

14063

Town of Cassel

14063	Date Sent	Reply	Status
Town Quest	2-22	ONLY	
Muni Quest	w/ SUBMITTAL		
Prop. Lister			

TOWN OF CASSEL
VILLAGE OF MARATHON CITY
11/16/2017

OK/COMMENT 11/13/17

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

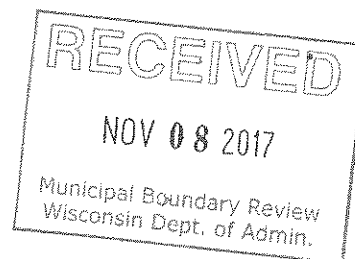
Name: **TOWN OF CASSEL**

Address: **3398 EAGLE LANE**

MARATHON CITY, WI 54448

Email: **TOWNOFCASSEL@GMAIL.COM**

Office use only:



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

2. Petitioned City or Village: **VILLAGE OF MARATHON CITY**

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

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

5. Area (in acres) of the territory to be annexed: **1.36**

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

Petitioners phone:

715-352-3113

Town clerk's phone:

715-352-3113

City/Village clerk's phone:

715-443-2221

Contact Information if different than petitioner:

Representative's Name and Address:

Phone:

E-mail:

Surveyor or Engineering Firm's Name & Address:

Phone:

E-mail:

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

\$200 Initial Filing Fee (required with the first submittal of all petitions)

\$200 – 2 acres or less

\$350 – 2.01 acres or more

\$0 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

\$200 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: 11/8

Payee: VILLAGE OF MARATHON CITY

Check Number: 41566

Check Date: 11/7

Amount: 2000

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 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).
- ☒ 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

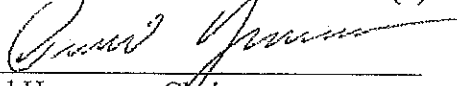
[Note that no municipality within a County of 50,000 or greater population may enact an annexation ordinance prior to receiving a review determination from the Department of Administration.]

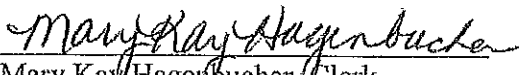
**PETITION FOR ANNEXATION OF LANDS
TO THE VILLAGE OF MARATHON CITY
DIRECT ANNEXATION BY UNANIMOUS CONSENT**

1. Pursuant to Section 66.0217 (2) of the Wisconsin State Statutes, the undersigned, being the sole owner(s) of the land described in Exhibit "A" attached hereto known as Town Road, petition for Direct Annexation by Unanimous Consent of the land described in said Exhibit "A" from the Town of Cassel, in Marathon County, Wisconsin, to the Village of Marathon City, Marathon County, Wisconsin.
 2. The population of said land is zero (0). The number of electors that reside on the lands to be annexed is zero (0).
 3. Said land is contiguous to the Village of Marathon City and is presently part of the Town of Cassel, in Marathon County, Wisconsin.
 4. The undersigned request that upon annexation, the land as described in Exhibit "A" be zoned as Right-of-Way.
 5. Area of lands to be annexed contains 1.94 acres.
- Attach a copy of a scale map of the property.

Dated this 24 day of October, 2017

PROPERTY OWNER SIGNATURE(S):

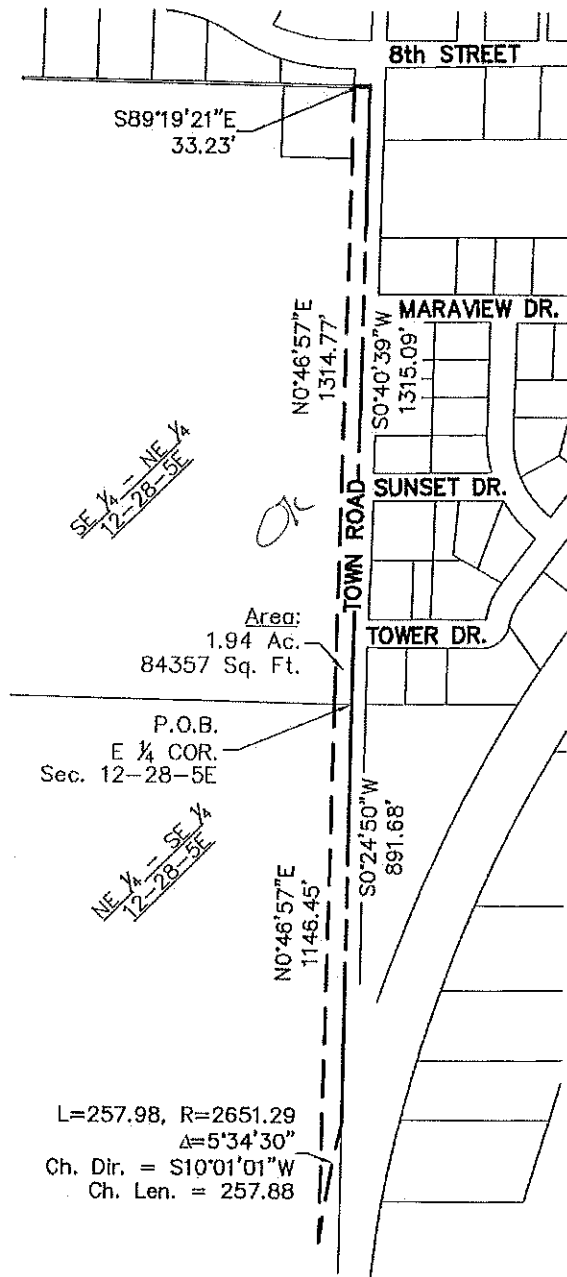

Gerald Hargraves, Chairman
Town of Cassel


Mary Kay Hagenbucher, Clerk
Town of Cassel

14063

ANNEXATION EXHIBIT

LOCATED IN PART OF THE SE $\frac{1}{4}$ OF THE NE $\frac{1}{4}$ AND PART OF THE NE $\frac{1}{4}$ OF THE SE $\frac{1}{4}$ OF SECTION 12, T28N, R5E, TOWN OF CASSEL, MARATHON COUNTY, WISCONSIN



ANNEXATION DESCRIPTION

Located in part of the SE $\frac{1}{4}$ of the NE $\frac{1}{4}$ and part of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 12, T28N, R5E, Town of Cassel, Marathon County, Wisconsin.

Beginning at the East Quarter Corner of Section 12, Town 28 North, Range 5 East;
Thence, S 00°24'50" W, along the east line of the Southeast Quarter of Section 12, 891.68 feet, more or less, to the westerly right-of-way of Wisconsin State Highway "107," a non-tangent arc, concave to the southeast;

Thence along said non-tangent arc concave to the southeast having a radius of 2651.29, a delta angle of 5°34'30", (a chord of 257.88 feet which bears S10°01'01"W), 257.98 feet, more or less, to the west right-of-way line of Town Road;

Thence, N00°46'57" E, along the said west right of way line of Town road, 1146.45 feet, more or less, to the north line of the Northeast Quarter of the Southeast Quarter;

Thence, N00°46'57" E, continuing along the said west right-of-way line of Town Road, 1314.77 feet more or less, to the existing corporate boundary of the Village of Marathon City;

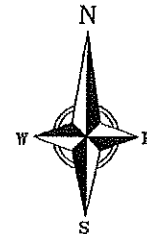
Thence, S 89°19'21" E, along the said corporate boundary, 33.23 feet, more or less, to the east line of the SE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of said Section 12;

Thence S00°40'39"W, 1315.09 feet, more or less, returning to the point of beginning;

Parcel contains 1.94 Ac., (84357 Sq. Ft.), excepts any and all wetlands and is subject to all other easements and rights of way of record

P.O.B.
E $\frac{1}{4}$ COR.
Sec. 12-28-5E

L=257.98, R=2651.29
 $\Delta=5^{\circ}34'30''$
Ch. Dir. = S10°01'01"W
Ch. Len. = 257.88



GRAPHIC SCALE FEET



23 Oct 2017 - 2349 R: Marathon City, Village of Marathon City General Town Road CSA Town Road Annexation Description by: mtl

vierbicher
planners | engineers | advisors

Phone: (800) 261-3898

REVISIONS	SCALE	AS SHOWN	SHEET
	CHECKED	THAL	1 OF 1
	DRAFTER	MLON	
	FILE		
JOB NO.	DATE	10/2017	

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:

Petition Number:

Town of Cassel

1. Territory to be annexed: From Town of: Cassel Falls To City/Village of: Marathon City

2. Area (Acres): 1.36

3. Pick one: ☒ Property Tax Payments

OR

☐ Boundary Agreement

a. Annual town property tax on territory to be annexed: \$0

a. Title of boundary agreement _____

b. Total that will be paid to Town

b. Year adopted _____

(annual tax multiplied by 5 years): 0

c. Participating jurisdictions

c. Paid by: ☐ Petitioner ☐ City ☒ Village

d. Statutory authority (pick one)

☐ Other:

☐ s. 66.0307

☐ s. 66.0225

☐ s. 66.0301

4. Resident Population: Electors: 0 Total: 0

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

Residential: _____%

Recreational: _____%

Commercial: _____%

Industrial: _____%

Undeveloped: 0%

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

Residential: _____%

Recreational: 0%

Commercial: _____%

Industrial: 0%

Other: **Road Right-of-Way**

Comments: **This is currently a border road and the Town of Cassel is seeking to annex it the Village of Marathon City.**

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? **Right-of-Way**

In the town?: **Right-of-Way**

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: **Road Paving and Maintenance**

10. Is the city/village or town capable of providing needed utility services?

City/Village ☐ Yes ☐ No.Town ☐ Yes ☐ No

If yes, approximate time table 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: **N/A as this is currently road right-of-way**

11. Planning:

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

☒ Yes ☐ No

Is this annexation consistent with your comprehensive plan?

☐ Yes ☐ No

Describe: _____

2. Annual appropriation for planning? \$ 03. How is the annexation territory now zoned? Right-of-Way4. How will the land be zoned and used if annexed? Same as current use.

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

The Town and the Village agree that the elimination of a shared border road streamlines transportation infrastructure planning and management. Additionally, this action will clarify the municipal boundaries.

Prepared by: ☐ Town ☐ City ☒ VillageName: Andrew R. KurtzEmail: akurtz@marathoncity.orgPhone: 715-443-2221Date: 10/28/2016

(April 2013)

Please **RETURN PROMPTLY** to:wimunicipalboundaryreview@wi.gov

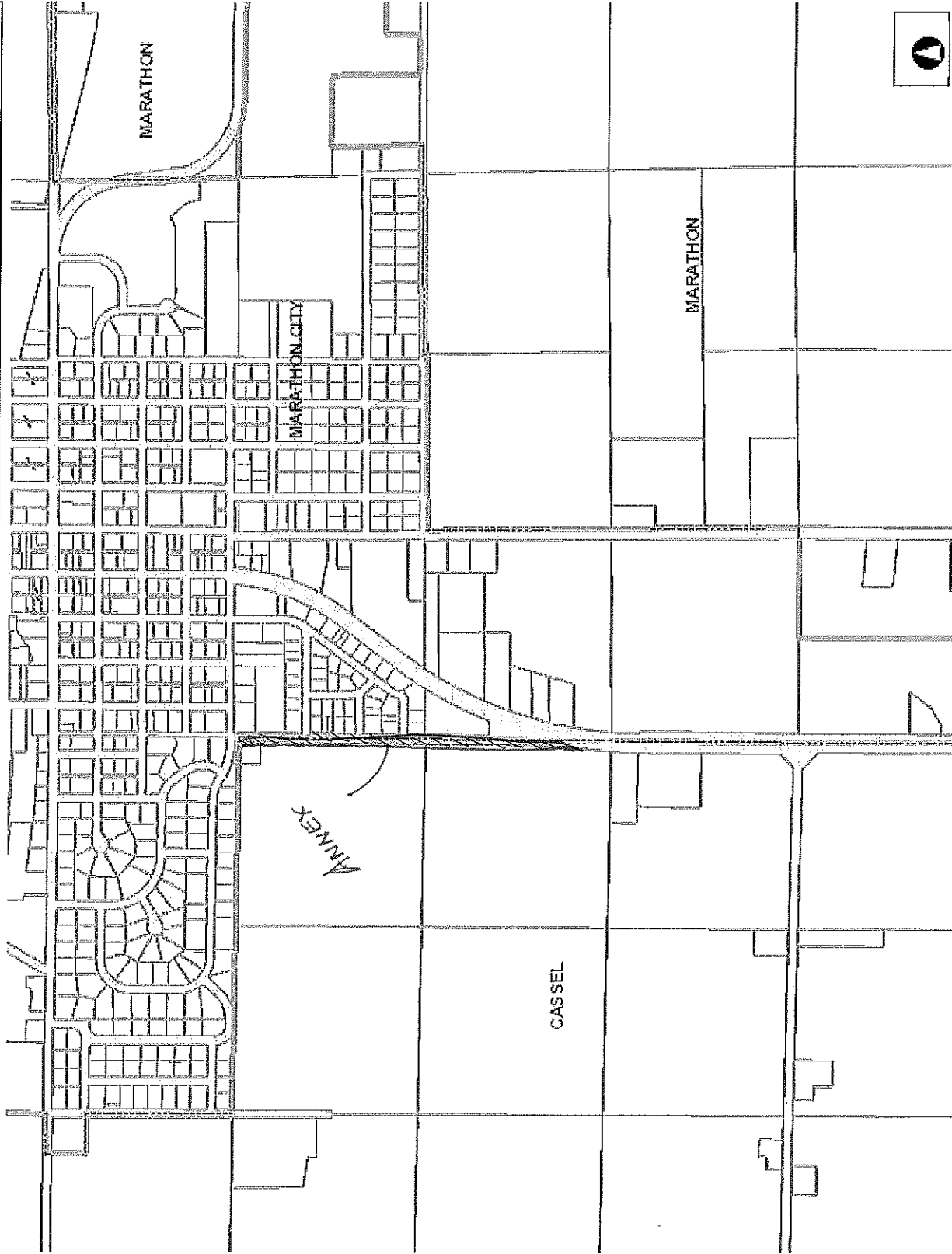
Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104



Land Information Mapping System



- Legend**
- Parcels
 - Land Hooks
 - Right Of Ways
 - Municipalities

HAILEY	BERN	TEXAS	SHAWITT
BERN	MAINE	TEXAS	SHAWITT
HOLTON	SETTLE	KEASTON	
HULL	WING	SEAR	NGE
BRIGHTON	NET	REID	
PA	MINNE	BEVENTI	
SPENCK	BERGEN	FRANZEN	

525.85 0 525.85 Feet

DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.

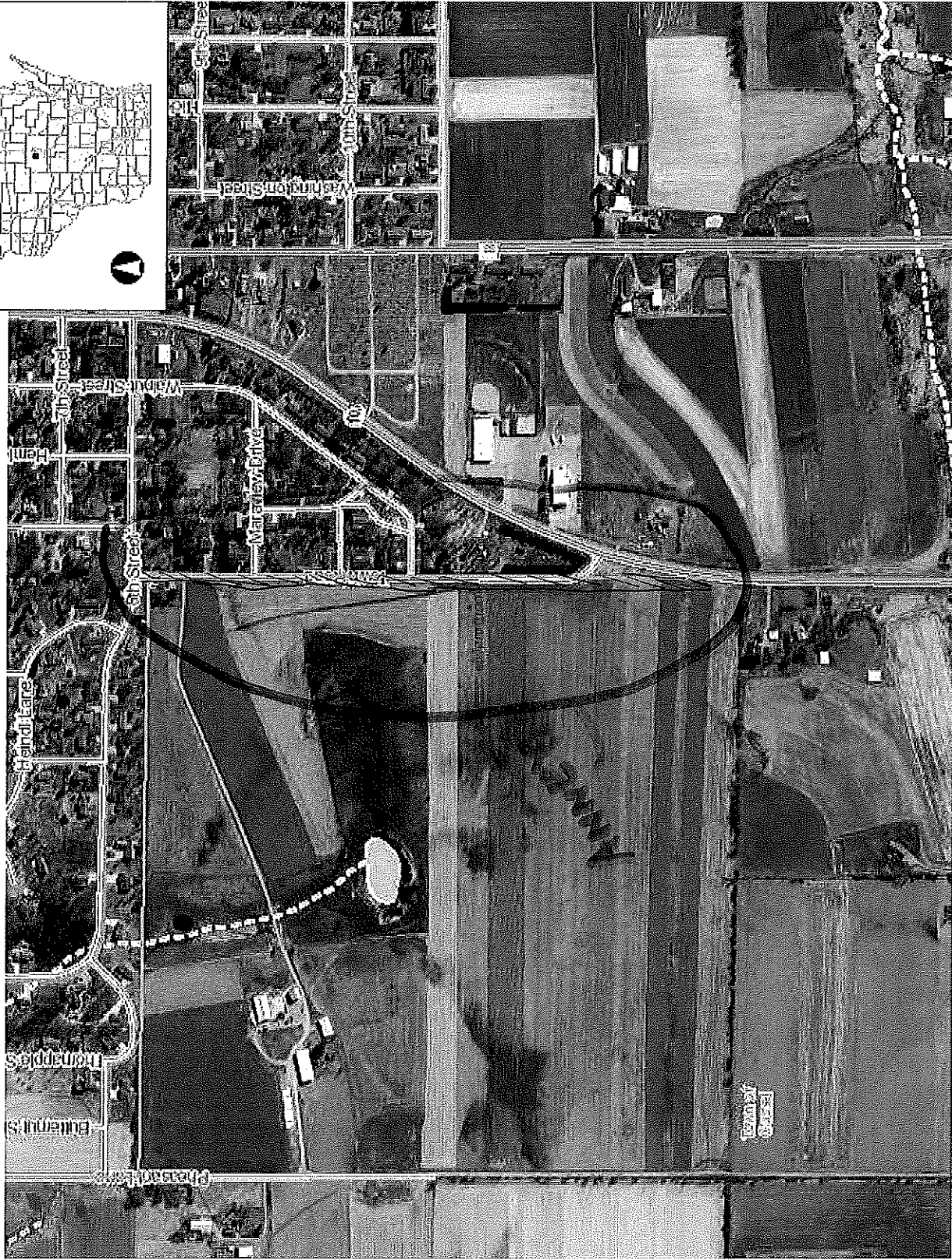
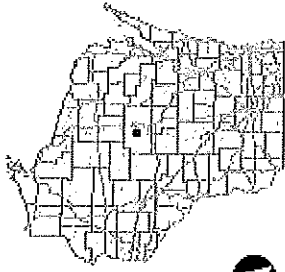
THIS MAP IS NOT TO BE USED FOR NAVIGATION

User_Defined_Lambert_Conformal_Conic

Notes



14063



Legend

- ☐ County Boundary
- Cities, Towns & Villages
 - ☐ City
 - ☐ Village
 - ☐ Civil Town
- Municipality
- State Boundaries
- County Boundaries
- Major Roads
 - ☐ Interstate Highway
 - ☐ State Highway
 - ☐ US Highway
- County and Local Roads
 - ☐ County HWY
 - ☐ Local Road
- Railroads
- Tribal Lands
- Rivers and Streams
- Intermittent Streams
- Lakes and Open water
- Index to EN_Image_Basemap_Leaf_Off

Notes

DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No warranty, expressed or implied, is made regarding accuracy, applicability for a particular use, completeness, or legality of the information depicted on this map. For more information, see the DNR Legal Notices web page: <http://dnr.wi.gov/legal/>

0.3 Miles

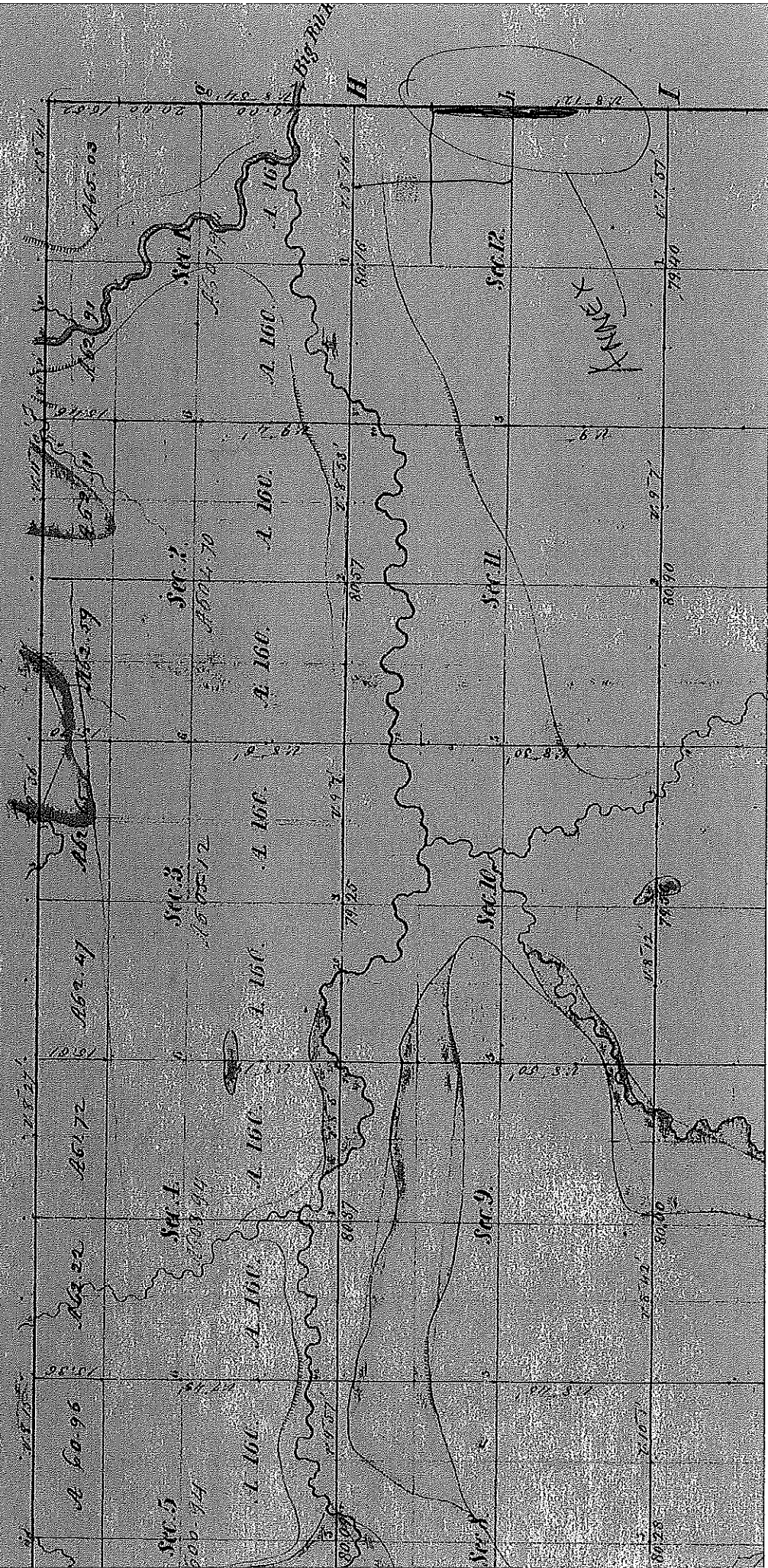
0.13

0

NAD_1983_HARN_Wisconsin_TM

1: 7,920

No 28. N: Range N. 5 East, 4th Mer.





**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/>

November 13, 2017

PETITION FILE NO. 14063

ANDREW R KURTZ, CLERK
VILLAGE OF MARATHON CITY
PO BOX 487
MARATHON, WI 54448-0487

MARY KAY HAGENBUCHER, CLERK
TOWN OF CASSEL
3398 EAGLE LN
MARATHON, WI 54448-9319

Subject: TOWN OF CASSEL ANNEXATION

The proposed annexation submitted to our office on November 08, 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 MARATHON CITY**, which is able to provide needed municipal services.

Note: The Village of Marathon City boundary as it exists prior to this annexation must be identified on the scale map included with the annexation (ref: s. 66.0217 (1) (g), Wis. Stats.).

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 14063 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=2134>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner