

# 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

Name: **EUGENE A. PRONSCHINSKE**

Address: **4227 DRIER COURT**

**EAU CLAIRE, WI 54701**

Email:

Office use only:

**RECEIVED**

**February 24, 2021**

Municipal Boundary Review  
Wisconsin Dept. of Admin.

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

2. Petitioned City or Village: **EAU CLAIRE**

3. County where property is located: **EAU CLAIRE**

4. Population of the territory to be annexed: **VACANT LOT**

5. Area (in acres) of the territory to be annexed: **0.704**

6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **024121310050**

Petitioners phone:

**715-832-4577**

Town clerk's phone:

**715-834-3257**

City/Village clerk's phone:

**715-839-4912**

## Contact Information if different than petitioner:

Representative's Name and Address:

Surveyor or Engineering Firm's Name & Address:  
**REAL LAND SURVEYING**

**1360 INTERNATIONAL DRIVE STE #2**

**EAU CLAIRE, WI 54701**

Phone:

Phone: **715-514-4116**

E-mail:

E-mail: **PGARTMANN@RLSWI.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

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

\$200 – 2 acres or less

\$350 – 2.01 acres or more

**\$200 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

**\$400 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: 2-24-2021

Payee: Eugene or Patricia Pronschinske

Check Number: 6848

Check Date: 8-20-2020

Amount: \$400.00

## Petition for Direct Annexation

### Pursuant to Section 66.0217(2) WIS. STATS.

We, the undersigned, consulting all of the electors and all of the owners of the real property in the following territory of the Town of Washington, Eau Claire County, Wisconsin, lying contiguous to the City of Eau Claire, petition the City of Eau Claire to annex the territory described in EXHIBIT A and show on scaled map in EXHIBIT B to the City of Eau Claire, Eau Claire County, Wisconsin.

Legal Description of the proposed territory to be annexed is attached (Exhibit A). Scaled map of proposed territory to be annexed is attached (Exhibit B) parcel #024121310050.

The current population of such territory is 0.

We, undersigned, elected that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Eugene A. Pronschinske 2-16-2021

Eugene A. Pronschinske

Dated

Located in the Southwest 1/4 of the Southwest 1/4 of Section 26, Township 27 North, Range 9 West, Town of Washington, Eau Claire County, Wisconsin, And being more particularly described as follows:

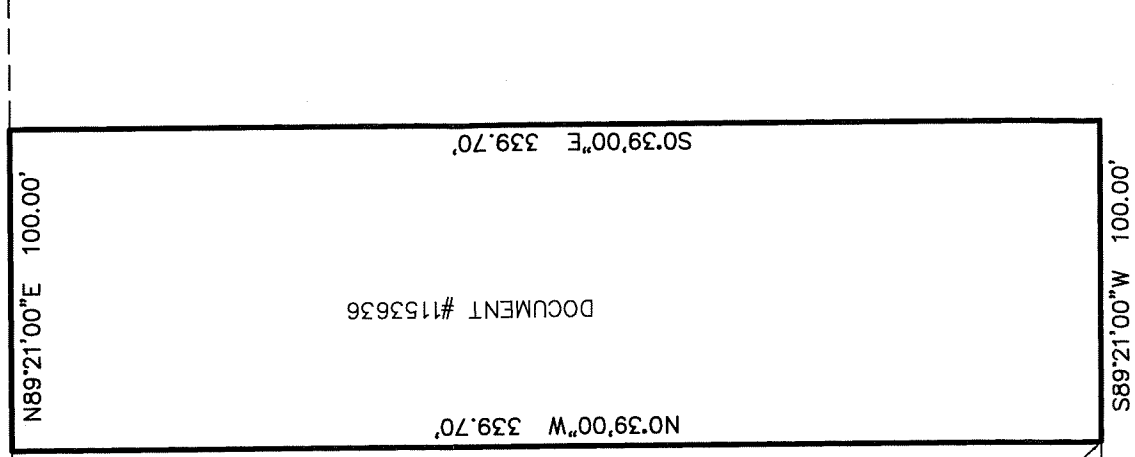
- Commencing at the Southwest corner of Section 26
- Thence N89°21'E for 956 feet to the East lane of Drier Road
- Thence N0°39'W for 330 feet
- Thence N89°21'E for 157.35 feet to the Point of Beginning
- Thence N0°39'W for 339.70 feet
- Thence N89°21'E for 100 feet
- Thence S0°39'E for 339.70 feet
- Thence S89°21'W for 100 feet to the Point of Beginning excluding North 33 feet for road right of way per document number 1153636 containing 0.075 acres

ANNEXATION EXHIBIT "A"

IN THE SOUTHWEST ¼ OF THE SOUTHWEST ¼,  
SECTION 26, TOWNSHIP 27 NORTH, RANGE 9 WEST,  
TOWN OF WASHINGTON, EAU CLAIRE COUNTY, WISCONSIN



DRIER COURT



Located in the Southwest 1/4 of the Southwest 1/4 of Section 26, Township 27 North, Range 9 West, Town of Washington, Eau Claire County, Wisconsin, And being more particularly described as follows:

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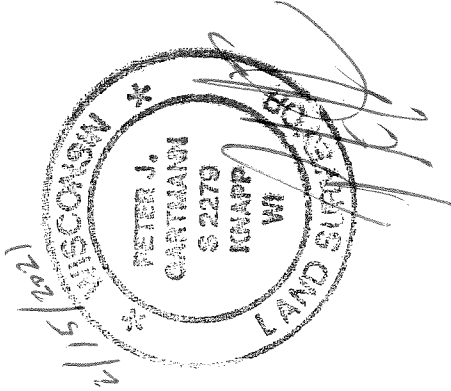
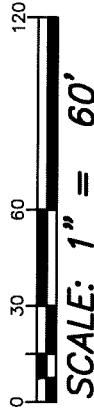
POINT OF BEGINNING

N89°21'00"E 157.35'

N0°39'00"W 330.00'

N89°21'00"E 956.00'

SOUTHWEST CORNER SECTION 26  
POINT OF COMMENCEMENT





# 2019 Property Record | Eau Claire County, WI

Vacant  
Land

Assessed values not finalized until after Board of Review  
Property search information is updated nightly  
Parcel and address geometry is updated monthly or as needed

## OWNERS

EUGENE A & PATRICIA L PRONSCHINSKE

## IN CARE OF

## PROPERTY INFORMATION

Computer No: 024121310050  
PIN: Tax # 1802422709263300030  
Historical Map ID: 27.9.26.3-3-GG  
School District: Eau Claire

## MAILING ADDRESS

EUGENE A & PATRICIA L PRONSCHINSKE  
4227 DRIER RD  
EAU CLAIRE WI  
54701

Section	Town	Range
26	27N	09W

Property Address:

Municipality:

Town Of Washington

Document History:

753/73 456/60

## PROPERTY DESCRIPTION

PRT SW-SW COM SW COR N 89DG 21'E 958 TO E LN OF DRIER RD  
TN N 0° 39' W 330' TN N 89° 21' E 157.35' TO POB TN N 0° 39' W 339.7'  
TN N 89° 21' E 100' TN S 0° 39' E 339.7' TN S 89° 21' W 100' TO POB.  
EX N 33' FOR RD R/W PER DOC.1153636 CONT 0.075 AC.

## ZONING

Zoning Code	Description
RL	Single-Family Residential (Large Lot)

## TAX INFORMATION

Gross Tax: 493.19  
School Credit: 52.95  
Lottery Credit: .00  
First Dollar Credit: .00  
Net Tax: 440.24

## LAND USE

Land Use Code	Description
RV	Residential-Vacant

## LAND VALUATION

	Acres	Land	Improve	Total
G1	.704	31,600.00	.00	31,600.00
	.704	31,600.00	.00	31,600.00

Total Acres: 0.704  
Mill Rate: 0.013931679  
Fair Market Value: 32,800.00  
Assessment Ratio: .9600

## INSTALLMENTS

Period	End Date	Amount
1	1/31/2020	220.12
2	7/31/2020	220.12

## PAYMENT HISTORY (POSTED PAYMENTS)

Please allow up to 7 days for your payments to display.

Date	Receipt #	RE Tax	Other Tax	RE Int	Other Int	Penalty	Total
07/17/2020	000396634-20	220.12	.00	.00	.00	.00	220.12

**Exhibit "B"**

0 50 100 150 ft  
024121300000

DISCLAIMER: This map is provided for informational purposes only. It is not a legal document and should not be used for legal proceedings. The map is based on the best available information and is not guaranteed to be accurate. Errors, omissions, and current data are the responsibility of the user.

0241213100100

024121301000

024121210000

024121502000

024121501000

024121408000

0241213100100

024121504110

DRIER RD

DRIER CT

SPRINGFIELD DR

Washington

East Clinton

North Arrow

**Exhibit "B"**

0 50 100 150 ft  
024121300000

DISCLAIMER: This map is provided for informational purposes only. It is not intended to be used for legal or financial purposes. The map is not a warranty, representation, or guarantee of accuracy. The map is not a substitute for a professional survey. The map is not a substitute for a professional appraisal. The map is not a substitute for a professional engineering or architectural drawing. The map is not a substitute for a professional geotechnical report. The map is not a substitute for a professional environmental impact statement. The map is not a substitute for a professional historical research report. The map is not a substitute for a professional archaeological excavation report. The map is not a substitute for a professional paleontological survey report. The map is not a substitute for a professional cultural resources survey report. The map is not a substitute for a professional historic preservation plan. The map is not a substitute for a professional historic preservation commission report. The map is not a substitute for a professional historic preservation commission decision. The map is not a substitute for a professional historic preservation commission appeal. The map is not a substitute for a professional historic preservation commission review. The map is not a substitute for a professional historic preservation commission recommendation. The map is not a substitute for a professional historic preservation commission action. The map is not a substitute for a professional historic preservation commission report. The map is not a substitute for a professional historic preservation commission decision. The map is not a substitute for a professional historic preservation commission appeal. The map is not a substitute for a professional historic preservation commission review. The map is not a substitute for a professional historic preservation commission recommendation. The map is not a substitute for a professional historic preservation commission action.

0241213100100

024121301000

024121310050

Washington

024121210000

024121502000

024121501000

024121408000

DRIER RD

DRIER CT

SPRINGFIELD DR

024121504110

East Chicago

# 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: **Pronschinske**

Petition Number: **14375**

1. Territory to be annexed: From **TOWN OF WASHINGTON** To **CITY OF EAU CLAIRE**

2. Area (Acres): **.70**

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ **51.00**

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): **255.00**

c. Participating jurisdictions \_\_\_\_\_

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: **100** % Recreational: \_\_\_\_\_ % Commercial: \_\_\_\_\_ % Industrial: \_\_\_\_\_ %

Other: \_\_\_\_\_ %

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

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?

**Residential**

In the town?: **Residential**

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 ☐ NoTown ☐ Yes ☒ No

If yes, approximate timetable 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: \_\_\_\_\_

## 11. Planning &amp; Zoning:

a. Do you have a comprehensive plan for the City/Village/Town? ☒ Yes ☐ NoIs this annexation consistent with your comprehensive plan? ☐ Yes ☐ Nob. How is the annexation territory now zoned? Residentialc. How will the land be zoned and used if annexed? Residential

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:

Prepared by: ☒ Town ☐ City ☐ VillageName: Aleta KauffmanEmail: Kauffman@townofwashington.orgPhone: 715-884-3257Date: 2-25-2021

(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

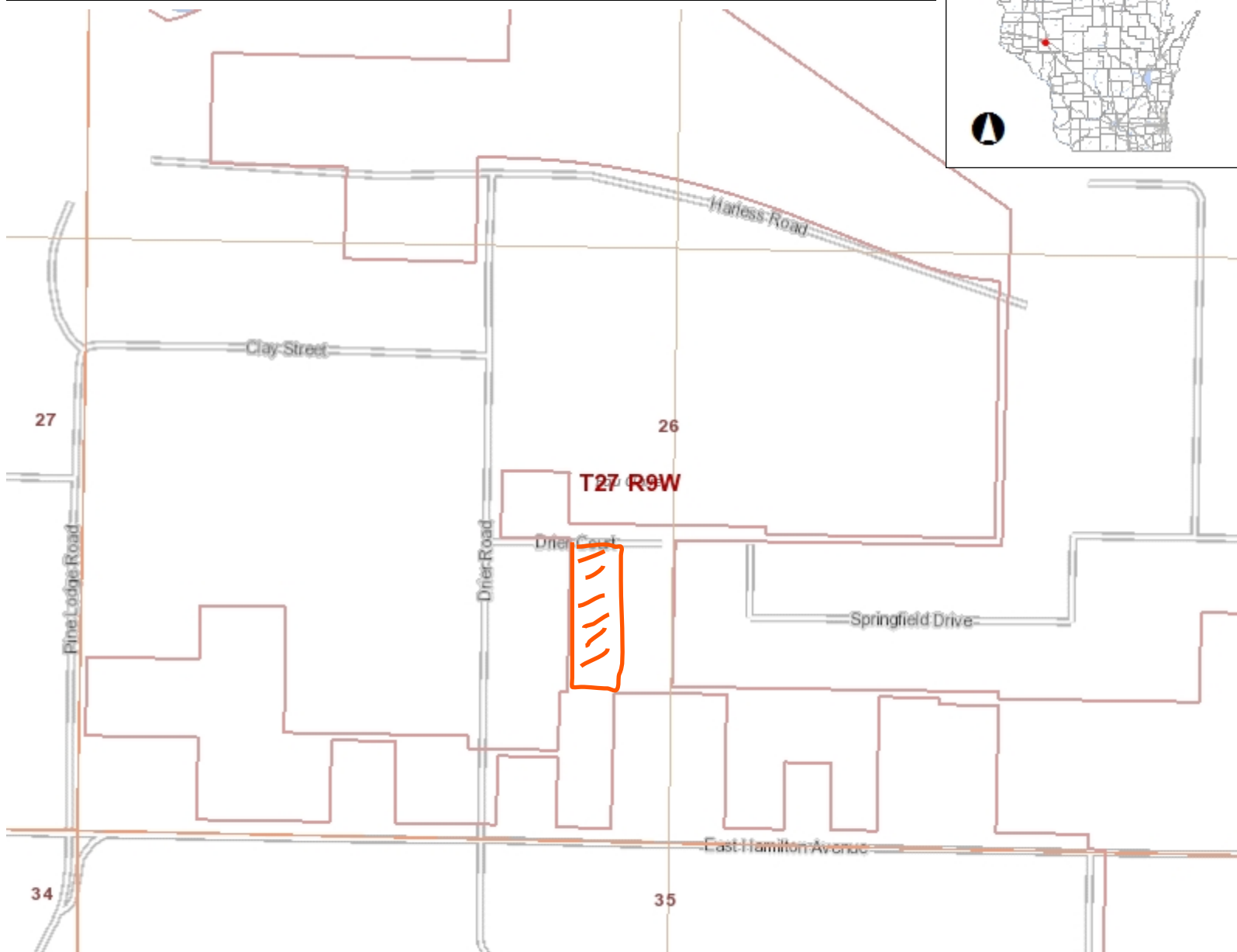


# Surface Water Data Viewer Map



## 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



0.1 0 0.06 0.1 Miles

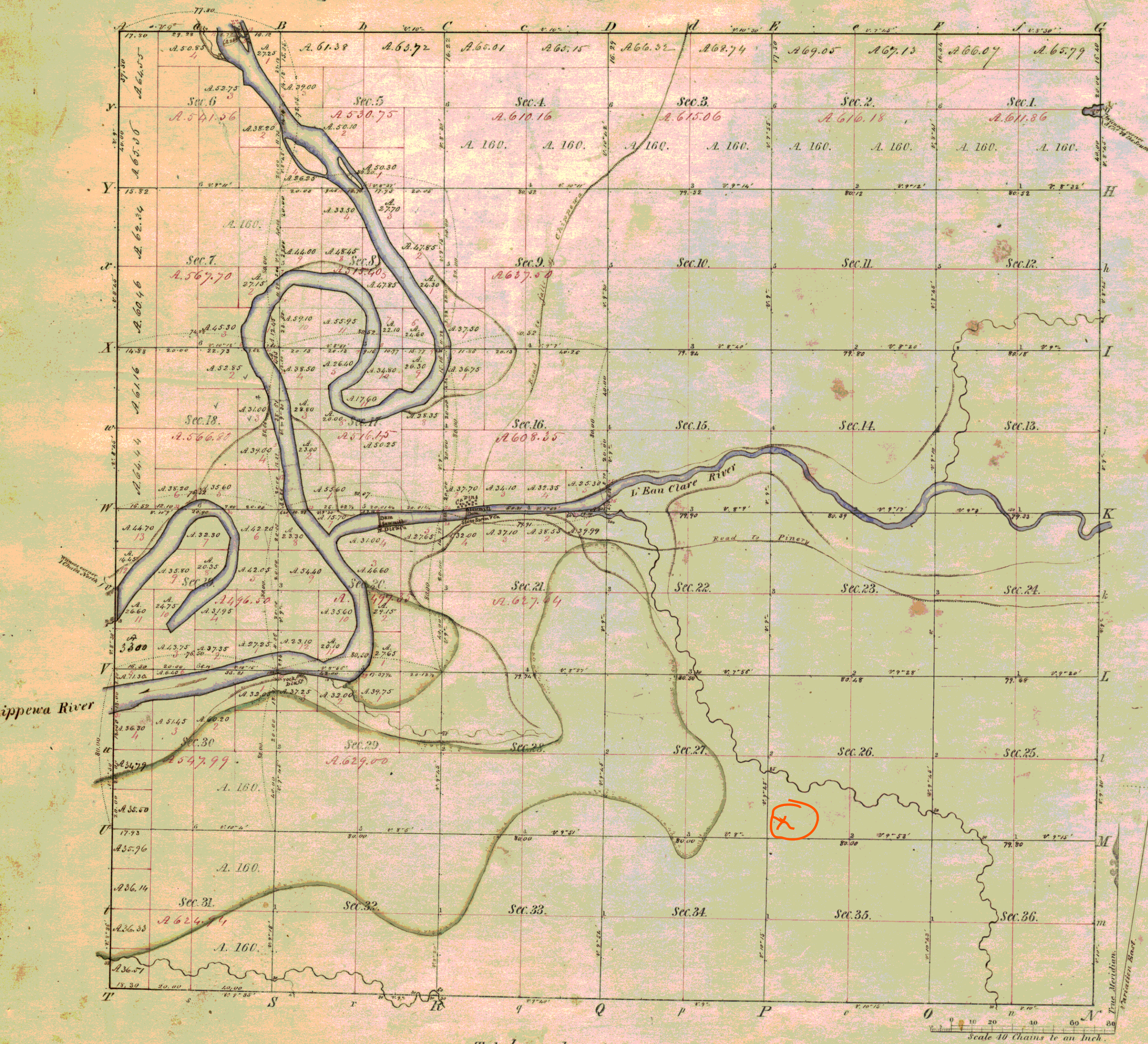
NAD\_1983\_HARN\_Wisconsin\_TM

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/>

## Notes

*Township N.º 27 N., Range N.º 9 West, 4<sup>th</sup> Mer.*



Meanders of Chippewa, part of L'Eau Claire river &c.									
Posts	Courses	(Ch'Lk)	Posts	Courses	(Ch'Lk)	Posts	Courses	(Ch'Lk)	
Chippewa river.									
Right bank, up stream.									
in Sec. 30.									
1	N. 78 1/2 E.	26.00		S. 45 E.	14.50		S. 23 E.	5.50	
2	N. 50 E.	7.10		S. 75 E.	2.50		S. 20 1/2 E.	7.50	
				N. 81 1/2 E.	7.00		S. 24 1/2 E.	18.00	
				N. 77 1/2 E.	2.00		S. 38 E.	2.50	
				N. 48 1/2 E.	12.50		S. 58 1/2 E.	13.00	
				N. 55 E.	1.50		S. 28 E.	15.00	
3	N. 70 E.	25.00		S. 77 1/2 E.	6.25		S. 20 E.	10.05	
				N. 45 E.	11.50	16			
				N. 17 E.	8.00				
			9	N. 1 1/2 E.	2.31		S. 22 E.	6.50	
	N. 81 1/2 E.	2.50					S. 17 E.	2.00	
	N. 87 1/2 E.	2.00		N. 7 W.	5.00	17	South	3.00	
	S. 30 E.	7.00		N. 26 W.	3.00				
	S. 63 E.	10.00		N. 26 1/2 W.	8.50		South	5.00	
	N. 65 E.	11.00		N. 38 W.	8.00	18	S. 16 1/2 W.	11.00	
	S. 27 E.	15.00		N. 21 W.	3.50				
	N. 6 W.	6.00		N. 33 1/2 W.	7.50		S. 55 1/2 W.	12.00	
	N. 12 W.	9.00		N. 31 1/2 W.	5.00		S. 72 W.	11.50	
	N. 25 W.	2.50		N. 39 W.	12.50		S. 64 W.	8.50	
	N. 37 1/2 W.	10.00		N. 23 W.	9.00		S. 80 W.	12.50	
	N. 36 1/2 W.	10.50		N. 25 1/2 W.	4.00		N. 67 1/2 W.	15.00	
	N. 28 1/2 W.	17.00		N. 22 W.	11.50		N. 24 1/2 W.	4.00	
4	N. 20 W.	7.05		N. 20 W.	8.50		N. 8 1/2 W.	9.00	
			11	N. 42 W.	6.00		N. 45 E.	7.00	
	N. 21 W.	5.00		N. 55 W.	1.67		N. 61 E.	6.50	
	N. 3 E.	11.00				19	N. 40 1/2 E.	6.00	
	N. 12 1/2 W.	8.00		N. 58 W.	2.50		N. 15 1/2 E.	6.00	
5	N. 7 1/2 W.	9.16		N. 75 1/2 W.	6.50				
				N. 75 W.	3.50		N. 15 E.	11.00	
	N. 16 1/2 W.	6.00		N. 45 1/2 W.	3.00		S. 1 1/2 W.	6.50	
	N. 12 1/2 W.	13.50		N. 34 W.	2.50		N. 38 W.	4.50	
	N. 4 1/2 W.	6.50		N. 27 W.	10.50		N. 49 1/2 W.	11.00	
	N. 25 W.	8.50		N. 34 W.	2.50		N. 30 1/2 W.	20.00	
	N. 64 W.	1.50	11	N. 7 W.	6.87		N. 70 W.	3.00	
	N. 27 1/2 W.	7.50				20	S. 45 W.	8.00	
	N. 21 W.	6.50		N. 24 W.	4.00		S. 30 W.	3.00	
	N. 53 1/2 W.	1.50		N. 32 W.	2.00				
6	N. 11 W.	0.50		N. 29 1/2 W.	2.00		S. 10 W.	5.00	
				N. 43 W.	14.00		S. 20 W.	8.00	
	N. 11 1/2 W.	9.00		N. 85 W.	4.50		S. 10 W.	7.00	
	N. 12 E.	2.50		N. 2 1/2 W.	7.00	21	S. 5 W.	2.21	
	N. 53 E.	2.50		N. 26 W.	4.00				
	N. 22 1/2 E.	9.50		N. 68 W.	2.50	22	S. 32 1/2 E.	14.20	
	N. 31 1/2 E.	5.00		N. 56 1/2 W.	2.00				
	N. 64 1/2 E.	4.00		N. 27 W.	1.50		S. 27 E.	2.00	
	N. 26 1/2 E.	2.50		N. 21 W.	7.00		S. 20 E.	10.00	
	N. 46 E.	2.50		N. 2 E.	2.00		South	4.50	
	N. 32 1/2 E.	1.50		N. 13 1/2 E.	1.50		S. 6 E.	2.50	
7	N. 63 E.	2.50		N. 3 W.	1.31		S. 10 E.	32.00	
			12			23	S. 13 E.	10.00	
	S. 51 1/2 E.	4.50	Chippewa river.						
	N. 70 E.	3.00	Left bank, down stream.						
	N. 57 E.	2.50							
	S. 51 1/2 E.	6.50							
	S. 70 E.	4.00	13	S. 11 E.	7.50	L'Eau Claire river.			
	N. 58 E.	6.00		S. 31 E.	10.50	Right bank, up stream.			
	S. 57 1/2 E.	4.50		S. 26 E.	2.50				
	S. 60 E.	9.00		S. 29 E.	6.50		S. 22 E.	2.50	
	S. 46 E.	7.50	14	S. 27 E.	4.05		N. 54 1/2 E.	4.00	
	S. 20 E.	13.00					N. 64 E.	4.00	
8	S. 4 W.	12.50		S. 22 1/2 E.	1.00		N. 67 E.	2.50	
				S. 22 E.	6.00		N. 82 1/2 E.	8.00	
	S. 22 1/2 W.	2.50		S. 25 E.	2.00		N. 57 E.	7.00	
	S. 23 W.	6.00		S. 25 1/2 E.	4.50		East	5.00	
	S. 40 W.	5.00		S. 29 1/2 E.	3.00	24	N. 57 E.	12.50	
	S. 26 1/2 W.	2.00		S. 30 E.	2.00				
	S. 48 1/2 W.	3.00		S. 72 1/2 E.	2.00		N. 84 E.	18.00	
	S. 65 W.	7.00		S. 27 1/2 E.	17.50		N. 84 1/2 E.	11.00	
	S. 9 1/2 E.	3.00	15	S. 30 E.	17.00		N. 89 1/2 E.	6.00	

Total number of Acres. 21,880.89					
Surveys Designated	By Whom Surveyed	Date of Contract	Amount of Surveys	When Surveyed	When paid for and charged in the Sur. <sup>r</sup> Gen <sup>l</sup> acc. <sup>t</sup>
Township lines	George O. Harrick	July 18 <sup>th</sup> 1848	M. ch. <sup>s</sup> 23. 70. 00	Sept. & Oct. 1848	
Subdivisions	Alexander Andersen	July 11 <sup>th</sup> 1849	82. 27. 44	July & Augt. 1849	

The above Map of Township No 27 North of Range No 9 West of the 4<sup>th</sup> Principal Meridian State of Wisconsin 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.  
Pueblo, Decr. 11, 1849

A. H. Booth, Sur. Gen.



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](mailto:wimunicipalboundaryreview@wi.gov)

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

March 16, 2021

PETITION FILE NO. 14375

CARRIE RIEPL, CLERK  
CITY OF EAU CLAIRE  
PO BOX 5148  
EAU CLAIRE, WI 54702-5148

JANELLE HENNING, CLERK  
TOWN OF WASHINGTON  
5750 OLD TOWN HALL RD  
EAU CLAIRE, WI 54701-8948

Subject: PRONSCHINSKE ANNEXATION

The proposed annexation submitted to our office on February 24, 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 **CITY OF EAU CLAIRE**, which is able to provide needed municipal services.

Notes: 1) The scale map of the parcel being annexed must show and identify the existing municipal boundary.  
2) It appears that the statement 'Excluding North 33 feet for road right of way...' should be removed from the legal description as the map does not show road right of way included in the parcel, so there is no need to exclude it.  
3) It appears this annexation will create an isolated island area of Town territory contrary to s. 66.0221, Wis. Stats. This Town territory is already significantly fragmented and isolated from other parts of the Town. The Communities may want to consider developing a boundary agreement in order to resolve and improve the fragmented, disjointed nature of portions of their shared municipal boundary line.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., to file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and send one copy to each company that provides any utility service in the area that is annexed.

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 14375 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=2449>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner