

14113

Rejret & Hollfelder

14113	Date Sent	Reply	Status
Town Quest	4-24		
Muni Quest	4-24	5/2	
Prop. Lister	4-24	4-26	

TOWN OF CROSS PLAINS  
VILLAGE OF CROSS PLAINS  
05/10/2018

OK 5/10/18

# Request for Annexation Review

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 Information

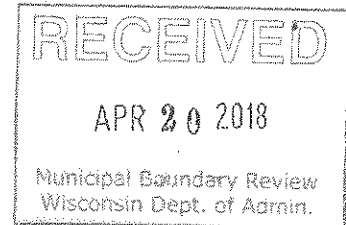
Richard L. Rejret and Joyce M. Rejret Revocable Trust dated June 26, 2014  
Name: Hollfelder Joint Revocable Trust dated 11-12-2014

Address: 606 S. Mayflower Drive

Appleton, WI 54914

Email: [mroessler@c21affiliated.com](mailto:mroessler@c21affiliated.com)

Office use only:



1. Town where property is located: **TOWN OF CROSS PLAINS**

2. Petitioned City or Village: **VILLAGE OF CROSS PLAINS**

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

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

5. Area (in acres) of the territory to be annexed: **33.187**

6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **020-0707-044-  
8530-3 AND 020-0707-044-8550-9**

Petitioners phone:

**608-212-2006**

Town clerk's phone:

**608-798-0189**

City/Village clerk's phone:

**608-798-3241, X105**

## Contact Information if different than petitioner:

Representative's Name and Address:

**STEVEN A. BREZINSKI**

**AXLEY BRYNELSON, LLP**

**2 EAST MIFFLIN STREET, #200**

**MADISON, WI 53703**

Phone: **608-283-6723**

E-mail: **SBREZINSKI@AXLEY.COM**

Surveyor or Engineering Firm's Name & Address:

**QUAM ENGINEERING, LLC**

**4804 SIGGELKOW ROAD, SUITE A**

**MCFARLAND, WI 53558**

Phone: **608-838-7750**

E-mail:

**RQUAM@QUAMENGINEERING.COM**

## 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]

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# Annexation Review Fee Schedule

A Guide for Calculating the Fee Required by ss.16.53 (4) and 66.0217, Wis. Stats.

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## 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

**\$1150 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: \_\_\_\_\_

PETITION FOR DIRECT ANNEXATION  
BY UNANIMOUS CONSENT  
(Wis. Stats. § 66.0217(2))

TO: Village of Cross Plains  
Attn: Caitlin Stene, Clerk  
PO Box 97  
Cross Plains, WI 53528

Town of Cross Plains  
Attn: Nancy Meinholz, Clerk  
3734 County Road P  
Cross Plains, WI 53528

The undersigned, being all of the owners of all of the real property in the Territory, do hereby unanimously petition the Village Board of the Village of Cross Plains, a municipal corporation located in Dane County, Wisconsin, to annex the Territory from the Town of Cross Plains, located in Dane County, Wisconsin, to the Village of Cross Plains. There are no electors residing within the Territory as of the date hereof.

The Territory proposed for annexation from the Town of Cross Plains to the Village of Cross Plains is shown on the scale map and is more particularly described on Exhibit A.

The undersigned do hereby request that this annexation be approved and take effect in the manner provided for by law.

There are no electors residing in the territory to be annexed. The population in the Territory is zero.

This Petition for Annexation is being signed by all of the owners of the real property described on Exhibit A within the Territory and is filed pursuant to Wis. Stats. § 66.0217(2).

ELECTORS – None in Territory

OWNERS – Signature pages 2 and 3 immediately follow

cc: Wisconsin Department of Administration

RICHARD L. REJRET AND JOYCE M. REJRET  
REVOCABLE TRUST DATED JUNE 26, 2014

By: Richard L. Rejret  
Richard L. Rejret, Trustee

Date: 4/10/2018

By: Joyce M. Rejret  
Joyce M. Rejret, Trustee

Date: 4/10/2018

HOLLFELDER JOINT REVOCABLE TRUST  
DATED JUNE 26, 2014

By: Marvin L. Hollfelder  
Marvin L. Hollfelder, Trustee

Date: 4-13-2018

By: Janice A. Hollfelder  
Janice A. Hollfelder, Trustee

Date: 4-13-18

**Exhibit A**  
**Legal Description**  
Annexation to the Village of Cross Plains

A part of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 4, Township 7 North, Range 7 East, Town of Cross Plains, Dane County, Wisconsin, being more particularly described as follows:

**COMMENCING** at a found Berntsen aluminum monument at the West  $\frac{1}{4}$  Corner said Section 4;

thence, along the East-West one-quarter line of said Section 4, South  $89^{\circ}07'48''$  East, 2628.73 feet to the Center of said Section 4 and the **POINT OF BEGINNING**;

thence, continuing along said East-West one-quarter line, South  $89^{\circ}07'48''$  East, 1005.65 feet to the Northwest corner of Cedar Hill plat;

thence, along the Westerly line of said plat, South  $00^{\circ}52'12''$  West, 137.65 feet;

thence, continuing along the Westerly line of said plat, South  $09^{\circ}47'44''$  East, 1201.09 feet to the South line of said Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ ;

thence, along said South line, North  $88^{\circ}29'48''$  West, 1223.93 feet to the West line of said Southeast one-quarter;

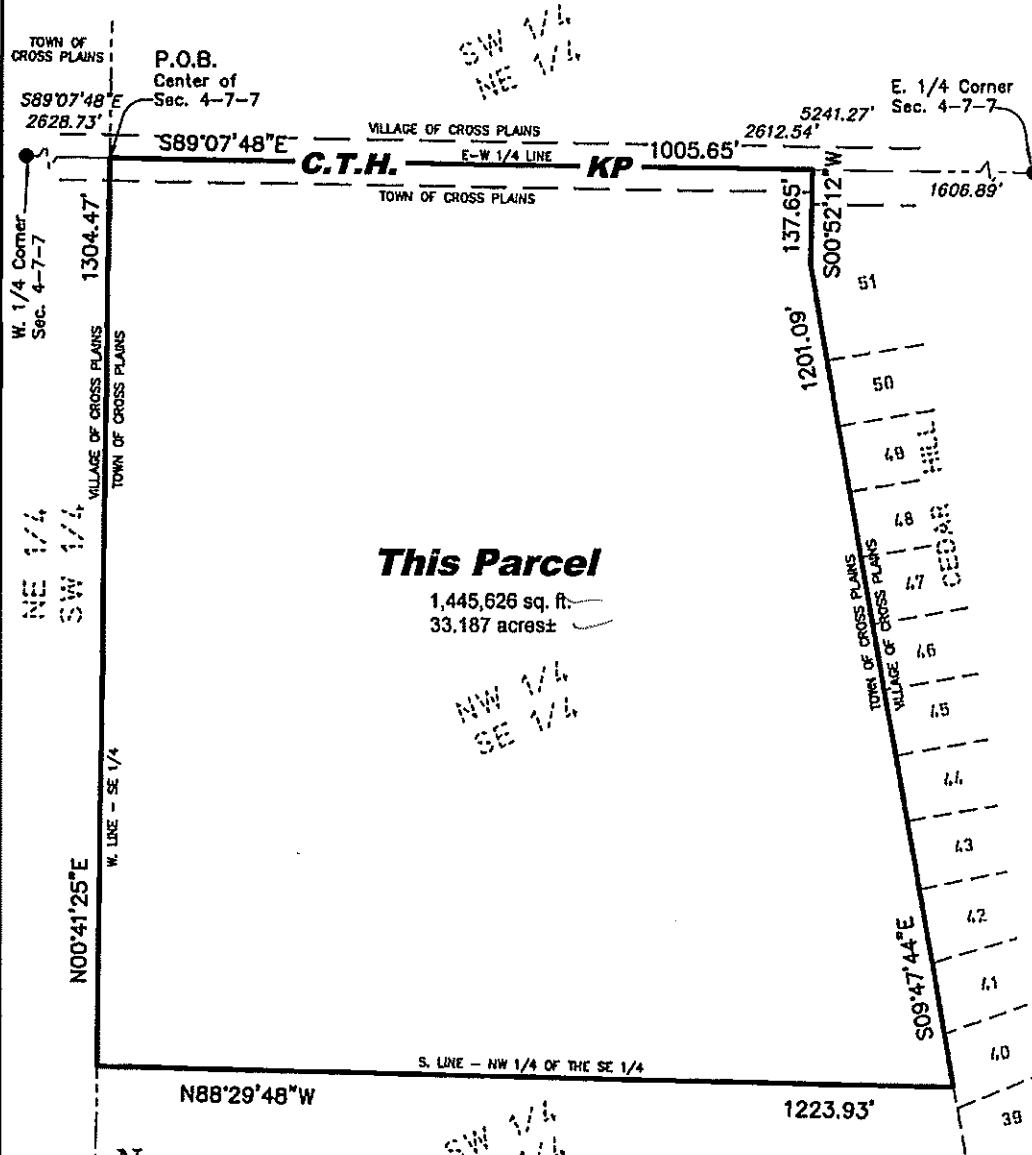
thence, along said West line, North  $00^{\circ}41'25''$  East, 1304.47 feet to the **POINT OF BEGINNING**.

Said parcel contains 1,445,626 square feet or 33.187 acres, more or less.

The above described parcel is shown on the Annexation Map, prepared by Quam Engineering LLC on March 12, 2018 for Project No. JZ-06-16, and by this reference made a part hereof.

# Annexation Map

**A part of the NW 1/4 of the SE 1/4 of Section 4, T.7N., R.7E., Town of Cross Plains, Dane County, Wisconsin**



Bearings are referenced to the East-West 1/4 line of Section 4, which is recorded to bear S89°07'48"E on CSM No. 13311

## GRAPHIC SCALE



( IN FEET )

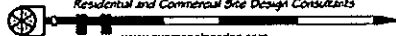
## LEGEND

- Sectional Subdivision Line
- Platted Lot Lines
- Existing R/W Line
- Annexation Boundary

## ANNEXATION TO THE VILLAGE OF CROSS PLAINS ANNEXATION MAP

PROJECT NO. JZ-06-16 SHEET 1 OF 2  
MARCH 12, 2018

**QUAM ENGINEERING, LLC**  
Residential and Commercial Site Design Consultants



www.quamengineering.com

4604 Sigelkow Road, Suite A - McFarland, Wisconsin 53550  
Phone (608) 838-7700 Fax (608) 838-7752

SEE SHEET 2 FOR LEGAL DESCRIPTION.



# ***Annexation Map***

***A part of the NW 1/4 of the SE 1/4 of Section 4,  
T.7N., R.7E., Town of Cross Plains, Dane County,  
Wisconsin***

## **LEGAL DESCRIPTION:**

A part of the Northwest ¼ of the Southeast ¼ of Section 4, Township 7 North, Range 7 East, Town of Cross Plains, Dane County, Wisconsin, being more particularly described as follows:

**COMMENCING** at a found Berntsen aluminum monument at the West ¼ Corner said Section 4;

thence, along the East-West one-quarter line of said Section 4, South 89°07'48" East, 2628.73 feet to the Center of said Section 4 and the **POINT OF BEGINNING**;

thence, continuing along said East-West one-quarter line, South 89°07'48" East, 1005.65 feet to the Northwest corner of Cedar Hill plat;

thence, along the Westerly line of said plat, South 00°52'12" West, 137.65 feet;

thence, continuing along the Westerly line of said plat, South 09°47'44" East, 1201.09 feet to the South line of said Northwest ¼ of the Southeast ¼;

thence, along said South line, North 88°29'48" West, 1223.93 feet to the West line of said Southeast one-quarter;

thence, along said West line, North 00°41'25" East, 1304.47 feet to the **POINT OF BEGINNING**.

Said parcel contains 1,445,626 square feet or 33.187 acres, more or less.

The above described parcel is shown on the Annexation Map on Sheet 1, and by this reference made a part hereof.

ANNEXATION TO THE VILLAGE OF CROSS PLAINS

ANNEXATION MAP

PROJECT NO. JZ-08-18 SHEET 2 OF 2  
March 12, 2018

**QUAM ENGINEERING, LLC**  
Residential and Commercial Site Design Consultants



www.quamengineering.com

4604 Sigelkne Road, Suite A - McFarland, Wisconsin 53558  
Phone (608) 830-7750 Fax (608) 830-7752



SCOTT WALKER  
GOVERNOR  
ELLEN NOWAK  
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>

April 24, 2018

PETITION FILE NO. 14113

CAITLIN STENE, CLERK  
VILLAGE OF CROSS PLAINS  
PO BOX 97  
CROSS PLAINS, WI 53528-0097

NANCY MEINHOLZ, CLERK  
TOWN OF CROSS PLAINS  
3734 COUNTY ROAD P  
CROSS PLAINS, WI 53528-9180

Subject: REJRET & HOLLLFELDER 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 CROSS PLAINS to the VILLAGE OF CROSS PLAINS (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 May 10, 2018. 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  
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: Rejret & Hollfelder

Petition Number: 14113

1. Territory to be annexed: From TOWN OF CROSS PLAINS To VILLAGE OF CROSS PLAINS

2. Area (Acres): 33.187 ACRES

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 120.38

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$601.90

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: 0 Total: 0

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: 15 % Recreational: 5 % Commercial: 80 % Industrial: 0 %

Other: 0 %

Comments: \_\_\_\_\_

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

Plat Name: SCENIC VALLEY (submitted 04/13/2018)

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

EAST - RESIDENTIAL SUBDIVISION;

WEST - PROPOSED RESIDENTIAL SUBDIVISION

In the town?: NORTH - FARM LAND ; SOUTH - QUARRY

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

☒ 0 ☐

Water Supply immediately  
or, write in number of years.

☒ 0 ☐

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

Developer installation of a  
lift station  
Estimated \$400,000

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

Comp. plan amendment currently underway to amend future land use map.  
to reflect proposed development

b. How is the annexation territory now zoned? AGRICULTURAL / RURAL

c. How will the land be zoned and used if annexed? Planned neighborhood; Park; Light Industrial

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:

Please note that the comprehensive plan amendment will be completed prior to annexation.

Prepared by: ☐ Town ☐ City ☒ Village

Name: CAITL STENE

Email: CSTENE@CROSS-PLAINS.WI.US

Phone: 608-798-3241 ext. 105

Date: 05/02/2018

(March 2018)

Please RETURN PROMPTLY to:

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

Municipal Boundary Review

PO Box 1645, Madison WI 53701

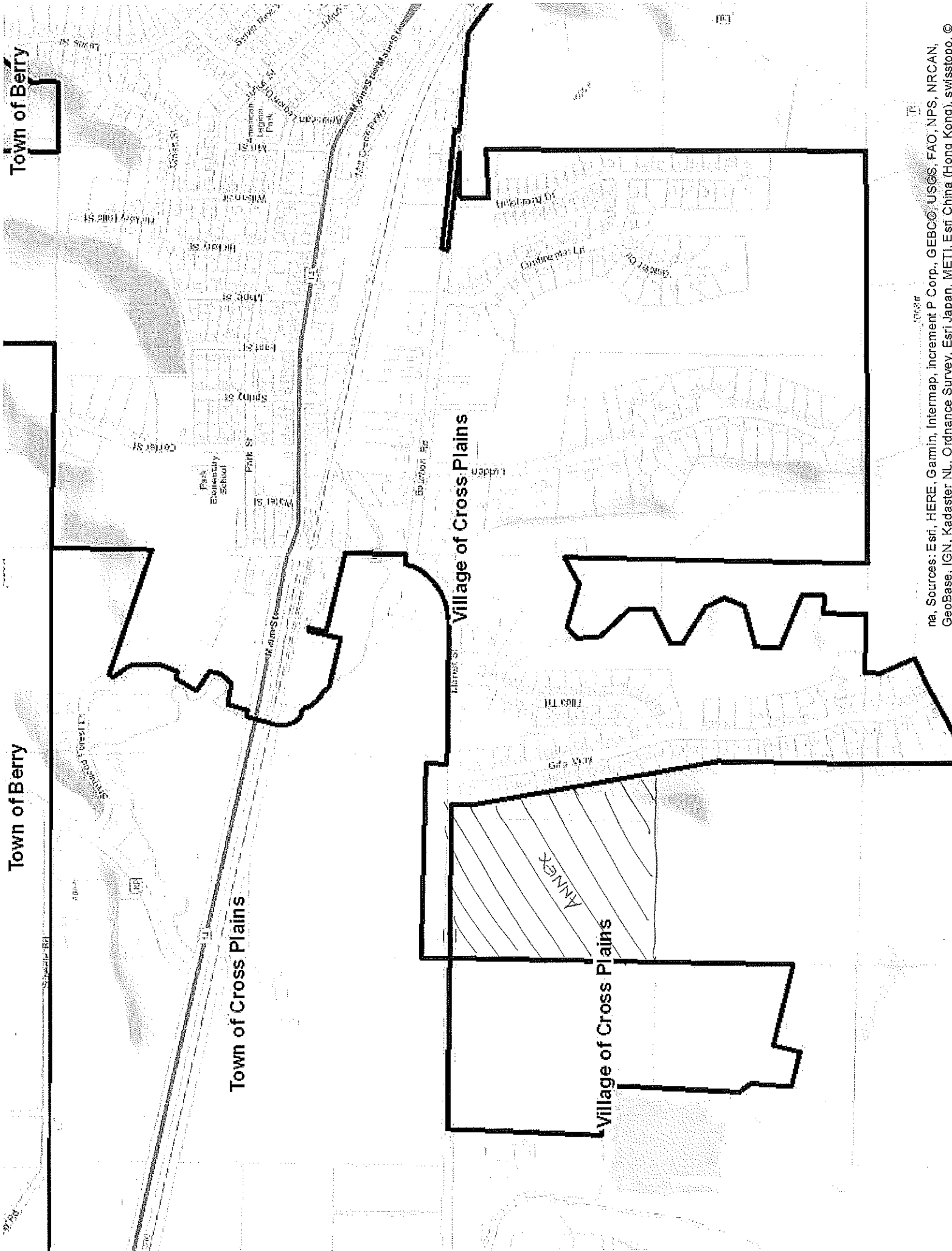
Fax: (608) 264-6104

**REAL PROPERTY LISTERS ANNEXATION REVIEW**

1. Name of Annexation: Rejret-Hollfelder	From Town of: Cross Plains	To City/Village of: Cross Plains
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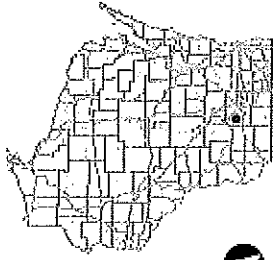
2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

**Location and Position**Y (1) A clear, concise description by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county.NC (2) Alignment with orthophotography.Y (3) Contiguous with existing village/city boundaries.N (4) Does not create an island area in Township (completely surrounded by city).N (5) Does not create an island area in City (completely surrounded by town).**Description Information**Y (1) New metes and bounds description.NC (a) Closure within 1:3000.Y (b) Commences with a corner of a ¼ section (not center of section).Y (c) Bearing basis shown.N (d) Identifies person preparing map, including stamp, registration number, and contact informationN (2) Uses existing metes and bounds descriptions       (a) Located in an existing recorded plat or Certified Survey Map, by lot(s) and or block(s).       (b) Uses metes and bounds descriptions from existing surveys not on the same bearing basisN (3) Uses a combination of new and existing metes and bounds descriptions**Map Information**NA (1) Previously recorded bearings and distances if different and reference document.Y (2) Section, 1/4 and 1/4-1/4 section lines labeled.Y (3) Identify owner(s) of annexed land.Y (4) Identify PIN numbers included in annexation.NA (5) Identify PIN numbers being split by annexationY (6) North arrow.Y (7) ScaleY (8) Streets and road shown and identified.Y (9) Legend





14113



## Legend

- Township
- Section
- Quarter-Quarter
- 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 0 0.13 0.3 Miles

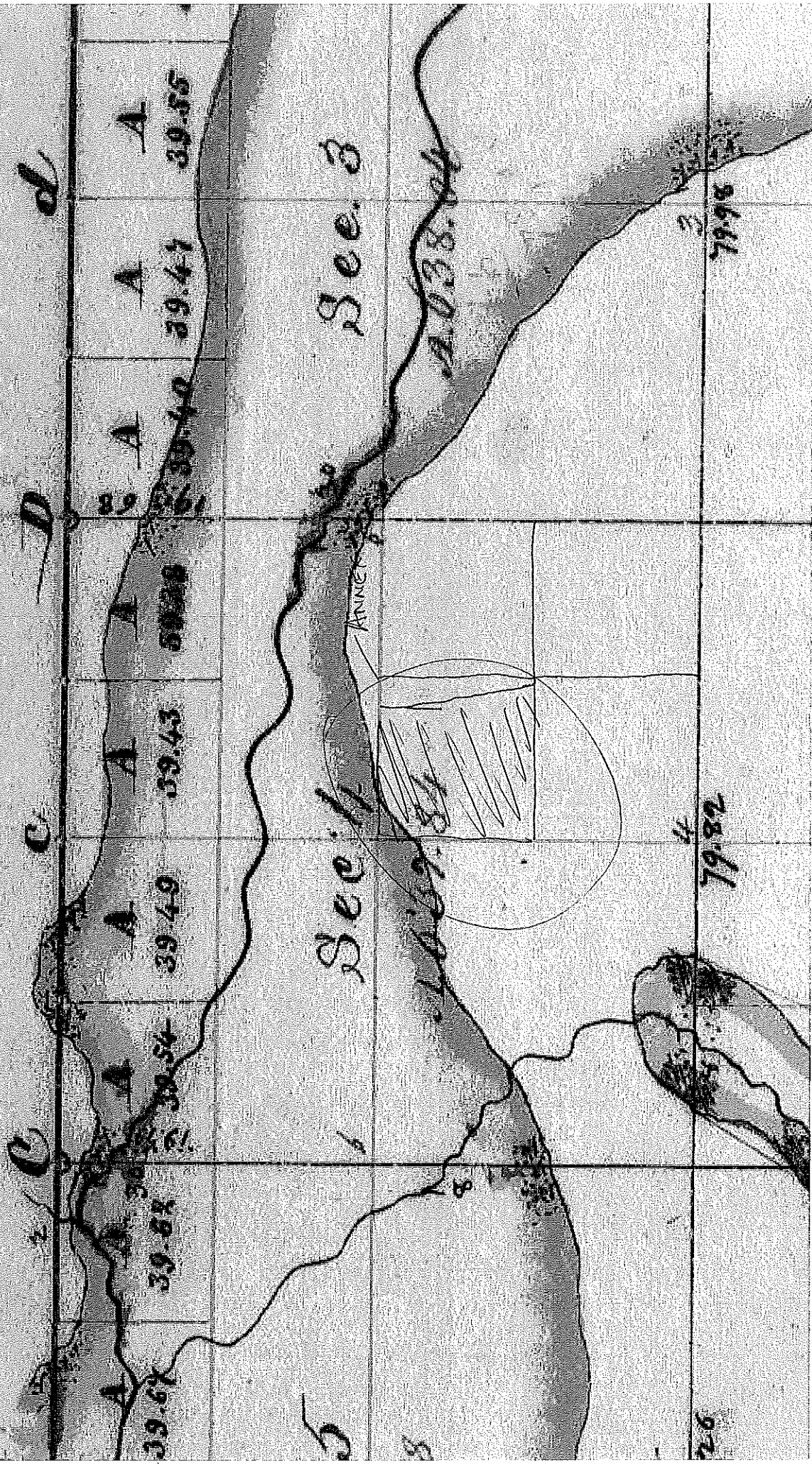


NAD\_1983\_HARN\_Wisconsin\_TM

1: 7,920



# N<sup>o</sup> 7 N. Range N<sup>o</sup> 7 East.

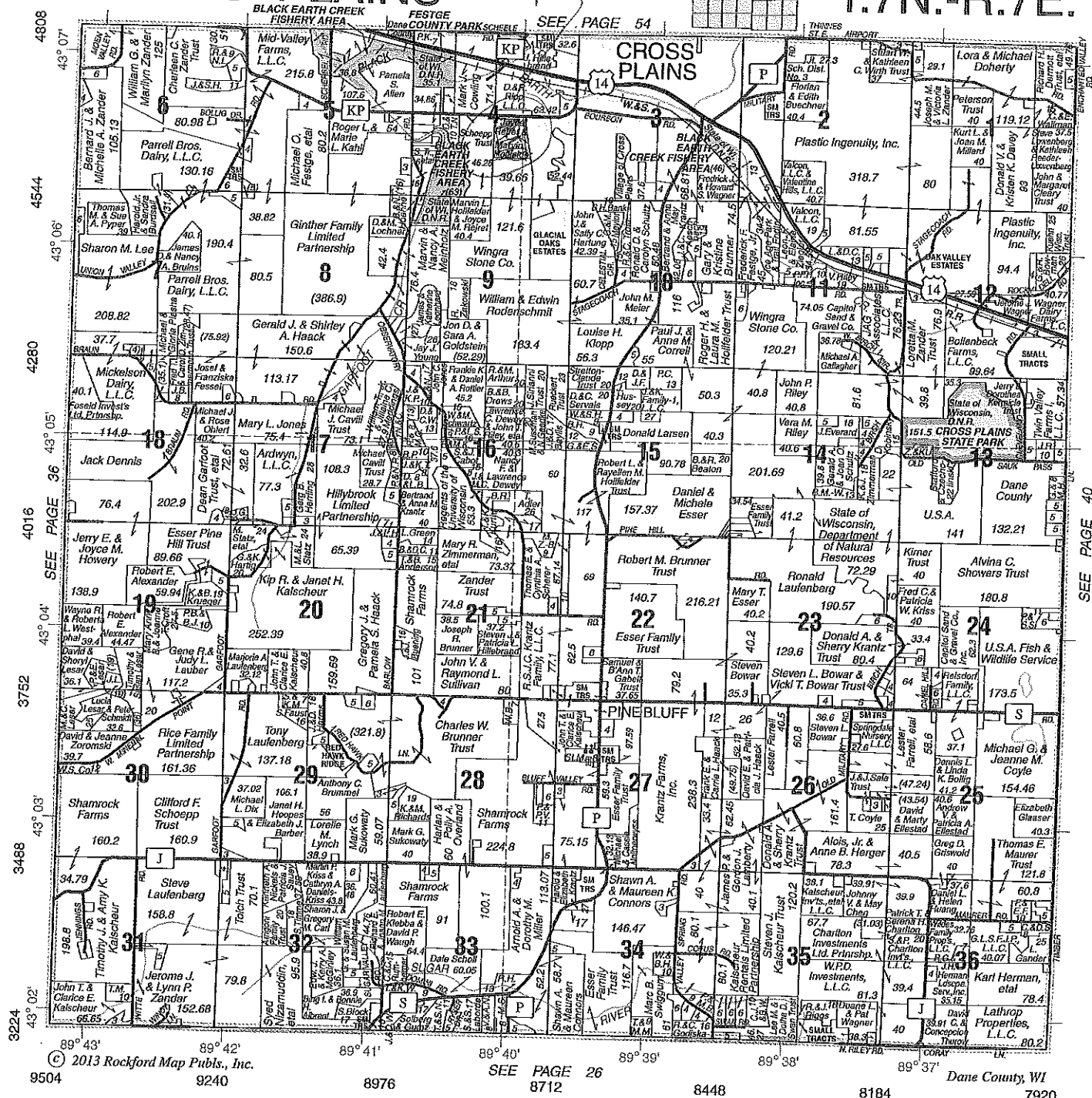




# CROSS PLAINS

ANNEX

T.7N.-R.7E.



SEE PAGE 40

SEE PAGE 26

Dane County, WI



AFFILIATED-ROESSLER

2034 Main Street  
Cross Plains, Wisconsin 53528  
Cell 608-212-2006  
Ofc 608-798-4000 Ext 27  
Fax 608-798-4090

mroessler@c21affiliated.com

Each Office Independently Owned and Operated



MIKE ROESSLER  
Broker/Owner



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PUBLISHERS

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SCOTT WALKER

GOVERNOR

ELLEN NOWAK

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>

May 10, 2018

PETITION FILE NO. 14113

CAITLIN STENE, CLERK  
VILLAGE OF CROSS PLAINS  
PO BOX 97  
CROSS PLAINS, WI 53528-0097

NANCY MEINHOLZ, CLERK  
TOWN OF CROSS PLAINS  
3734 COUNTY ROAD P  
CROSS PLAINS, WI 53528-9180

Subject: REJRET & HOLLLFELDER ANNEXATION

The proposed annexation submitted to our office on April 20, 2018, 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 CROSS PLAINS**, 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 14113 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=2186>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner