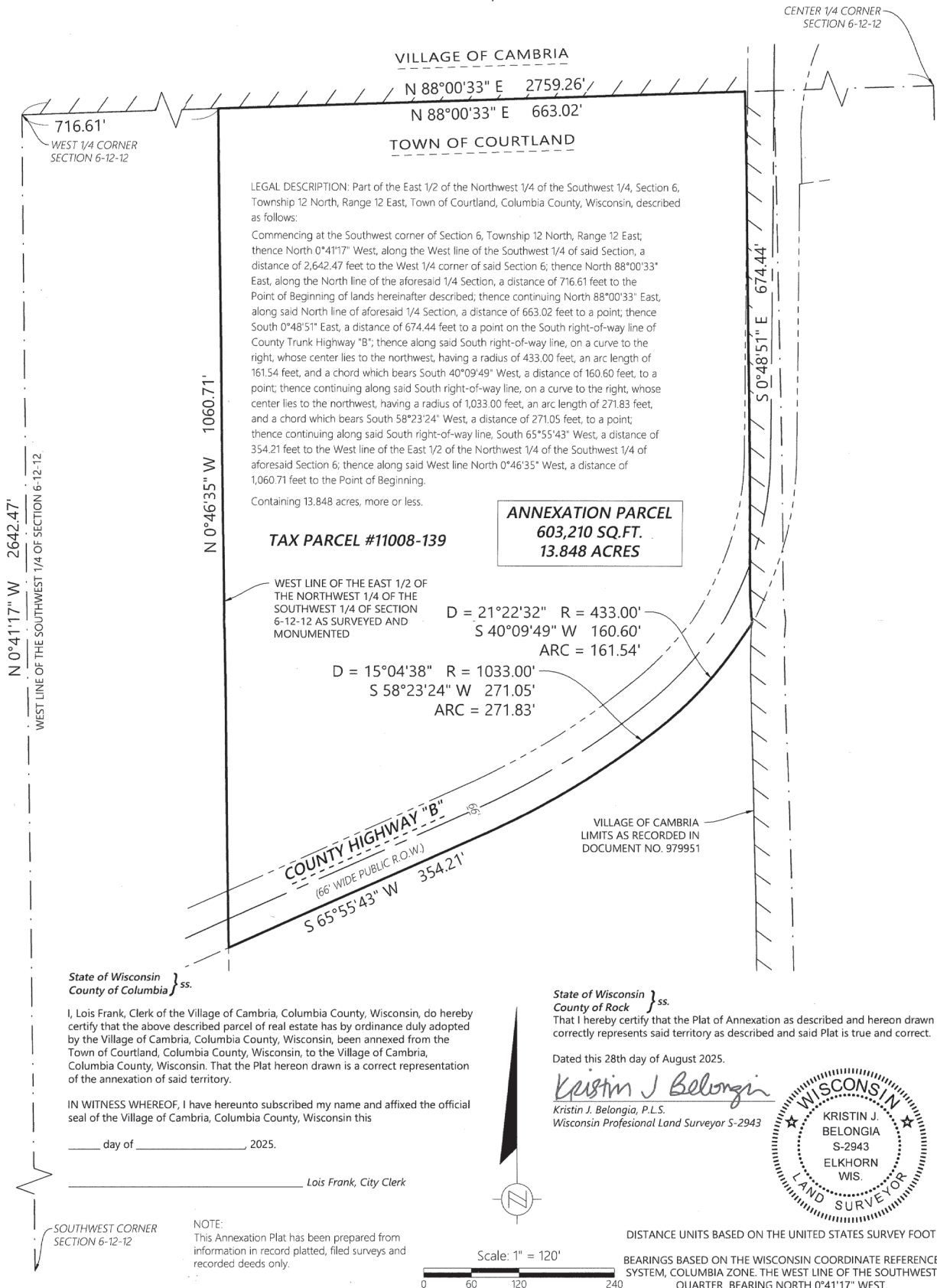
LEGAL DESCRIPTION: Part of the East 1/2 of the Northwest 1/4 of the Southwest 1/4, Section 6, Township 12 North, Range 12 East, Town of Courtland, Columbia County, Wisconsin, described as follows:

Commencing at the Southwest corner of Section 6, Township 12 North, Range 12 East; thence North $0^{\circ}41'17''$ West, along the West line of the Southwest 1/4 of said Section, a distance of 2,642.47 feet to the West 1/4 corner of said Section 6; thence North $88^{\circ}00'33''$ East, along the North line of the aforesaid 1/4 Section, a distance of 716.61 feet to the Point of Beginning of lands hereinafter described; thence continuing North $88^{\circ}00'33''$ East, along said North line of aforesaid 1/4 Section, a distance of 663.02 feet to a point; thence South $0^{\circ}48'51''$ East, a distance of 674.44 feet to a point on the South right-of-way line of County Trunk Highway "B"; thence along said South right-of-way line, on a curve to the right, whose center lies to the northwest, having a radius of 433.00 feet, an arc length of 161.54 feet, and a chord which bears South $40^{\circ}09'49''$ West, a distance of 160.60 feet, to a point; thence continuing along said South right-of-way line, on a curve to the right, whose center lies to the northwest, having a radius of 1,033.00 feet, an arc length of 271.83 feet, and a chord which bears South $58^{\circ}23'24''$ West, a distance of 271.05 feet, to a point; thence continuing along said South right-of-way line, South $65^{\circ}55'43''$ West, a distance of 354.21 feet to the West line of the East 1/2 of the Northwest 1/4 of the Southwest 1/4 of aforesaid Section 6; thence along said West line North $0^{\circ}46'35''$ West, a distance of 1,060.71 feet to the Point of Beginning.

Containing 13.848 acres, more or less.

EXHIBIT B
ANNEXATION PLAT

PART OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4,
SECTION 6, TOWNSHIP 12 NORTH, RANGE 12 EAST, TOWN OF COURTLAND,
COLUMBIA COUNTY, WISCONSIN



ORDER NO: 35637

FIELD CREW: DGM
DRAWN BY: JRT
SHEET 1 OF 1

FOR THE EXCLUSIVE USE OF:
SENECA FOODS CORPORATION
801 W. COMMERCE STREET
PO BOX 237
CAMBRIA, WI 53923

ANNEXATION PLAT

Batterman
engineers surveyors planners
BELOIT | ELKHORN | JANESVILLE
2857 S. Bartells Dr., Beloit, WI 53511
608.365.4464 | www.rhbatterman.com

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

Petitioner: **Seneca Foods Corporation**

Petition Number: **14806**

1. Territory to be annexed: From **TOWN OF COURTLAND**

To **VILLAGE OF CAMBRIA**

2. Area (Acres): 13,848

3. Pick one: ☒ Property Tax Payments

OR

☐ Boundary Agreement

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

\$ 157.82

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 789.10

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: _____% Commercial: _____% Industrial: 80%

Undeveloped: 20%

Ag use

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

Residential: _____% Recreational: _____% Commercial: _____% Industrial: 100%

Other: _____%

worker housing

Comments: _____

7. Has a ☒ preliminary or ☐ final plat been submitted to the Plan Commission: ☒ Yes ☐ No

Plat Name: Annexation Plat

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

industrial

In the town?: ag + 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. 1

1

Water Supply immediately

☒

☐

or, write in number of years. 1

1

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: potentially lift station

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? ag and undeveloped

c. How will the land be zoned and used if annexed? industrial - used for worker housing complex

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: Lois Frank

Email: Cambria@centurytel.net

Phone: 920-348-5443

Date: 9/30/25

(March 2018)

Please **RETURN PROMPTLY** to:

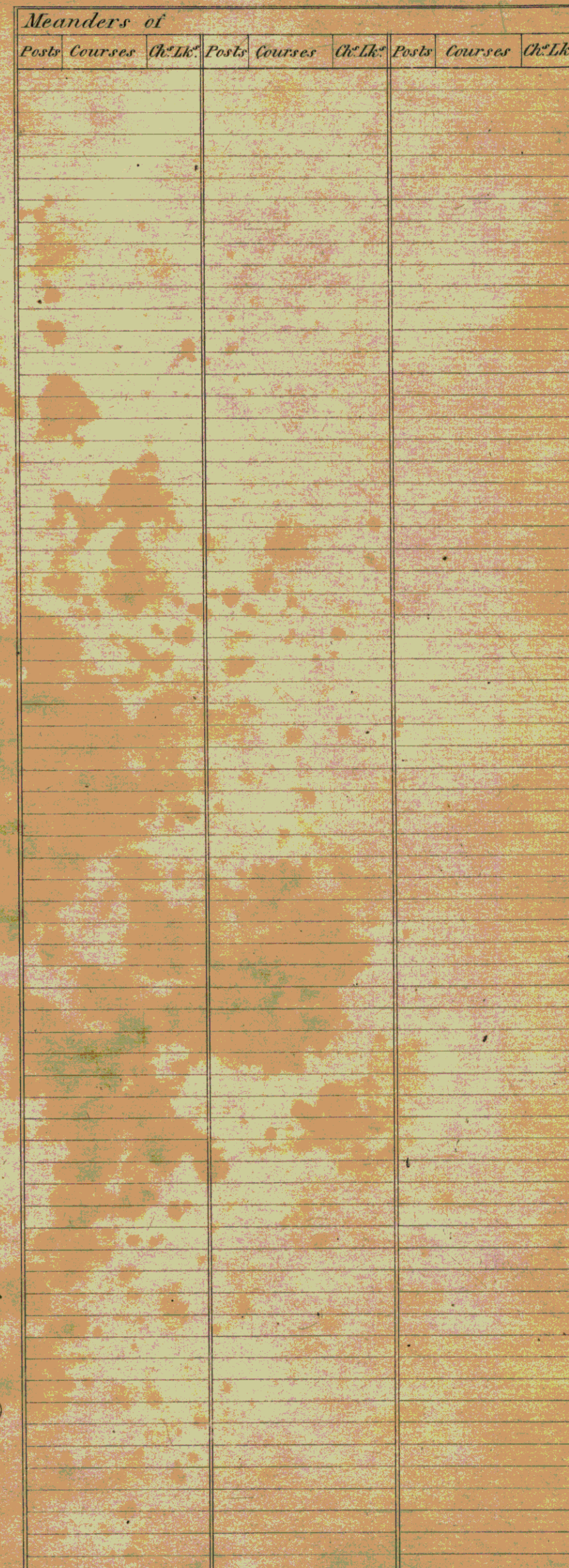
wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

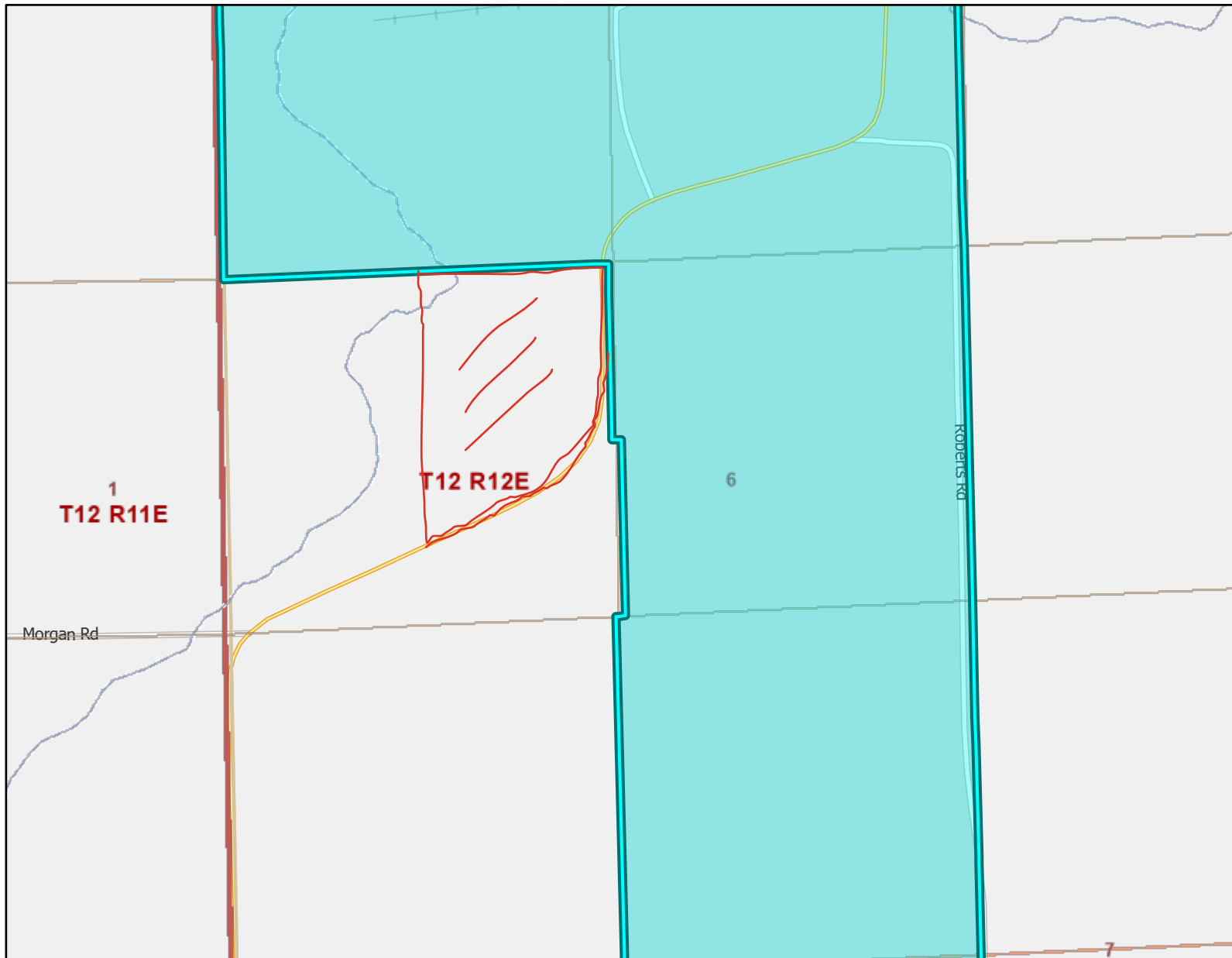
Fax: (608) 264-6104

H. Muller 12-12
4th N.Y. Ser



Total Number of 12000.					
<i>Surveys Designated</i>	<i>By Whom Surveyed</i>	<i>Date of Contract</i>	<i>Amount of Surveys</i>	<i>When Surveyed</i>	<i>When paid for and charged in the Sur. Gen. ^ls acc^t</i>
<i>Township lines</i>	<i>Mullett & Drink</i>	<i>9th July 1833</i>	<i>M. Ch^s Lks.</i> <i>24 " 03 " 54</i>	<i>2nd of 1834</i>	<i>3rd of 1834</i>
<i>Subdivisions</i>	<i>A. H. Mullett</i>	<i>4th Sept. 1834</i>	<i>60 " 04 " 05</i>	<i>4th of 1834</i>	<i>3rd of 1835</i>

Surveyor General's Office,
Cincinnati, Oct. 1. 1835 } Robt. Lytle Sur. Genl.



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

Notes:



Map: 0 510 1,020 Feet
0 150 300 Meters

Service Layer Credits:
DNR Basic Feature Vector Tile Layer WTM: , Cadastral: , 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: 10/18/2025 7:47 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

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

October 20, 2025

PETITION FILE NO. 14806

LOIS FRANK, CLERK
VILLAGE OF CAMBRIA
PO BOX 295
CAMBRIA, WI 53923-0295

LINDSAY VREE, CLERK
TOWN OF COURTLAND
PO BOX 74
RANDOLPH, WI 53956-0074

Subject: SENECA FOODS CORPORATION ANNEXATION

The proposed annexation submitted to our office on September 29, 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 Cambria, 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 14806 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=2880>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner