



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 261-6097 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.gov

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

April 03, 2026

PETITION FILE NO. 14836

DARLA SALINAS, CLERK
CITY OF OSHKOSH
PO BOX 1130
OSHKOSH, WI 54903-1130

JEANNETTE MERTEN, CLERK
TOWN OF OSHKOSH
1076 COZY LN
OSHKOSH, WI 54901-1404

Subject: MELLENTHIN ANNEXATION

The proposed annexation submitted to our office on March 16, 2026, 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 OSHKOSH**, 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 14836 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=2911>
Please call me at (608) 261-6097, should you have any questions concerning this annexation review.

Sincerely,

A handwritten signature in black ink, appearing to read "Bradley T. Vowels-Katter".

Bradley T. Vowels-Katter
Municipal Boundary Review – DOA
Direct (608) 261-6097
bradley.vowelskatter@wisconsin.gov
<http://doa.wi.gov/municipalboundaryreview>

cc: petitioner

923
2
7

NORTHWEST CORNER
SECTION 12-18-16
(BERNTSEN MONUMENT)

WEST LINE OF THE NORTHWEST 1/4 SECTION 12-18-16

S01°13'01"E 660.41'

CSM 4728
LOT 1

ID: 91519590201

ANNEXATION AREA:
45,000 SQUARE FEET/
1.033 ACRES

PARCEL 018020001
(2732 JACKSON STREET)

TO BE ZONED:
SUBURBAN MIXED USE (SMU)

RECEIVED

FEB 20 2026

CITY CLERK'S OFFICE

POINT
OF
BEGINNING

N89°04'04"E 300.00'

City of Oshkosh

Town of Oshkosh

NW 1/4, NW 1/4
SECTION 12-18-16

ID: 018020001

ID: 018020002

N01°13'01"W 150.00'

S01°13'01"E 150.00'

S89°04'04"W 300.00'

ID: 018020003

CSM 1388

LOT 1

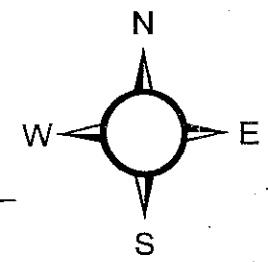
LOT 2

ID: 01802000

Town of Oshkosh

City of Oshkosh

(97 H.S. 1S)



NORTH IS REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST.

6

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://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: **Anne M. Mellenthin & Michael V. Mellenthin**

Phone: ANNE: 920-379-4328, MICHEAL: 920-284-2345

Email: annecleaver22@gmail.com

Contact Information if different than petitioner:

Representative's Name: **Jeffrey Nau, City of Oshkosh Department of Community Development**

Phone: **920-236-5122**

E-mail: jnau@oshkoshwi.gov

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

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

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

4. Population of the territory to be annexed: **2**

5. Area (in acres) of the territory to be annexed: **1.033**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
018020001

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: _____

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 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).

PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN:

WHEREAS, the undersigned constituting all of the electors and all of the owners of real property in the territory proposed to be annexed;

NOW, THEREFORE, PETITION IS HEREBY MADE by unanimous approval pursuant to the provisions of Sec. 66.0217(2) of the Wisconsin Statutes, for direct annexation to the City of Oshkosh, Wisconsin, from the Town of Oshkosh, Winnebago County, Wisconsin, of the real estate hereinafter described.

That pursuant to Sec. 66.0217(2), petition is hereby made without compliance to the notice requirements of Sec. 66.0217(4) of the Wisconsin Statutes.

That the current population of the territory to be annexed as defined by Sec. 66.0201(2)(dm) of the Wisconsin Statutes is Two (2).

That the territory to be annexed is contiguous to the City of Oshkosh, is located in the Town of Oshkosh, Winnebago County, Wisconsin and is described as follows:



RECEIVED
FEB 20 2026

MELLENTHIN ANNEXATION

CITY CLERK'S OFFICE

LAND DESCRIBED IN DOCUMENT NUMBER 1920472, WINNEBAGO COUNTY REGISTER OF DEEDS, BEING PART OF THE NORTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING FROM THE NORTHWEST CORNER OF SAID SECTION 12, TOWNSHIP 18 NORTH, RANGE 16 EAST; THENCE S01°13'01"E, 660.41 FEET ALONG THE WEST LINE OF THE NORTHWEST ¼ OF SAID SECTION 12 TO THE POINT OF BEGINNING; THENCE N89°04'04"E, 300.00 FEET; THENCE S01°13'01"E, 150.00 FEET; THENCE S89°04'04"W, 300.00 FEET TO A POINT ON SAID WEST LINE OF THE NORTHWEST ¼ OF SECTION 12; THENCE N01°13'01"W, 150.00 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. SAID AREA CONTAINS 45,000 SQUARE FEET OR 1.033 ACRES, MORE OR LESS. ALSO KNOWN AS 2732 JACKSON STREET, PARCEL ID 01802000100.

That attached hereto is a scaled map reasonably showing the boundaries of the following described territory to be annexed and its relation to the municipalities involved.

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	Anne M. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100
	Michael V. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100

PETITION FOR TEMPORARY AND PERMANENT ZONING CLASSIFICATION

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH:

WHEREAS the undersigned are electors and/or property owners in the area being sought to be annexed to the City of Oshkosh, said area being more particularly described in a certain petition for unanimous annexation to the City of Oshkosh,

Mellenthin Annexation,

and,

WHEREAS it is acknowledged by the undersigned that the submitting of this petition does not in any matter attempt to make said petition for direct annexation conditional upon this petition or the action taken by the said Common Council pursuant to this petition.



NOW, THEREFORE, the undersigned petition the Common Council of the City of Oshkosh that the ordinance annexing said territory include a provision temporarily designating the classification for zoning purposes, pursuant to Sec. 66.0217(8) of the Wisconsin Statutes, until the zoning ordinance is amended as prescribed in Sec. 62.23(7)(d) of the Wisconsin Statutes, as follows:

SUBURBAN MIXED USE
(SMU)

RECEIVED

FEB 20 2026

CITY CLERK'S OFFICE

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	Anne M. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100
	Michael V. Mellenthin	2-20-2026	Owner	2732 Jackson St. Parcel 01802000100



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 261-6097 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.gov

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

March 18, 2026

PETITION FILE NO. 14836

DARLA SALINAS, CLERK
CITY OF OSHKOSH
PO BOX 1130
OSHKOSH, WI 54903-1130

JEANNETTE MERTEN, CLERK
TOWN OF OSHKOSH
1076 COZY LN
OSHKOSH, WI 54901-1404

Subject: MELLENTHIN ANNEXATION

Section 66.0217 (6), Wis. Stats., provides that the annexation of lands to cities and villages within a county having a population of 50,000 or more shall be reviewed by the Department of Administration in order to determine if the proposed annexation is in the public interest or against the public interest. The proposed annexation from the TOWN OF OSHKOSH to the CITY OF OSHKOSH (see attached description) must be reviewed pursuant to the statute.

To assist us in making this determination, we urge that you promptly supply the data requested on the enclosed questionnaire (where possible) and return the questionnaire to the department.

The purpose of this questionnaire is to assist the department in determining "Whether the governmental services, including zoning, to be supplied to the territory could clearly be better supplied by the town...." The statute further stipulates that the department shall study the "shape of the proposed annexation and the homogeneity of the territory with the annexing municipality." In addition, we would appreciate receiving from you any comments or information bearing on governmental services or shape and homogeneity that would indicate whether the annexation is in or against the public interest.

Please return the questionnaire as soon as possible so that the information can be reviewed prior to the department's statutory deadline of April 03, 2026. Direct any questions and comments to Bradley Vowels-Katter at (608) 261-6097. Thank you for your cooperation.

For additional information on annexation or other land use issues, visit our web site at <http://doa.wi.gov/municipalboundaryreview/>.

Sincerely,

A handwritten signature in black ink, appearing to read "Bradley T. Vowels-Katter".

Bradley T. Vowels-Katter

Municipal Boundary Review – DOA

Direct (608) 261-6097

bradley.vowelskatter@wisconsin.gov

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

Enclosures: Annexation Questionnaire

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: **Mellenthin**

Petition Number: **14836**

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

2. Area (Acres): 1.033

3. Pick one: Property Tax Payments

OR Boundary Agreement

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

\$ 241.57

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$1,207.85

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: 2

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: Property is developed

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?

North is towing and repair business and the west is a veterinary clinic

In the town?: South and east is vacant

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

<u>Sanitary Sewers</u> immediately	<input checked="" type="checkbox"/>	<input type="checkbox"/>
or, write in number of years.	_____	_____
<u>Water Supply</u> immediately	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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 General Farming District

c. How will the land be zoned and used if annexed? Suburban Mixed Use (SMU) - Existing Single Family home

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:

New property owners identified a failing septic system with no option for onsite replacement.

Prepared by: Town City Village

Name: Brandon Nielsen

Email: bnielsen@oshkoshwi.gov

Phone: 920-236-5061

Date: 03/19/2026

(March 2018)

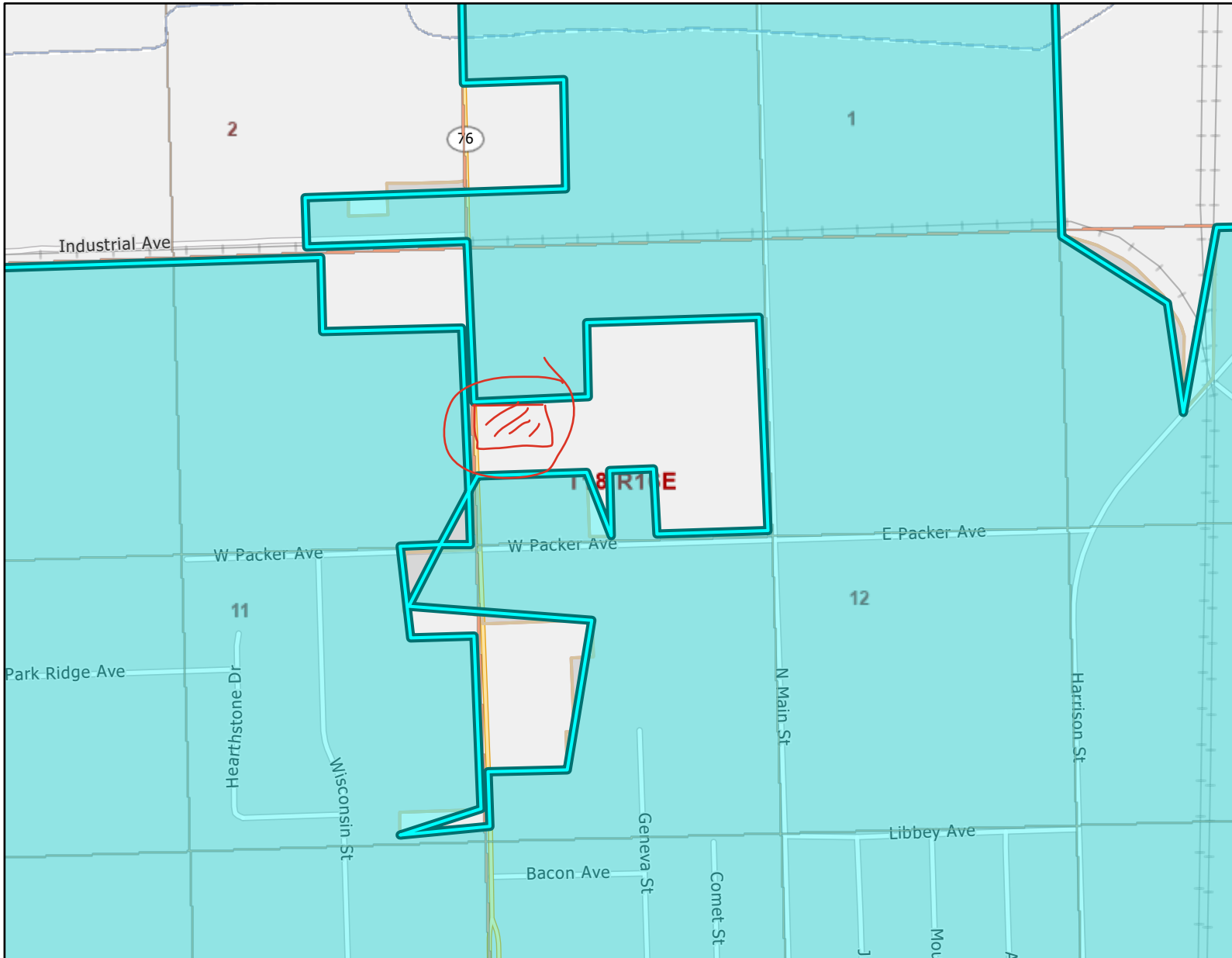
Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

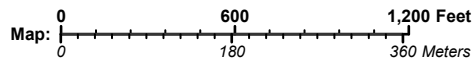
Fax: (608) 264-6104



Legend: (some map layers may not be displayed)

- Rivers and Streams
- Intermittent Streams
- Rivers and Streams
- Intermittent Streams
- 24K Intermittent Streams
- 24K Streams and Rivers
- Township
- Section
- Quarter-Quarter
- Cities, Towns & Villages
- City
- Civil Town

Notes:



Service Layer Credits:
DNR Basic Feature VTL (WTM): Wisconsin Department of Natural Resources, GIS Section, Surface Water:
WIDNR, USGS, and other data, Cadastral:

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: 4/3/2026 8:29 AM

Township N^o XVIII N. Range N^o XVI E. 4th Mer. (Wis. Ter.)



Meanders, of Butte des Morts Lake and Fox River.		
Posts	Courses.	Dist.
1	S. 12 E.	17.81
	S. 42 E.	2.79
	N. 12 E.	6.15
2	N. 76 E.	15.41
	East	35.26
	S. 57 E.	17.84
	S. 44 E.	17.67
	N. 88 E.	10.93
	S. 28 E.	8.09
	S. 6 W.	7.54
	S. 54 W.	20.42
	S. 24 W.	19.60
3	S. 10 E.	3.36
	S. 11 W.	2.33
	S. 34 E.	7.62
	S. 55 E.	7.33
	S. 69 E.	8.53
	N. 20 E.	5.16
4	East	8.80
	S. 62 E.	16.69
	S. 30 E.	10.89
	S. 60 E.	11.34
	N. 61 E.	7.94
	S. 62 E.	13.55
	S. 12 E.	12.00
	N. 75 E.	5.22
	S. 27 E.	30.45
5	S. 20 E.	3.84
	S. 26 E.	6.37
	S. 20 E.	12.27
	S. 26 E.	50.55
	S. 28 E.	13.28
	S. 36 E.	43.32
	S. 60 E.	17.40
	S. 58 E.	11.68
	S. 72 E.	14.66
	S. 61 E.	22.80
	S. 53 E.	10.56
	East	5.92
	S. 61 E.	9.73
	S. 3 E.	2.51
	S. 27 E.	.79
	S. 38 E.	8.78
	S. 58 E.	5.13
	S. 72 E.	4.76
10	S. 59 E.	8.93
Meanders of Lake Winnebago		
11	N. 59 W.	5.54
	N. 10 E.	16.54
12	N. 34 E.	2.79

Total number of Acres 5,724.12

Surveys Designated	By whom Surveyed	Date of Contract	Cont. of Surveys	When Surveyed	When paid for & ch ^d in Sur. Bond Ac.?
East boundary line between Sec. 24 & 25	Garret Niet	May 17. 1838	M. Chs Lk?	Jan'y. 1839	2 ^d q ^r . 1839
N. boundary & subdiv.	David Giddings	Jan'y. 24. 1839	26. 35. 28	March 1839	3 ^d q ^r . 1839

The above Map of Township N^o 18 North, Range N^o 16 East of the 4th Principal Meridian, Wisconsin Territory, 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

A. G. Ellis, Surveyor