

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

Petitioner Information

Name: **PATRICIA GEISER**

Address: **N3692 S. IRISH ROAD**

CHILTON, WI 53014

Email: -

Office use only:

RECEIVED

September 16, 2020

Municipal Boundary Review
Wisconsin Dept. of Admin.

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

2. Petitioned City or Village: **CHILTON**

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

4. Population of the territory to be annexed: **1**

5. Area (in acres) of the territory to be annexed: **38.74**

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **3922**

Petitioners phone:

920 849 2883

Town clerk's phone:

920 849 9774

City/Village clerk's phone:

920 849 2451

Contact Information if different than petitioner:

Representative's Name and Address:

DAVID DETROYE

CHILTON CITY ADMINISTRATOR

42 SCHOOL STREET

CHILTON, WI 53014

Phone: **920 849 2451**

E-mail: **CHILTONCLK@CHILTONWI.COM**

Surveyor or Engineering Firm's Name & Address:

Phone:

E-mail:

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

\$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: 9-14-2020

Payee: City of Chilton

Check Number: 85725

Check Date: 9-3-2020

Amount: \$1,150⁰⁰

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).

☒ 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.]

ANNEXATION PETITION

TO: David Detroye, Administrator for the City of Chilton
Wilmer Geiser, Chairman for the Town of Charlestown

Pursuant to section 66.0217(2) of the Wisconsin Statutes, the undersigned, Patricia Geiser, petitions to have the following described Property annexed to the City of Chilton:

The North West Quarter (¼) of the Northwest Quarter (¼) of Section Number Twenty (20) in Township Number Eighteen (18) North of Range Number Twenty (20) East, Town of Charlestown, Calumet County, Wisconsin, less and excepting therefrom conveyances for highway purposes. (Tax Parcel ID No. 3922)

The purpose of the annexation is to allow for a sale of the property to, and development by, the City of Chilton.

A scale map of the property is attached.

The petitioner is the sole owner of and resident elector from the Property.

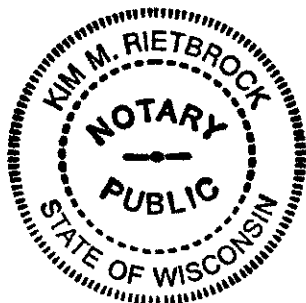
Dated this 18th day of August, 2020.

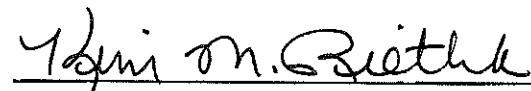

PATRICIA GEISER

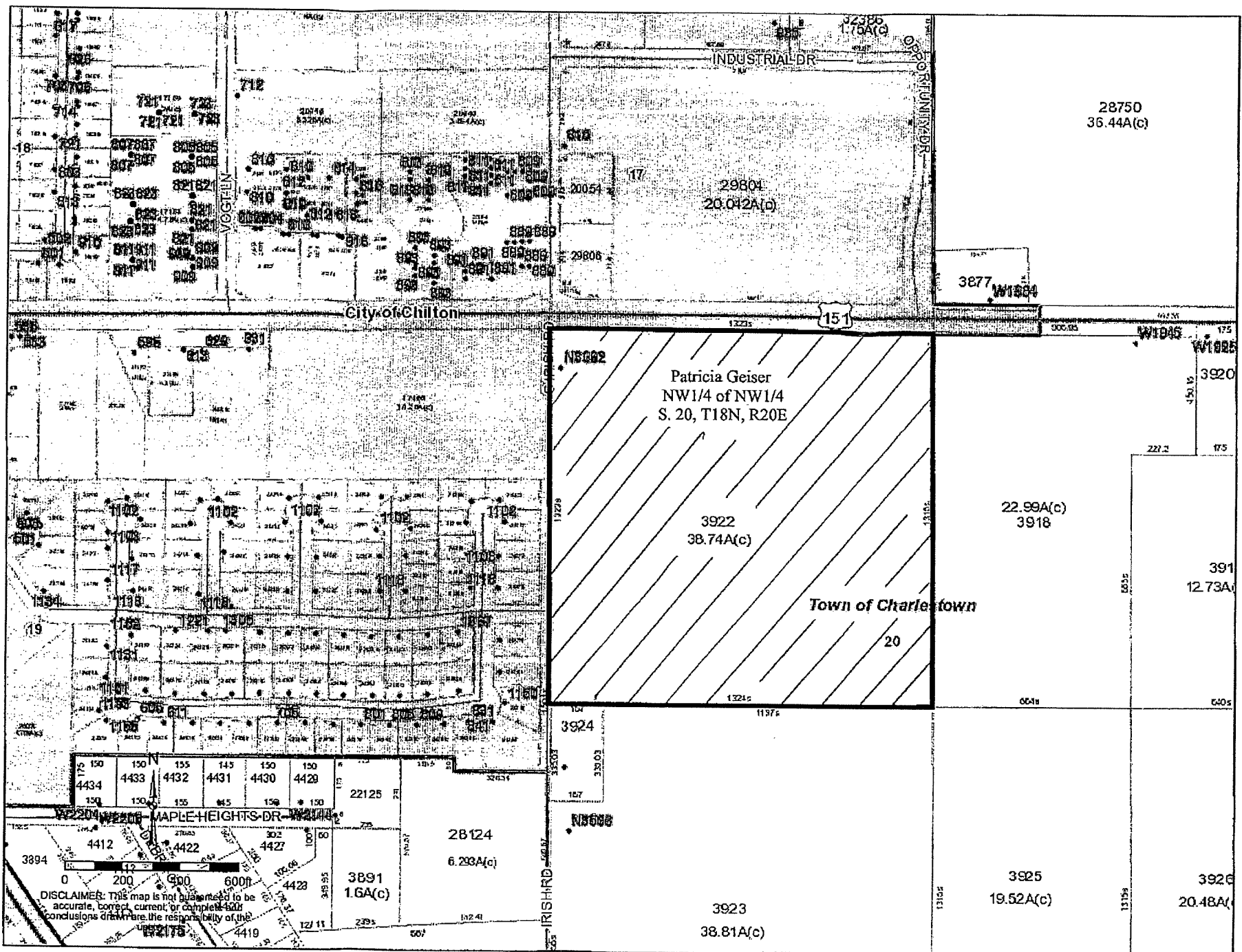
ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF CALUMET)

Personally came before me this 18th day of August, 2020, the above named, Patricia Geiser, to me known to be the person who executed the foregoing instrument and acknowledged the same.




Kim M. Rietbrock
Notary Public, State of Wisconsin
My Commission is permanent



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: **Geiser**

Petition Number: **14335**

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

2. Area (Acres): 38.74

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 3088.63

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town \$15,443.15
(annual tax multiplied by 5 years):

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: _____ Total: 4 - one person

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

Residential: 1 % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Undeveloped: 99 % - primarily Ag land.

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

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

Other: _____ %

Comments: to be zoned Commercial / option on R-2 or R-3

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?

City - Commercial

In the town?: - Agricultural

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 City initiated

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

☒ 1

Town

☐

Water Supply immediately
or, write in number of years.

☒ 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

*potential of lift station to East of Parrell
≈ \$50,000 - \$75,000*

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

b. How is the annexation territory now zoned?

Agricultural

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

Commercial

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: *DAVID DeTroye*

Email: *CHILTONCIK@CHILTONWI.COM*

Phone: *920 - 849 - 2451*

Date: *09/16/2020*

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)

REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Territory to be annexed: NW-NW SEC.20-18-20	From Town of: CHARLESTOWN	To City/Village of: CITY OF CHILTON
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2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

Location and Position

Y (1) Location description by government lot, recorded private claim, 1/4 - 1/4 section, section, township, range and county

Y (2) Contiguous with existing village/city boundaries

N (3) Creates an island area in Township (completely surrounded by city)

N (4) Creates an island area in City (completely surrounded by town)

Petition and Map Information

Y (1) Identify owner(s) of annexed land

Y (2) Identify parcel ID numbers included in annexation.

NA (3) Identify parcel ID numbers being split by annexation

Y (4) North arrow

Y (5) Graphic Scale

Y (6) Streets and Highways shown and identified

Y (7) Legend

Y (8) Total area/acreage of annexation

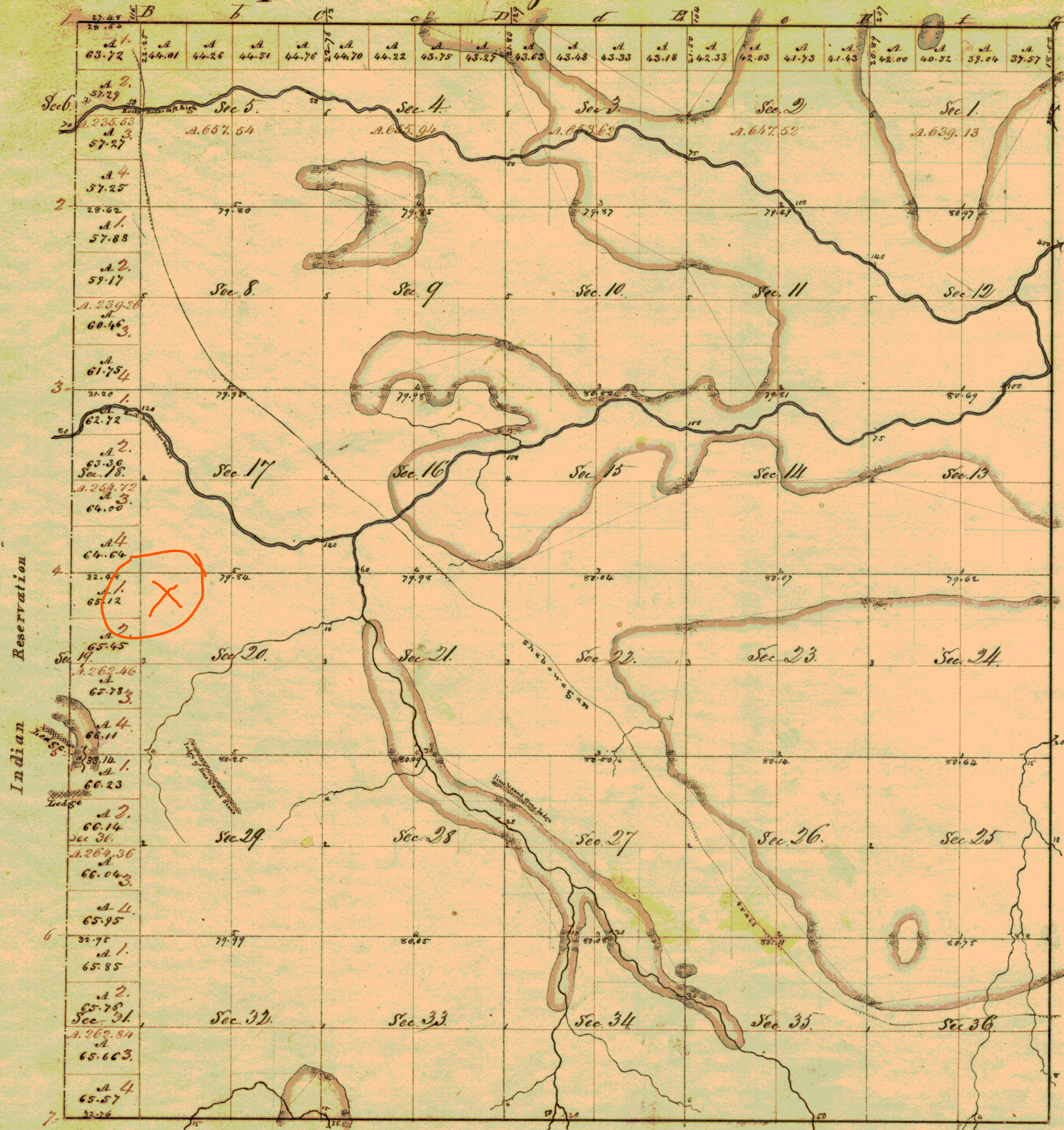
3. Other relevant information and comments:

The North West Quarter (1/4) of the Northwest Quarter (1/4) of Section Number Twenty (20) in Township Number Eighteen (18) North of Range Number Twenty (20) East, Town of Charlestown, Calumet County, Wisconsin being further described as follows: Commencing 50' South of the NW1/4 of the NW1/4 in Section 20, thence North 86°27'25" East 33.30 feet, thence South 89°60'77" East 1,289.78 feet, thence South 00°16'15" East 1,270.65 feet, thence North 89°53'02" West 1,324.01 feet, thence North 00°12'46" West a distance of 1,274.73 feet to the point of beginning.

Prepared by: Marissa Heimerl
 Title: Real Property Lister
 Phone: (920)849-1457
 Date: 9-18-2020

Please **RETURN PROMPTLY** to:
 Municipal Boundary Review
 PO Box 1645
 Madison WI 53701
 (608) 264-6102 **FAX** (608) 264-6104
wimunicipalboundaryreview@wi.gov

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



Total number of Acres 20,772.92

Survey Designated	By Whom Surveyed	Date of Contract	Acres of Survey	When Surveyed	When Surveyed
Subdivision	A. G. Ellis	22 nd Aug. 1834	57,07.59	4 th of 1834	2 nd of 1835
Town Lines	Mallet & Brink	9 th July 1833	16,58.24	2 nd of 1834	3 rd of 1834

The above Map of Township N^o XVIII North of Range N^o XX East of the 4th Principal Meridian (N. W. Ter.) is strictly conformable to the field notes of the survey thereof on file in this Office, which have been examined and approved.

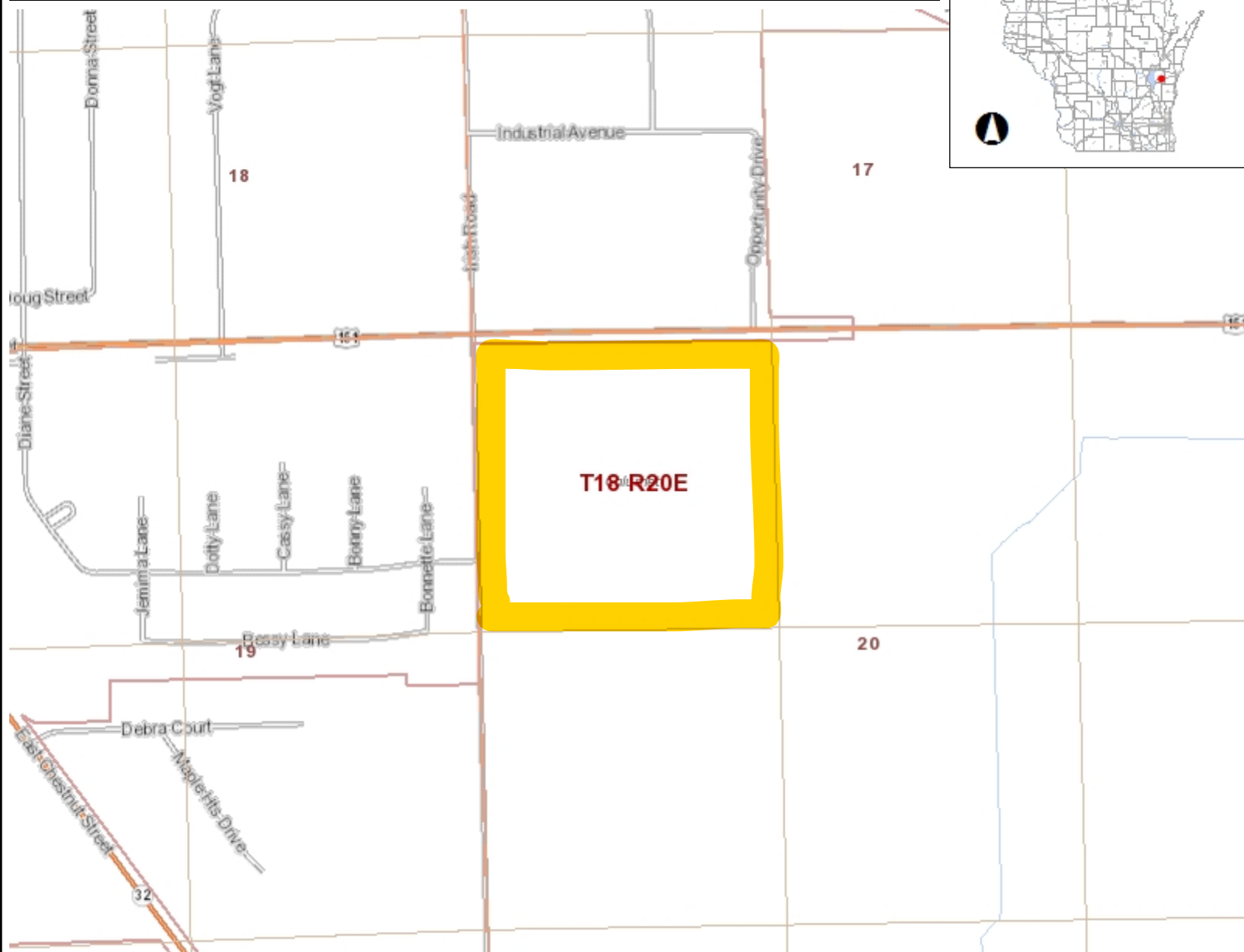
Surveyor General's Office

Cincinnati July 21st 1835

Robt. J. Lyth Sur. Genl.



Surface Water Data Viewer Map



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

0.3 0 0.13 0.3 Miles

NAD_1983_HARN_Wisconsin_TM

1: 7,920

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/>

Notes



TONY EVERS

GOVERNOR

JOEL BRENNAN

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 06, 2020

PETITION FILE NO. 14335

LISA MEYER, CLERK
CITY OF CHILTON
42 SCHOOL ST
CHILTON, WI 53014-1346

SHARON ALLEN, CLERK
TOWN OF CHARLESTOWN
N4503 IRISH RD
CHILTON, WI 53014-9353

Subject: GEISER ANNEXATION

The proposed annexation submitted to our office on September 16, 2020, 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 CHILTON**, which is able to provide needed municipal services.

Note: The territory to be annexed must be described by metes and bounds commencing from a monumented corner of the 1/4 section in which the territory lies (ref: s. 66.0217 (1) (c), 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 14335 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=2409>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner