

14010

Carlson

14010	Date Sent	Reply	Status
Town Quest	3-27		
Muni Quest	3-27	4/11	
Prop. Lister	3-27		

TOWN OF WINNECONNE
VILLAGE OF WINNECONNE
04/17/2017

OK 4/17/17

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/>

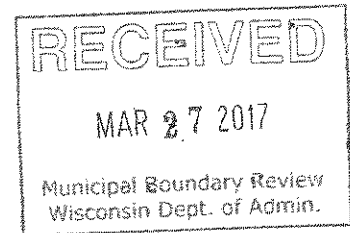
Petitioner Information

Name: MICHAEL CARLSON

Address: 6515 LAKESHORE ROAD
WINNECONNE, WI 54986

Email: _____

Office use only:



Petitioners phone:

920-582-3951

Town clerk's phone:

920-582-3260

City/Village clerk's phone:

920-582-4381

1. Town where property is located: WINNECONNE

2. Petitioned City or Village: WINNECONNE

3. County where property is located: WINNEBAGO

4. Population of the territory to be annexed: ~~1000~~ 0

5. Area (in acres) of the territory to be annexed: 0.713

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): 0300229

Contact Information if different than petitioner:

Representative's Name and Address:

JAMES E. SMITH

MARTENSON & EISELE, INC

101 W. MAIN ST OMR, WI 54963

Phone: 920-685-6240

E-mail: JIMS@MARTENSON-EISELE.COM

Surveyor or Engineering Firm's Name & Address:

MARTENSON & EISELE, INC

101 W. MAIN ST

OMR, WI 54963

Phone: 920-685-6240

E-mail: JIMS@MARTENSON-EISELE.COM

Required Items to be provided with submission (to be completed by petitioner):

- ☒ 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 is included
- Indicate Statutory annexation method used:
 - ☒ Unanimous per s. 66.0217 (2), or,
OR
 - ☐ Direct by one-half approval per s. 66.0217 (3)
- ☒ 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

\$ 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)

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: _____

Payee: _____ 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).

☒ If the lands being annexed are within a County of 50,000 or greater population, the petition must also be filed with the Department of Administration for review

[Note that no municipality within a County of 50,000 or greater population may enact an annexation ordinance prior to receiving a review determination from the Department of Administration.]

PETITION FOR DIRECTION ANNEXATION BY UNANIMOUS APPROVAL OF PROPERTY OWNER(S)

TO: Village Board
Village of Winneconne
30 South 1st Street
Winneconne, WI 54986

The undersigned, being all of the owners of the following described real estate located in the Town of Winneconne, Winnebago County, Wisconsin (the "Property") hereby petitions the Village of Winneconne, Winnebago County, Wisconsin (the "Village of Winneconne") for the direct annexation of the Property to the Village of Winneconne pursuant to Section 66.0217(2) of the Wisconsin Statutes:

PART OF LANDS DESCRIBED IN DOCUMENT 1603787, BEING PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, IN SECTION 17, TOWNSHIP 19 NORTH, RANGE 15 EAST, TOWN OF WINNECONNE, WINNEBAGO COUNTY, WISCONSIN, DESCRIBED AS FOLLOW:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 17; THENCE NORTH 00 DEGREES 06 MINUTES 25 SECONDS EAST 1585.06 FEET, ALONG THE EAST LINE OF THE SAID SOUTHEAST 1/4; THENCE SOUTH 89 DEGREES 29 MINUTES 51 SECONDS WEST 202.81 FEET, TO THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 29 MINUTES 51 SECONDS WEST 160.60 FEET; THENCE NORTH 46 DEGREES 05 MINUTES 32 SECONDS WEST 268.25 FEET; THENCE SOUTH 75 DEGREES 01 MINUTE 43 SECONDS EAST 368.00 FEET; THENCE SOUTH 01 DEGREE 03 MINUTES 23 SECONDS WEST 89.57 FEET, TO THE POINT OF BEGINNING, CONTAINING 31,071 SQ.FT./0.713 ACRES. ok

The undersigned certifies that the scale map attached to this Petition [See Wis. Stat. § 66.0217(g)] and incorporated herein by reference reasonably shows the boundaries of the Property, its relationship to the territories of the municipalities affected by the proposed annexation, and flood plain elevation information in sufficient detail as may be necessary to specifically delineate official flood zones. The undersigned further certifies that the Property consists of vacant land and that no electors reside within the boundaries of the Property.

Upon annexation, the Property shall be zoned R1-A Single Family Residential pursuant to Village of Winneconne Ordinance Sec. 9-1-23.

The undersigned certifies that a copy of this Petition has been sent to the Wisconsin Department of Administration for review along with the "Request for Annexation Review" form and the proper filing fee.

IN WITNESS WHEREOF, the undersigned has executed this Petition

this 9 day of MARCH, 20 17.

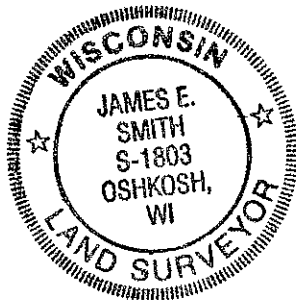
Printed Name: Richard ALLEN Barbara Allen
Owner of the Property

Richard Allen Barbara Allen
Signature

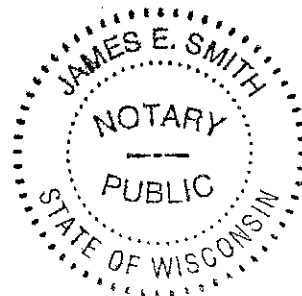
ACKNOWLEDGMENT

STATE OF WISCONSIN)
)SS
WINNEBAGO COUNTY)

Personally came before me this 9 day of MARCH, 20 17, the
above named Richard & BARB as owner of the Property, to me known to be the
person who executed the foregoing instrument and acknowledged the same.



James E. Smith
Notary Public, State of Wisconsin
My Commission expires: 4-24-20



This document was drafted by:

JAMES E. SMITH
MARTENSON & EISELE, INC
101 W. MAIN ST
OSHKOSH, WI 54903

MIKE CARLSON
 6515 LAKEHORE ROAD
 WINNECONNE, WI 54986
 Winnebago County GIS Viewer and Property Profiler



Zoom In



DRAW MAP



Zoom Out

Property Information & Display

P

☐ ← C

to initiate reports the p multiple layers

Draw Label

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AREA OF VACANT LAND
 TO BE ANNEXED
 0.713 AC

Schmidtke, Erich J - DOA

From: Culver, Diane <DCulver@co.winnebago.wi.us>
Sent: Wednesday, March 29, 2017 3:47 PM
To: Schmidtke, Erich J - DOA
Cc: Nichols, Liz
Subject: RE: Proposed Winneconne Annexation

Hi Erich,

I looked this over and forwarded it to the Property Lister for review also. (Liz's email is lnichols@co.winnebago.wi.us) Neither of us sees any issues with the map or legal. We were hoping, however, that the Village could identify this particular annexation with a name or ordinance number.

Thank you,

Diane Culver, GIS Specialist
Winnebago County
ph. (920)232-3335 : fax (920)232-3347
dculver@co.winnebago.wi.us

From: Schmidtke, Erich J - DOA [<mailto:Erich.Schmidtke@wisconsin.gov>]
Sent: Tuesday, March 28, 2017 11:16 AM
To: enichols@co.winnebago.wi.us; Culver, Diane <DCulver@co.winnebago.wi.us>
Subject: Proposed Winneconne Annexation

Hello Elizabeth and Diane,
Here is a proposed annexation from the Town of Winneconne to the Village of Winneconne.

How does the legal and scale map look? Do you see any issues with this one?

Thanks,
Erich

Erich Schmidtke
Municipal Boundary Review

Wisconsin Department of Administration
Division of Intergovernmental Relations
101 East Wilson Street, 9th Floor
PO Box 1645
Madison WI 53701-1645
(608) 264-6102
(608) 264-6104 (fax)
erich.schmidtke@wisconsin.gov
www.doa.state.wi.us/municipalboundaryreview



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR
SCOTT A. NEITZEL
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/>

March 28, 2017

PETITION FILE NO. 14010

JACQUIN STELZNER, CLERK
VILLAGE OF WINNECONNE
PO BOX 488
WINNECONNE, WI 54986-0488

YVONNE ZOBEL, CLERK
TOWN OF WINNECONNE
6494 COUNTY RD M
WINNECONNE, WI 54986-8639

Subject: CARLSON 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 WINNECONNE to the VILLAGE OF WINNECONNE (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 17, 2017. Direct any questions and comments to Erich Schmidtke at (608) 264-6102. 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,

Erich Schmidtke

Enclosures

Annexation Review Questionnaire

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: **Carlson**

Petition Number: **14010**

1. Territory to be annexed: From **TOWN OF WINNECONNE** To **VILLAGE OF WINNECONNE**

2. Area (Acres): _____

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ _____

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

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: 1848 Total: 2410

5. Approximate **present land use** of territory:

Residential: 0 % Recreational: 0 % Commercial: 0 % Industrial: 0 %

Undeveloped: 100 %

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

Residential: 0 % Recreational: 100 % Commercial: 0 % Industrial: 0 %

Other: 0 %

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?

R-1 Single Family

In the town?: _____

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 ☐ NoTown ☐ 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:

a. Do you have a comprehensive plan for the City/Village/Town?

☒ Yes ☐ No

Is this annexation consistent with your comprehensive plan?

☐ Yes ☒ NoDescribe: Just outside designated areab. Annual appropriation for planning? \$ 5,000

c. How is the annexation territory now zoned? _____

d. How will the land be zoned and used if annexed?

R-1 Single Family

12. Other relevant information and comments bearing upon the public interest in the annexation:

Prepared by: ☐ Town ☐ City ☒ VillageName: Mitchell FosterEmail: administrator@winneconne.wi.govPhone: 920 582 4381Date: 4.10.17Please **RETURN PROMPTLY** to:wimunicipalboundaryreview@wi.gov

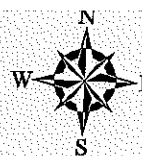
Municipal Boundary Review

PO Box 1645, Madison WI 53701

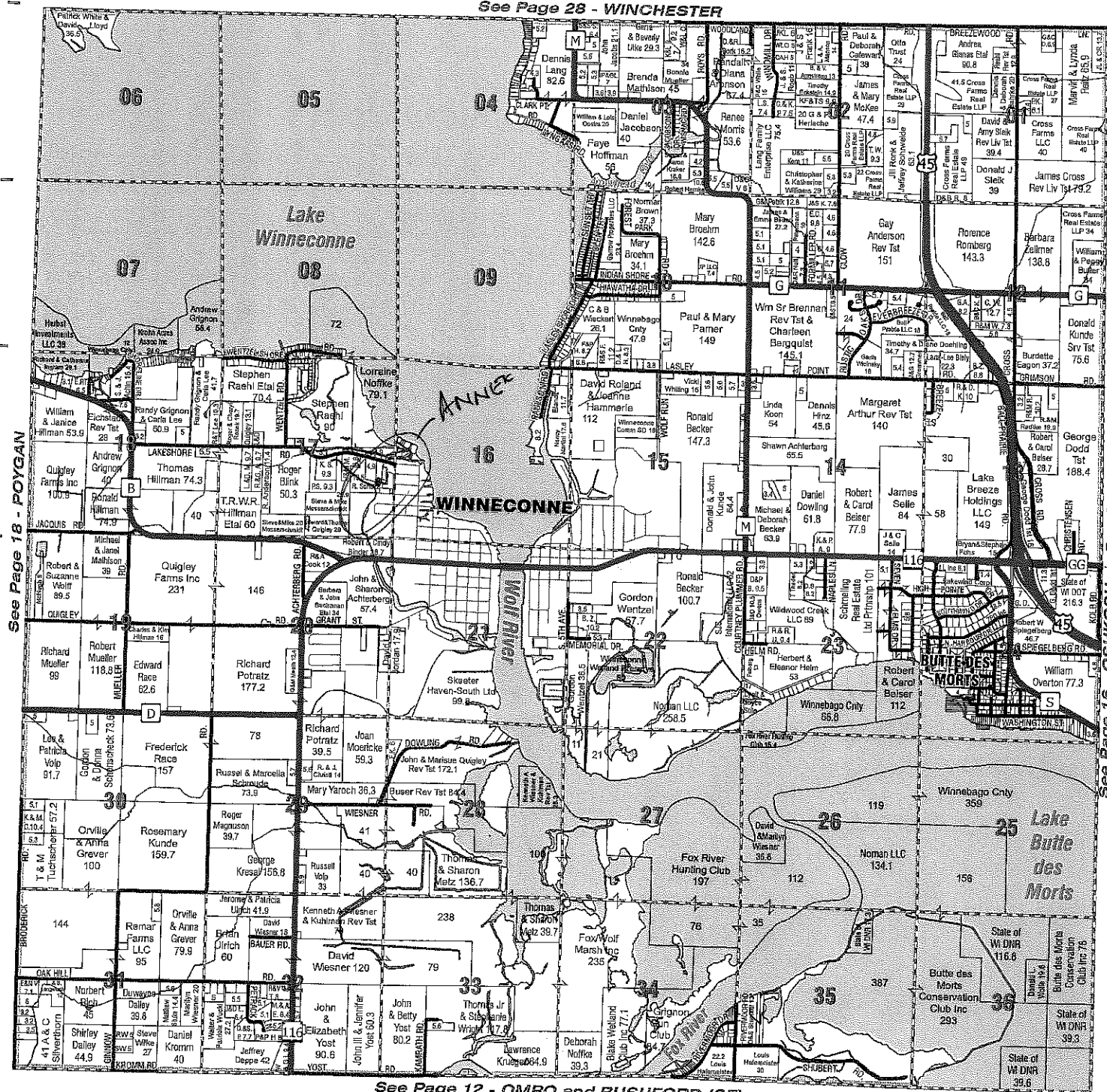
Fax: (608) 264-6104

WINNECONNE

T.19N. - R.15E.



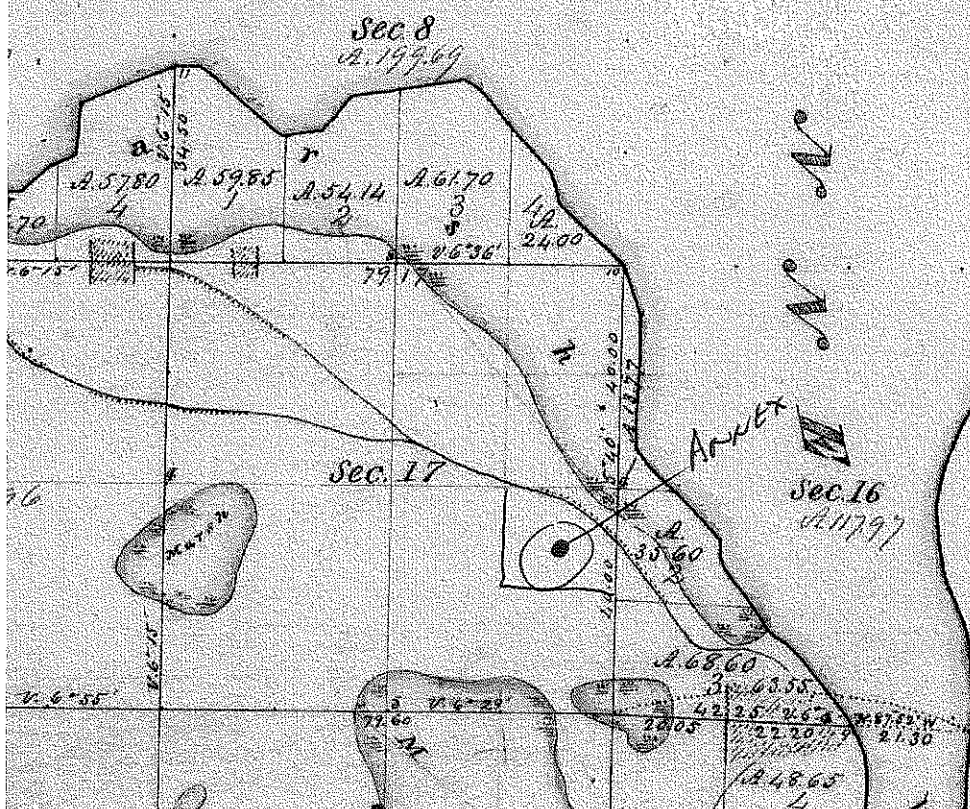
See Page 28 - WINCHESTER

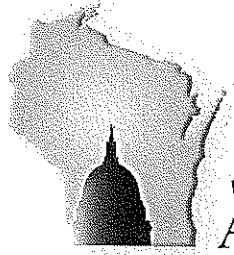


See Page 12 - OMRO and RUSHFORD (SE)

See Page 16 - OSHKOSH / See Page 22 - VINLAND (W)

Township N.º 19 N, Range N.º 15 East,





WISCONSIN DEPARTMENT OF
ADMINISTRATION

SCOTT WALKER

GOVERNOR

SCOTT A. NEITZEL

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/>

April 17, 2017

PETITION FILE NO. 14010

JACQUIN STELZNER, CLERK
VILLAGE OF WINNECONNE
PO BOX 488
WINNECONNE, WI 54986-0488

YVONNE ZOBEL, CLERK
TOWN OF WINNECONNE
6494 COUNTY RD M
WINNECONNE, WI 54986-8639

Subject: CARLSON ANNEXATION

The proposed annexation submitted to our office on March 27, 2017, 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 WINNECONNE**, 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 14010 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=2080>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

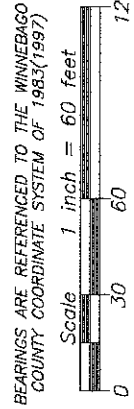
Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner

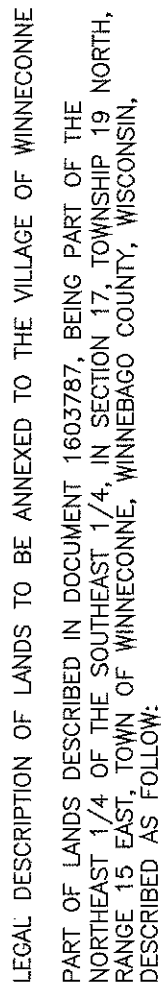
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2
2

SURVEY FOR:
MICHAEL CARLSON
6515 LAKESHORE ROAD
WINNECONNE, WI 54986



I hereby certify that I have surveyed the property as shown, according to official records and that the plat above drawn is an accurate and correct representation of said survey.

Wisconsin Professional Land Surveyor _____ Date _____



Martenson & Eisele, Inc.

PROJECT NO. 0-0954-002

THIS INSTRUMENT WAS DRAFTED BY: DSL