

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: **BETTE BROWN SLAYTON LIVING TRUST**

Address: **N55W25299 RICHMOND ROAD**

LISBON, WI 53089

Email: **BSLAYTON@BCDA.ORG**

Office use only:

RECEIVED

February 4, 2021

Municipal Boundary Review
Wisconsin Dept. of Admin.

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

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

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

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

5. Area (in acres) of the territory to be annexed: **76.288**

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **LSBT0273998**

Petitioners phone:

814-977-2435

Town clerk's phone:

262-246-6100 X 1001

City/Village clerk's phone:

262-246-5200

Contact Information if different than petitioner:

Representative's Name and Address:
MATT MORONEY, JD

WANGARD PARTNERS, INC.

1200 N MAYFAIR ROAD, SUITE 310

MILWAUKEE, WI 53226

Phone: **1-414-510-1560**

E-mail: **MMORONEY@WANGARD.COM**

Surveyor or Engineering Firm's Name & Address:
THE SIGMA GROUP

1300 W CANAL STREET

MILWAUKEE, WI 53233

ATTN: BAIBA ROZITE

Phone: **1-414-643-4171**

E-mail: **BROZITE@THESIGMAGROUP.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

\$350 Initial Filing Fee (required with the first submittal of all petitions)

\$200 – 2 acres or less

\$350 – 2.01 acres or more

\$1000 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

\$1350 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: 2-4-2021

Payee: Wangard Partners Inc

Check Number: 23398

Check Date: 11-5-2020

Amount: \$1,350.00

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 DIRECT ANNEXATION BY UNANIMOUS APPROVAL

The undersigned, constituting 100 percent of owners of the following described territory located in the Town of Lisbon, Waukesha County, Wisconsin, lying contiguous to the Village of Sussex, petition the Honorable Village President and Village Board of said Village to annex the territory described below and shown on the attached map, as permitted by Chapter 66, Wis. Stats., to the Village of Sussex, Waukesha County, Wisconsin.

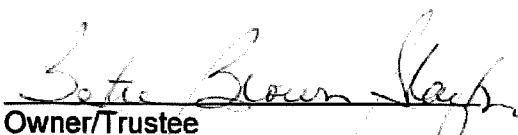
A parcel of land located in the Northwest 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 33, Township 8 North, Range 19 East, in the Town of Lisbon, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the North 1/4 corner of said Section 33; thence North 89°54'44" East, 202.50 feet along the north line of the Northeast 1/4 of said Section to the point of beginning; continuing thence North 89°54'44" East, 1121.77 feet along said north line to the northerly extension of the west line of Lot 1 of Certified Survey Map No. 11793; thence South 0°33'24" West, 2597.67 feet along the west line of said Lot 1 of Certified Survey Map No. 11793 and the west line of Lot 3 of Certified Survey Map No. 11854 to the north line of C.T.H. "K" (Lisbon Road); thence South 89°53'56" West, 1318.13 feet along said north line to the west line of said Northeast 1/4 of Section 33; thence North 0°25'16" East, 2133.04 feet along said west line to the south line of Lot 1 of Certified Survey Map No. 7620; thence North 89°54'44" East, 282.00 feet along said south line to the easterly line of said Lot 1; thence North 14°09'16" West, 185.54 feet along said easterly line; continuing thence North 6°09'16" West, 286.49 feet along said easterly line to the point of beginning.

Containing 3,323,110 square feet (76.288 acres), more or less.

There are no persons residing in the territory.

Dated this 23 day of ~~November, 2020~~ ^{JANUARY, 2021}



Owner/Trustee

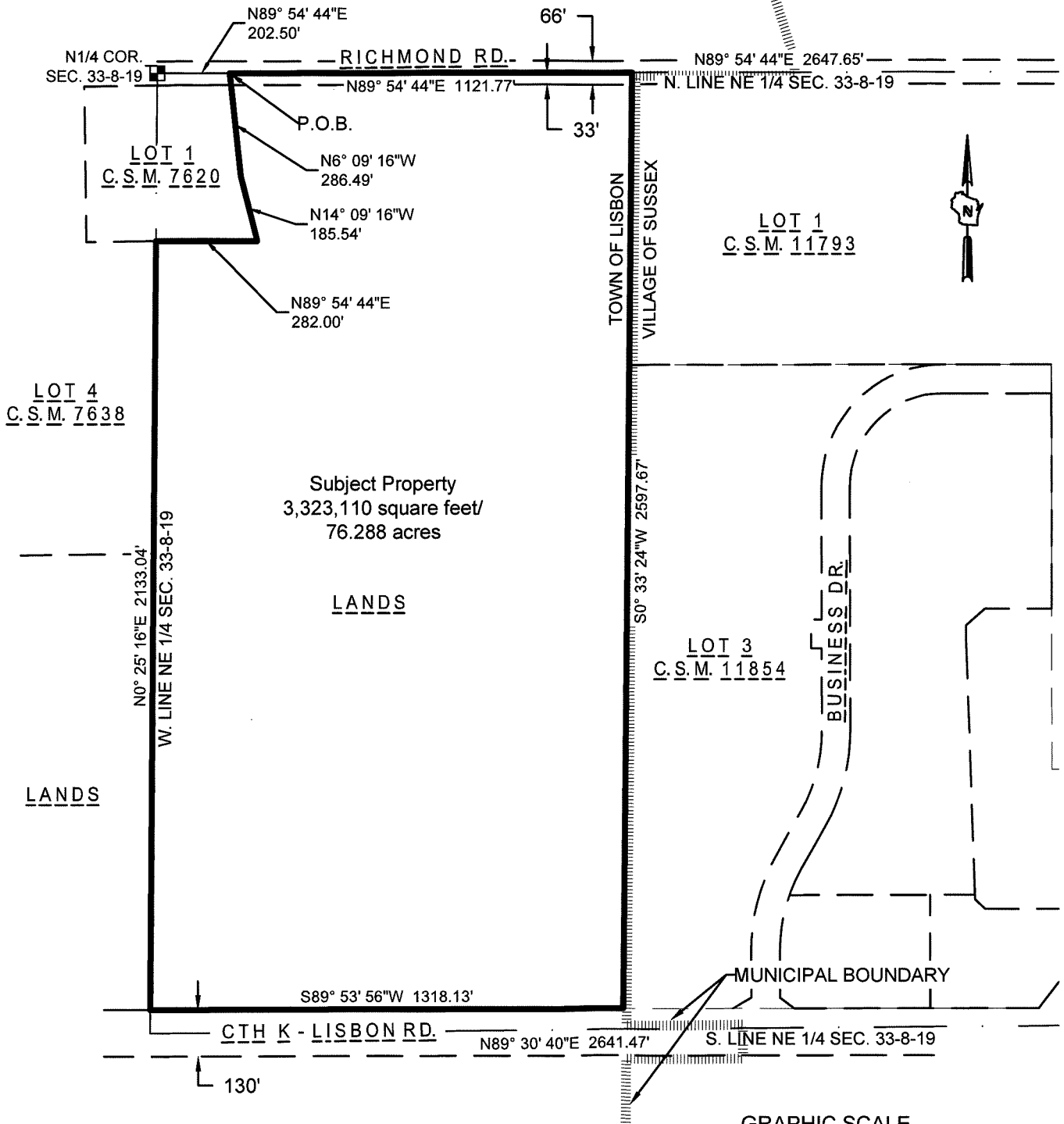
Bette Brown Slayton Living Trust

2272 Dibert Rd.

Bedford, PA 15522-8221

Tax ID No.: LSBT0273998

Property Address per Tax Roll: N55W25299 Richmond Road, Lisbon, WI



Bearings are referenced to the West line of the Northeast 1/4 of Section 33 T.8N., R.19E. which bears N.00°25'16"E. and is referenced to Grid North of the Wisconsin State Plane Coordinate System, South Zone, NAD27.

THE SIGMA GROUP
Single Source. Sound Solutions.

www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

Proposed Annexation to the Village of Sussex

A parcel of land located in the NW 1/4 and SW 14 of the NE 1/4 of Section 33, T8N, R19E, Town of Lisbon, Waukesha County, Wisconsin

DATE: 11-02-2020

19757 ANNEXATION.DWG

B.M.R.

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: **Bette Brown Slayton Living Trust**

Petition Number: **14371**

1. Territory to be annexed: From **TOWN OF LISBON**

To **VILLAGE OF SUSSEX**

2. Area (Acres): **76.288**

3. Pick one: ☐ Property Tax Payments

OR ☒ Boundary Agreement *Boundary Stipulation and Intermunicipal Agreement*

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

\$ _____

a. Title of boundary agreement _____

b. Year adopted **2020**

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

c. Participating jurisdictions **Town of Lisbon**

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: _____% Recreational: _____% Commercial: _____% Industrial: _____%

Undeveloped: **100** %

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

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

Other: **100** %

Comments: **BUSINESS PARK**

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?

BUSINESS PARK

In the town?: **FARMING**

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

☒ 3

☐ _____

Water Supply immediately
or, write in number of years.

☒ 3

☐ _____

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? AGRICULTURAL

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

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: SAMUEL LIEBERT

Email: SLIEBERT@village.sussex.org

Phone: (262) 246-5211

Date: 2/16/21

(March 2018)

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Territory to be annexed: LSBT0273998	From Town of: Lisbon	To City/Village of: Village of Sussex
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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, ¼ - ¼ 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.

☐ Y (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

☐ (7) Legend

☐ Y (8) Total area/acreage of annexation

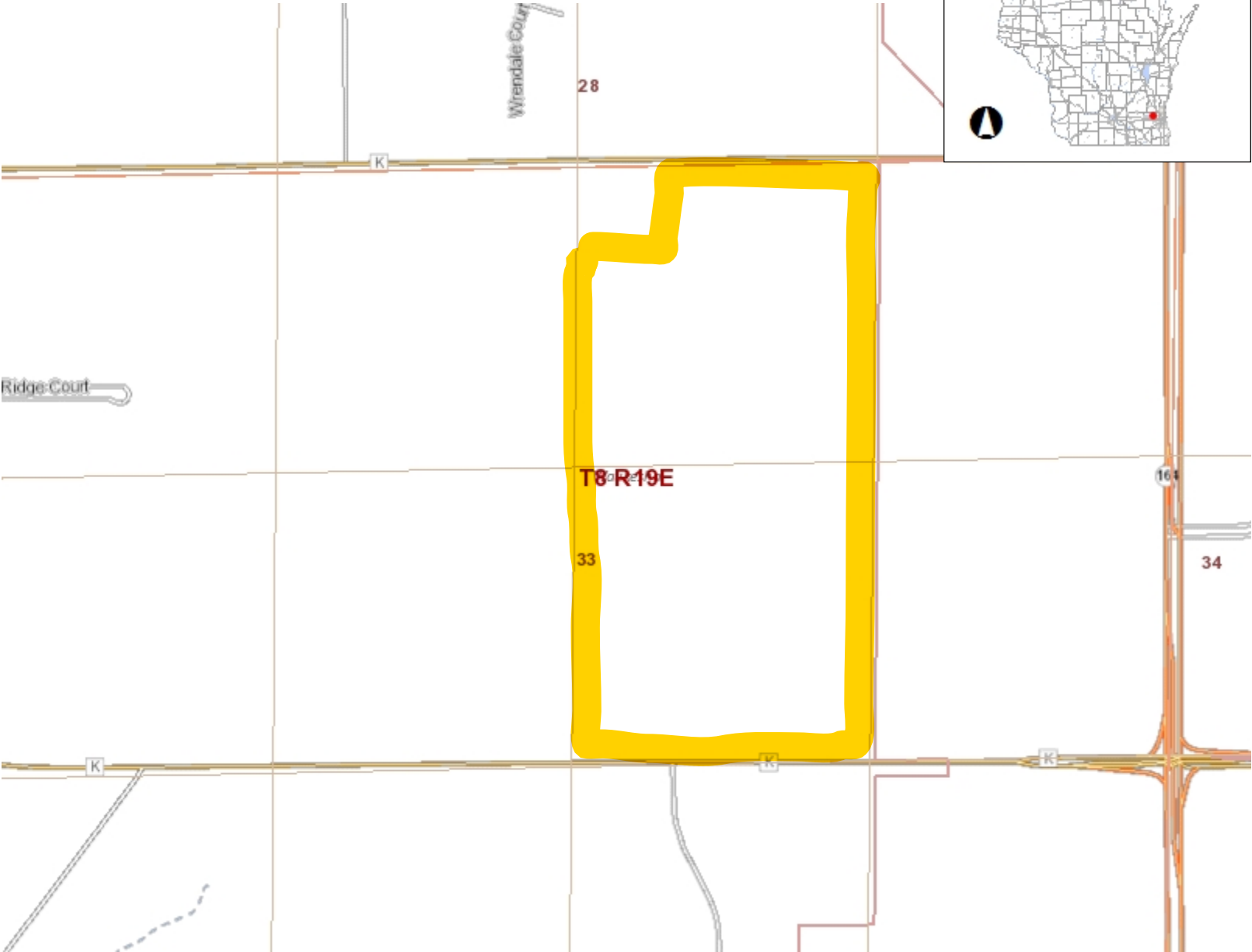
3. Other relevant information and comments:

Prepared by: Candace L. White
 Title: Community Services Rep
 Phone: 262-548-7597
 Date: February 8, 2021

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



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

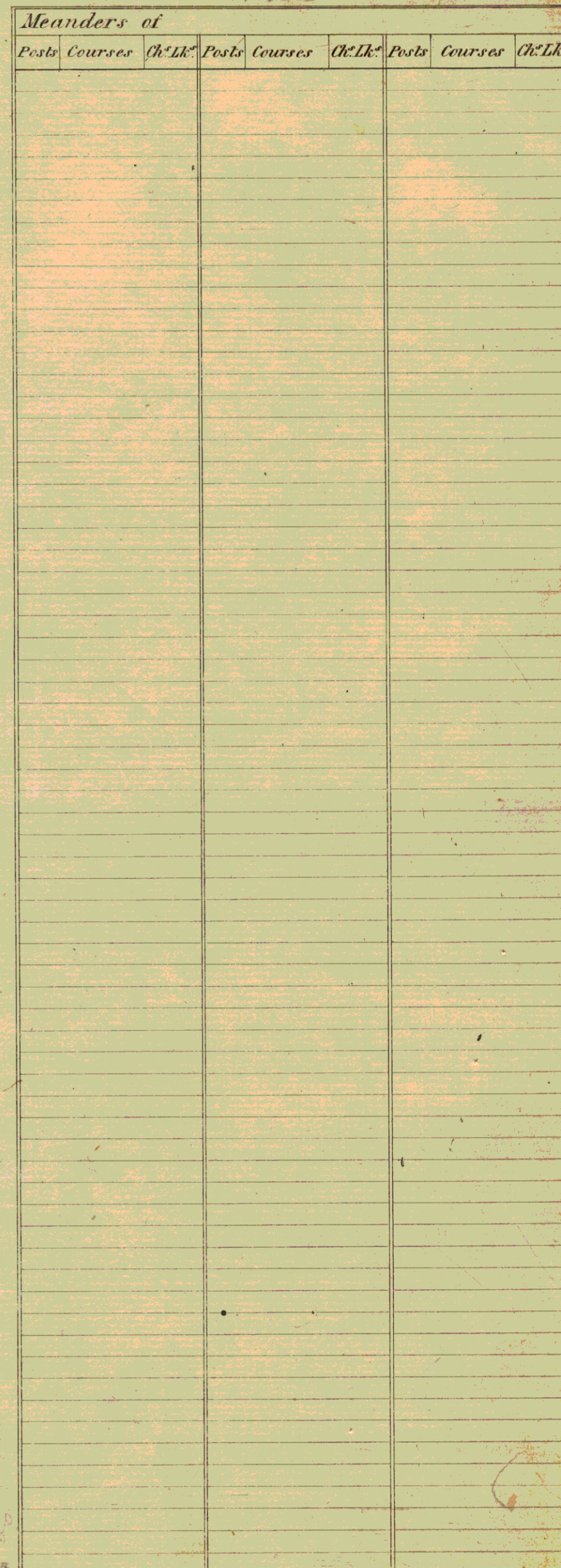
NAD_1983_HARN_Wisconsin_TM

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

Oct. 8-1904 ¹⁸⁵¹ 5-5-4
Wisconsin



Scale 40 Chains to an Inch.

The above Map of Township No 8 North of Range No 19 E. of the 4th Principal Meridian Wisconsin Ter. is strictly conformable to the field notes of the survey thereof on file in this Office which have been examined and approved.

Cincinnati, Jan'y 19. 1837. Orville Smith the Sur. Genl

Robert Lytle *Sup.^r Genl.*



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>

February 23, 2021

PETITION FILE NO. 14371

SAMUEL LIEBERT, CLERK
VILLAGE OF SUSSEX
N64W23760 MAIN ST
SUSSEX, WI 53089-3120

ELISA M CAPPOZZO, CLERK
TOWN OF LISBON
W234 N8676 WOODSIDE RD
SUSSEX, WI 53089-1545

Subject: BETTE BROWN SLAYTON LIVING TRUST ANNEXATION

The proposed annexation submitted to our office on February 04, 2021, 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 SUSSEX**, 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 14371 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=2445>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner