

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: City of Onalaska, WI

Address: Onalaska City Hall

415 Main Street

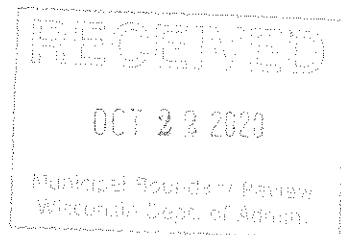
Onalaska

WI

54650

Email: kaspenson@onalaskawi.gov

Office use only:



1. Town where property is located: Town of Onalaska

2. Petitioned City or Village: City of Onalaska

3. County where property is located: La Crosse

4. Population of the territory to be annexed: 0

5. Area (in acres) of the territory to be annexed: .51 acres (.21 & .30)

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel): 10-1135-0 (both)

Petitioner's phone:

608 - 781 - 781-9590

Town of Onalaska Clerk's phone:

608-783-4958

City of Onalaska City Clerk's phone:

608-781-9530

Representative's Name and Address:

Katie Aspenson, Planning Manager, City of Onalaska, WI

Onalaska City Hall

415 Main Street

Onalaska

WI

54650

City

State

Zip

Phone: 608 - 781 - 9590

E-mail: kaspenson@onalaskawi.gov

Surveyor or Engineering Firm's Name & Address:

Christopher W. Fechner, PLS 2448

Coulee Region Land Surveyors, LLC

917 South 4th Street

La Crosse

WI

54601

City

State

Zip

Phone: 608 - 784 - 1614

E-mail: chris@couleeregionlandsurveyors.com

Required Items to be provided with Submission:

- ☒ Legal Description meeting requirements of Sec. 66.0217 (1) (c), Wis. Stats. (see attached checklist).
- ☒ Map meeting the requirements of Sec. 66.0217 (1) (g), Wis. Stats. (see attached checklist).
- Indicate Statutory annexation method used:
 - ☒ Unanimous per Sec. 66.0217 (2), Wis. Stats. **OR**
 - ☒ Direct by one-half approval per Sec. 66.0217 (3), Wis. Stats.
- ☒ Review Fees (see next page for Fee Calculations).

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

\$ _____ **Initial Filing Fee** (required with the first submittal of all petitions)
\$200 – 2 acres or less
\$350 – 2.01 acres or more

\$ _____ **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

\$ _____ **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: 10-22-2020

Payee: City of Onalaska

Check Number: 123233

Check Date: 10-8-20

Amount: \$400⁰⁰

PETITION FOR ANNEXATION

TO: City Clerk
City of Onalaska
415 Main Street
Onalaska, WI 54650

TO: Town of Onalaska
Town Clerk
N5589 Commerce Road
Onalaska, WI 54650

We, the undersigned, City of Onalaska, WI - Mayor Kim Smith

(Printed Name(s))

City of Onalaska, WI - Mayor Kim Smith

do hereby respectively petition the City of Onalaska, Wisconsin, to annex the real estate described hereinafter to the City of Onalaska, which is to be detached from the Township of Onalaska, County of La Crosse, Wisconsin to the City of Onalaska and that the subject property be zoned Parcel "A" - Multi-Family Residential (R-4) & Parcel "B" - unzoned upon annexation.

The property, which is the subject of this petition, is contiguous to the current boundaries of the City of Onalaska. A complete and accurate legal description and a scaled map of the area is attached hereto and incorporated herein.

This instrument constitutes a Petition for direct annexation pursuant to Sec. 66.0217(2), Wis. Stats. The number of electors residing within the boundaries of this property is 0 and the undersigned are the sole owners and fee title holders to this/these property(ies). Therefore, pursuant to Sec. 66.0217(4), Wis. Stats., no notice or publication is required.

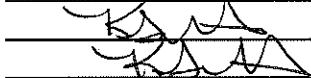
A copy of this Petition is being mailed to the State of Wisconsin, Department of Administration, for review as required by Sec. 66.0217(6), Wis. Stats., along with the requisite Wisconsin Department of Administration Annexation Fee.

A complete and detailed legal description and map must accommodate this petition at the time of application in order for it to be placed on the Plan Commission Meeting agenda. Short forms or abbreviated legal descriptions will not be accepted. Maps must be to scale and dimensioned.

SIGNATURES OF PETITIONERS

ADDRESS OF PROPERTY

DATE OF SIGNATURE



(no address on file) - Parcel A (.30 acres) - 10-1135-0

10/6/20



(no address on file) - Parcel B (.21 acres) - 10-1135-0

10/6/20

Tax Parcel Identification Numbers: 10-1135-0 (both parcels)

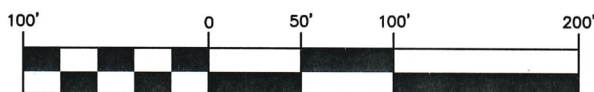
Contact Person: Katie Aspenson, Planning Manager

Telephone (608) 781-9590

Address: Onalaska City Hall, 415 Main Street, Onalaska, WI 54650

Email: kaspenson@onalaskawis.gov

Graphic Scale



(IN FEET)

1 inch = 100 ft.

N 1/4 Corner
Section 32
T17N-R7W

LEGEND

- = Found 1" Iron Pipe (unless stated otherwise)
- = Set 3/4" x 20" Rebar (1.50 lb/lin. ft.)
- () = Recorded dimensions
- ⊕ = Found County marker
- = Boundary of this survey
- - - = Centerline
- - - = City of Onalaska
- - - = Town of Onalaska
- x - x - = Fence line
- ☆ = Light Pole

existing municipal
boundary

Note: This Parcel is currently applying for annexation

Town of Onalaska

D.N. 752587

This parcel has been annexed
ord # 1652-2019

NE - SW
Section 32
T17N-R7W

City of Onalaska

S 1/4 Corner
Section 32
T17N-R7W

Parcel "A" Legal Description for Annexation

Part of the NE 1/4 of the SW 1/4, Section 32, T17N-R7W, Town of Onalaska, La Crosse County, Wisconsin described as follows:

Commencing at the North 1/4 corner of Section 32, thence S 09°53'05" W 2781.47 feet to the northeast corner of the parcel described in Document Number 752587, thence S 80°02'32" W 414.24 feet to the northwest corner of said parcel and the point of beginning of this description:

thence S 26°21'44" E 439.86 feet to the southwest corner of said parcel described in Document No. 752587;
thence S 80°02'32" W 31.27 feet;
thence N 26°21'44" W 439.86 feet;
thence N 80°02'32" E 31.27 feet to the point of beginning of this description.

Subject to any easements, covenants and restrictions of record.

Parcel "B" Legal Description for Annexation

Part of the SE 1/4 of the NW 1/4, NE 1/4 of the SW 1/4, Section 32, T17N-R7W, Town of Onalaska, La Crosse County, Wisconsin described as follows:

Commencing at the North 1/4 corner of Section 32, thence S 13°47'09" W 2825.49 feet to the southeast corner of the parcel described in Document Number 1479029, thence S 80°02'32" W 222.00 feet to the southwest corner of said parcel and the point of beginning of this description:

thence S 80°02'32" W 36.89 feet to the East right-of-way line of State Road "35";
thence, along said East right-of-way line, N 08°42'13" W 196.51 feet;
thence N 80°02'32" E 57.21 feet to the northwest corner of said parcel described in Document No. 1479029;
thence S 02°48'56" E 198.00 feet to the point of beginning of this description.

Subject to any easements, covenants and restrictions of record.

Bearing Basis: The La Crosse County Coordinate System.
Referenced to the (WCCS) NAD 83 (2011) Adjustment:



SURVEYOR'S CERTIFICATE

I, Christopher W. Fechner, Professional Land Surveyor, hereby certify that the survey shown and represented above is accurate and true to the best of my knowledge and belief and that there are no visible encroachments other than those shown.

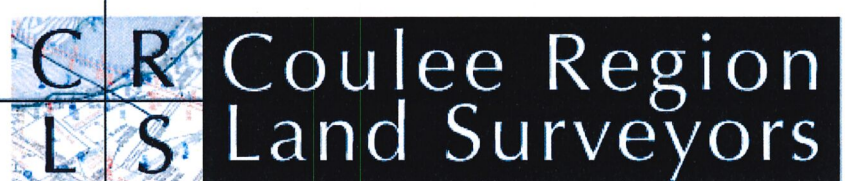
Christopher W. Fechner PLS 2448

SURVEY FOR City of Onalaska

Part of the SE-NW, NE-SW,
Section 32, T17N-R7W;
Town of Onalaska, La Crosse County, WI
State Road "35"

DRAWN BY:	DATE:
TS CF	7/8/2019
REVISED BY:	DATE:
SCALE:	
1" = 100'	
PROJECT NO.:	FIELD CREW:
S-7512C	RC LF

SHEET 1 OF 1



917 SOUTH 4TH STREET - P.O. BOX 1954
LA CROSSE, WISCONSIN 54601

PHONE (608) 784-1614 FAX (608) 784-1408
www.couleeregionlandsurveyors.com

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: **City of Onalaska**

Petition Number: **14345**

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

2. Area (Acres): **.51 acres (total)**

3. Pick one: ☐ Property Tax Payments

OR ☒ Boundary Agreement

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

\$ _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

c. Paid by: ☐ Petitioner ☐ City ☐ Village

☐ Other: _____

a. Title of boundary agreement

b. Year adopted **2016**

c. Participating jurisdictions

d. Statutory authority (pick one)

☐ 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: **100** %

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

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

Other: **100** %

Comments: **Parcel A = multi-family Residential Parcel "B" = unzoned ROW / other**

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?

Vacant Land (multi-family), Parkland, ROW

In the town?: **Single Family, Commercial, vacant land**

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 **bring city-owned land into municipal limits**

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

☐

☐

(NA)

or, write in number of years. _____

Water Supply immediately

☐

☐

(NA)

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? County- Rural (both)

c. How will the land be zoned and used if annexed? Unzoned (ROW) and High Density Residential (R-4)

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:

N/A

Prepared by: ☐ Town ☒ City ☐ Village

Name: Katie Aspenson, Planning Manager

Email: kaspenson@onalaskawisconsin.gov

Phone: 608-781-9590

Date: 10-26-2020

(March 2018)

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

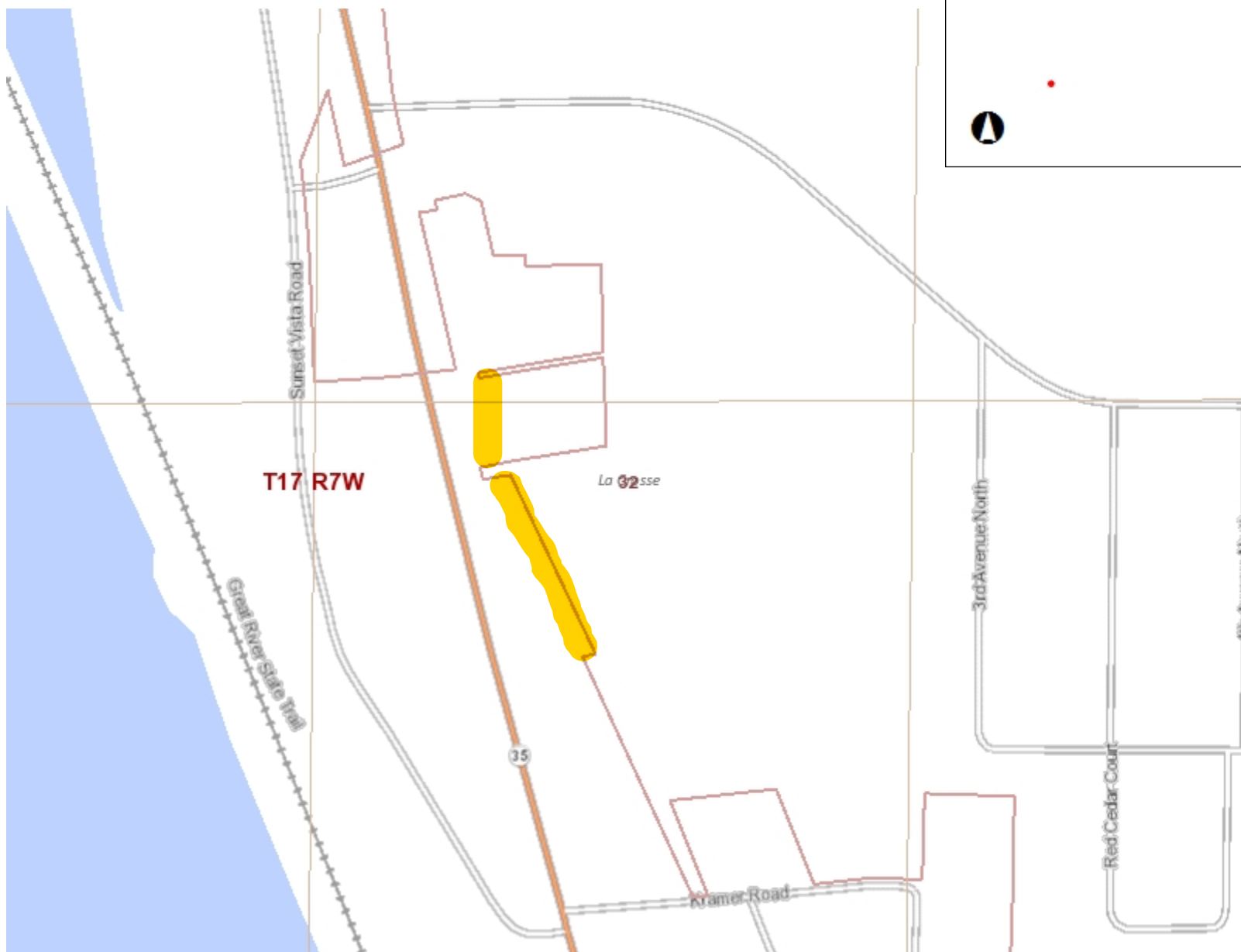
Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104



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

Notes

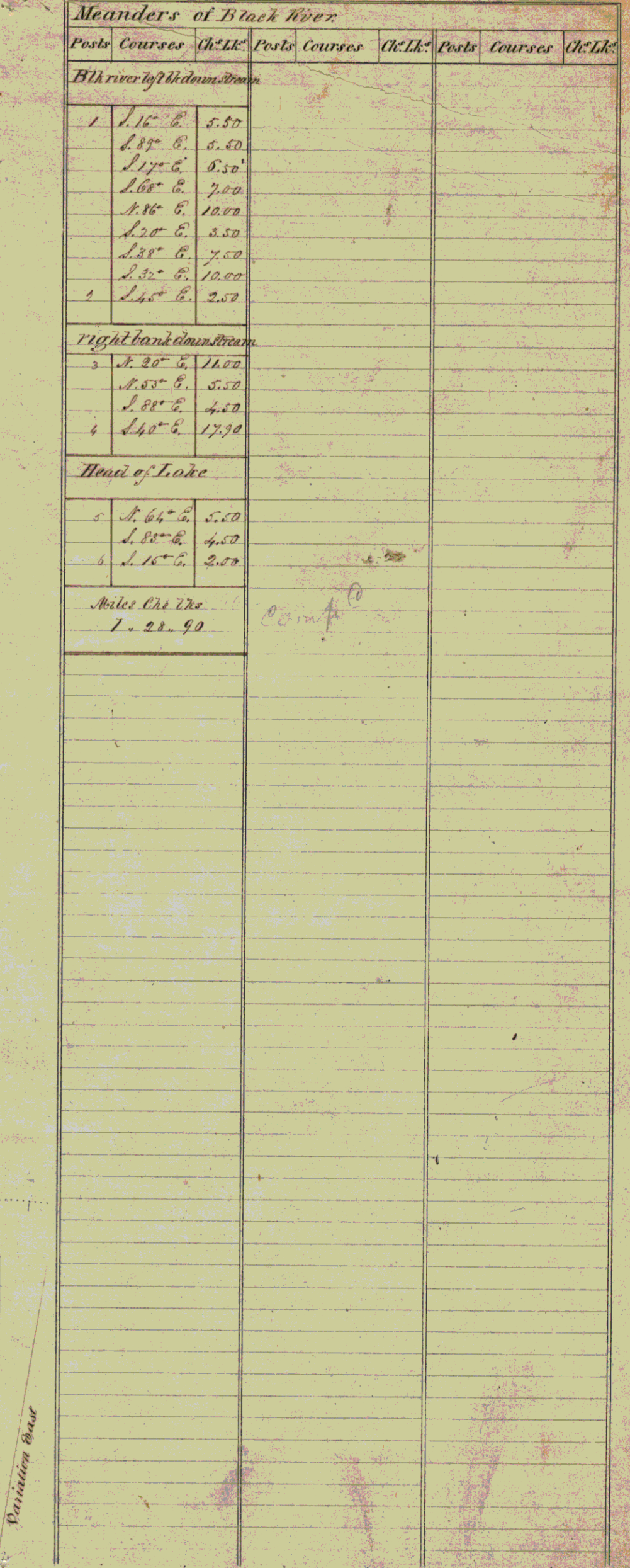
0.1 0 0.06 0.1 Miles

NAD_1983_HARN_Wisconsin_TM

1: 3,960

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/>

Oct. 17. 1871 West. 4th Mrs. A. L. C.



0 10 20 40 60 80
Scale 40 Chains to an Inch.

The above Map of Township N^o 17 North. of Range N^o 7 West. 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,
Duluth, April 8th 1847.

GEO. W. JONES
Sur. Genl

The above Map of Township N^o 17 North. of Range N^o 7 West. 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.

Dubuque, April 8th 1847

Geo. W. Jones



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>

November 12, 2020

PETITION FILE NO. 14345

JOANN MARCON, CLERK
CITY OF ONALASKA
415 MAIN ST
ONALASKA, WI 54650-2953

MARY RINEHART, CLERK
TOWN OF ONALASKA
N5589 COMMERCE ROAD
ONALASKA, WI 54650-9266

Subject: CITY OF ONALASKA ANNEXATION

The proposed annexation submitted to our office on October 22, 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 ONALASKA**, which is able to provide needed municipal services.

Note: The parcel described in Document Number 752587 as shown on the scale map of the territory to be annexed has been annexed to the City of Onalaska per ordinance 1652-2019 as filed with the department. The existing municipal boundary shown on the scale map must be adjusted accordingly.

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 14345 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=2419>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner

