

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: JBA Land LLC and Renk Seed

Address: 809 Wilburn Road, Sun Prairie, WI 53590

Email: arenk@renkseed.com

Office use only:

RECEIVED
June 17, 2021

Municipal Boundary Review
Wisconsin Dept. of Admin.

1. Town where property is located: Bristol

2. Petitioned City or Village: City of Sun Prairie

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: 41.802

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

Petitioners phone:

608-513-0293

Town clerk's phone:

City/Village clerk's phone:
608-837-2511

Contact Information if different than petitioner:

Representative's Name and Address:
Quarra Stone

c/o John Gunderson

333 Atlas Ave

Madison, WI 53714

Phone: 815-483-9620

E-mail: jgunderson@quarrastone.com

Surveyor or Engineering Firm's Name & Address:

Birrenkott Surveying Inc

PO Box 237

1677 N Bristol Street, Sun Prairie, WI 53590

Phone: 608-837-7436

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)

Include check or money order, 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

Date fee received: 6-17-21 Shaded Area for Office Use Only

Payee: Quarra Stone Company

Check Number: 60620

Check Date: 6-15-21

Amount: \$1150

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.]

**PETITION FOR ANNEXATION TO THE
CITY OF SUN PRAIRIE, WISCONSIN**

JBA Land LLC and Renk Seed, the owners of the property located at SEC 33-9-11 NE1/4 NW1/4, and SEC 28-9-11 SE1/4SW1/4 in Town of Bristol (parcel# 091133280010, 0911283395005, 091133185713 and 09112849009), would like to annex the following areas into the City of Sun Prairie:

The entire parcel of 091133280010.

The southern 50 feet of 0911283395005

The western 116.4 feet of 091133185713

A 50 foot (north to south) by 116.4 foot (west to east) rectangle in the far southwest corner of 9112849009

A scale map that accurately reflects the location of the Property and surrounding properties is attached.

See the attached legal descriptions for the parcels.

The area of the Property includes 41.802 acres with the number of people residing in the Property is zero (0), and the owner of the Property is executing this petition. Zoning classification of the Property shall be SI Suburban Industrial when annexed into the City of Sun Prairie.

Signature of Owners:

JBA Land LLC

BY



TITLE

Member

Renk Seed

BY



TITLE

President

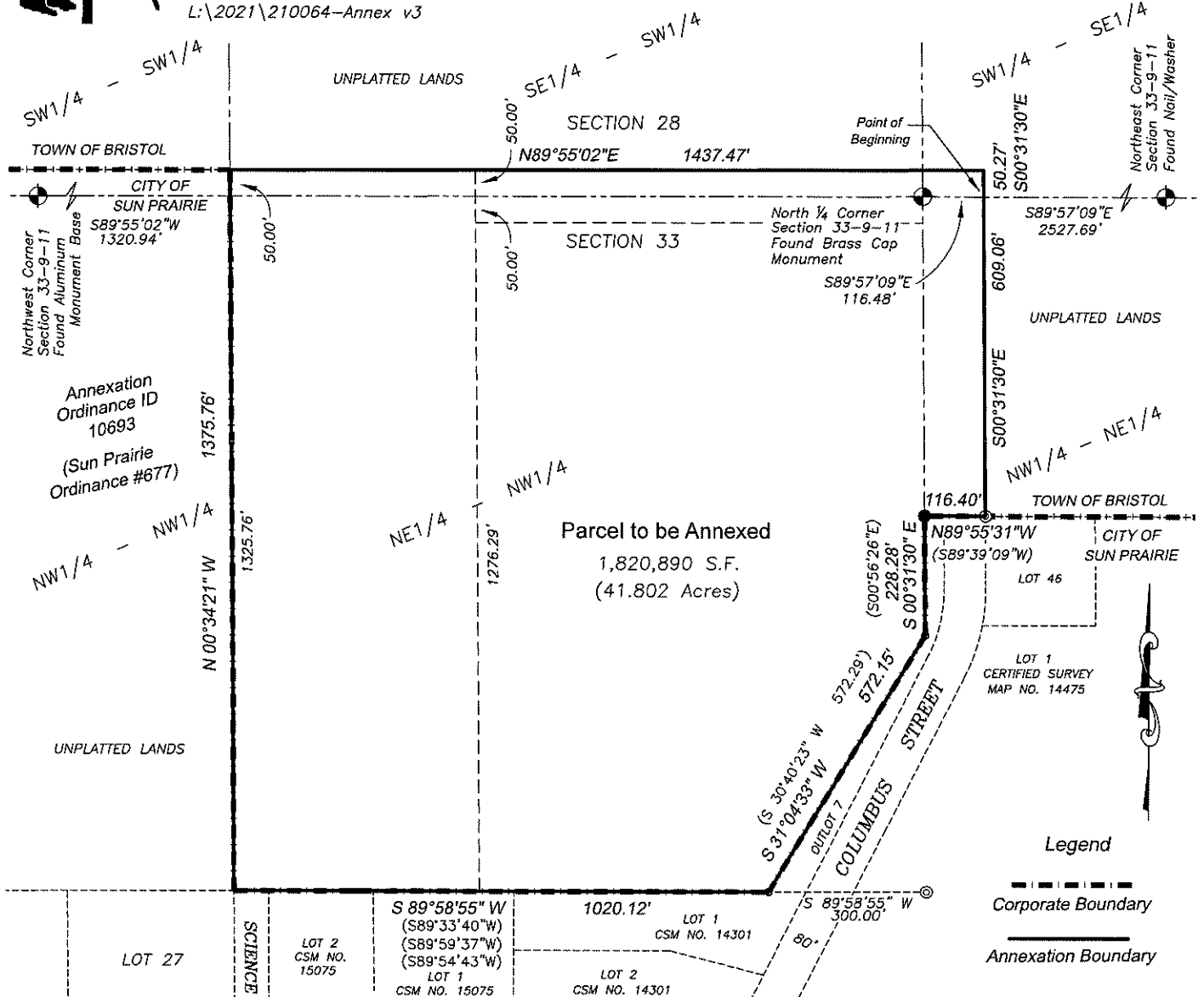
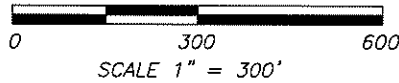


BIRRENKOTT SURVEYING, INC.

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, WI. 53590
Phone (608) 837-7463
Fax (608) 837-1081

L:\2021\210064-Annex v3

ANNEXATION MAP



Description:

Part of the Northeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ and part of the Northwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 33; part of the Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ and part of the Southwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 28; T9N, R11E, Town of Bristol, Dane County, Wisconsin, described as follows: Commencing at the North $\frac{1}{4}$ Corner of said Section 33; thence S89°57'09"E, 116.48 feet along the North line of said Northeast $\frac{1}{4}$ to the point of beginning; thence S00°31'30"E, 609.06 feet to the Northwest corner of Lot 46, Fourth Addition to Sun Prairie Business Park; thence N89°55'31"W (recorded as S89°39'09"W), 116.40 feet along the North line of said Fourth Addition to the Northwest corner of Outlot 7 of said Fourth Addition; thence S00°31'30"E (recorded as S00°56'26"E), 228.28 feet along the Westerly line of said Outlot 7; thence continuing along said Westerly line S31°04'33"W, 572.15 feet (recorded as S30°40'23"W, 572.29 feet) to the North line of Certified Survey Map (CSM) No. 14301; thence S89°58'55"W (recorded as S89°33'40"W, S89°59'37"W, S89°54'43"W), 1020.12 feet along said North line and the North line CSM No. 15075 to the West right of way line of Science Drive; thence N00°34'21"W, 1375.76 feet; thence N89°55'02"E, 1437.47 feet; thence S00°31'30"E, 50.27 feet to the point of beginning; Containing 1,820,890 square feet, or 41.802 acres.

Prepared For:

JBA Land LLC
6809 Wilburn Road
Sun Prairie, WI 53590

Rev: May 25, 2021
Rev: May 12, 2021
May 5, 2021

Office Map No. 210064-Annex

Annexation Description:

Part of the Northeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ and part of the Northwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 33; part of the Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ and part of the Southwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 28; T9N, R11E, Town of Bristol, Dane County, Wisconsin, described as follows:

Commencing at the North $\frac{1}{4}$ Corner of said Section 33; thence S89°57'09"E, 116.48 feet along the North line of said Northeast $\frac{1}{4}$ to the point of beginning; thence S00°31'30"E, 609.06 feet to the Northwest corner of Lot 46, Fourth Addition to Sun Prairie Business Park; thence N89°55'31"W (recorded as S89°39'09"W), 116.40 feet along the North line of said Fourth Addition to the Northwest corner of Outlot 7 of said Fourth Addition; thence S00°31'30"E (recorded as S00°56'26"E), 228.28 feet along the Westerly line of said Outlot 7; thence continuing along said Westerly line S31°04'33"W, 572.15 feet (recorded as S30°40'23"W, 572.29 feet) to the North line of Certified Survey Map (CSM) No. 14301; thence S89°58'55"W (recorded as S89°33'40"W, S89°59'37"W, S89°54'43"W), 1020.12 feet along said North line and the North line CSM No. 15075 to the West right of way line of Science Drive; thence N00°34'21"W, 1375.76 feet; thence N89°55'02"E, 1437.47 feet; thence S00°31'30"E, 50.27 feet to the point of beginning; Containing 1,820,890 square feet, or 41.802 acres.



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>

June 18, 2021

PETITION FILE NO. 14406

ELENA HILBY, CLERK
CITY OF SUN PRAIRIE
300 E MAIN ST
SUN PRAIRIE, WI 53590-2227

KIM GROB, CLERK
TOWN OF BRISTOL
7747 COUNTY RD N
SUN PRAIRIE, WI 53590-9502

Subject: JBA LAND LLC AND RENK SEED 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 BRISTOL to the CITY OF SUN PRAIRIE (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 July 07, 2021. 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
<http://doa.wi.gov/municipalboundaryreview>

Petitioner: **JBA Land LLC and Renk Seed**

Petition Number: **14406**

1. Territory to be annexed: From **TOWN OF BRISTOL** To **CITY OF SUN PRAIRIE**

2. Area (Acres): **41.802**

3. Pick one: ☐ Property Tax Payments

OR ☒ Boundary Agreement

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

\$ _____

a. Title of boundary agreement

b. Year adopted **2005**

c. Participating jurisdictions

d. Statutory authority (pick one)

☐ s.66.0307 ☐ s.66.0225 ☒ s.66.0301

b. Total that will be paid to Town

(annual tax multiplied by 5 years): _____

c. Paid by: ☐ Petitioner ☐ City ☐ Village

☐ 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: **100** %

Other: _____%

Comments: **developable land will all be industrial, there is some land which is undevelopable**

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?

Industrial-Business Park

In the town?: **Ag**

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 ☐

Water Supply immediately
or, write in number of years.

City/Village ☒

Town ☐

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? _____

c. How will the land be zoned and used if annexed? Suburban Industrial - Business Park Expansion

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: Taylor Brown, Economic Dev Specialist

Email: tbrown@cityofsunprairie.com

Phone: 608-286-5853

Date: 7/1/2021

(March 2018)

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

PETITION # _____

REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Territory to be annexed:		From Town of:		To City/Village of:
41.802 acres		Bristol		Sun Prairie

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.

☐_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

☐_Y___ (7) Legend

☐_Y___ (8) Total area/acreage of annexation

3. Other relevant information and comments:

Prepared by: Jim Czaplicki
Title: Land Records Review Analyst
Phone: (608) 267-3529
Date: 6/21/21

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

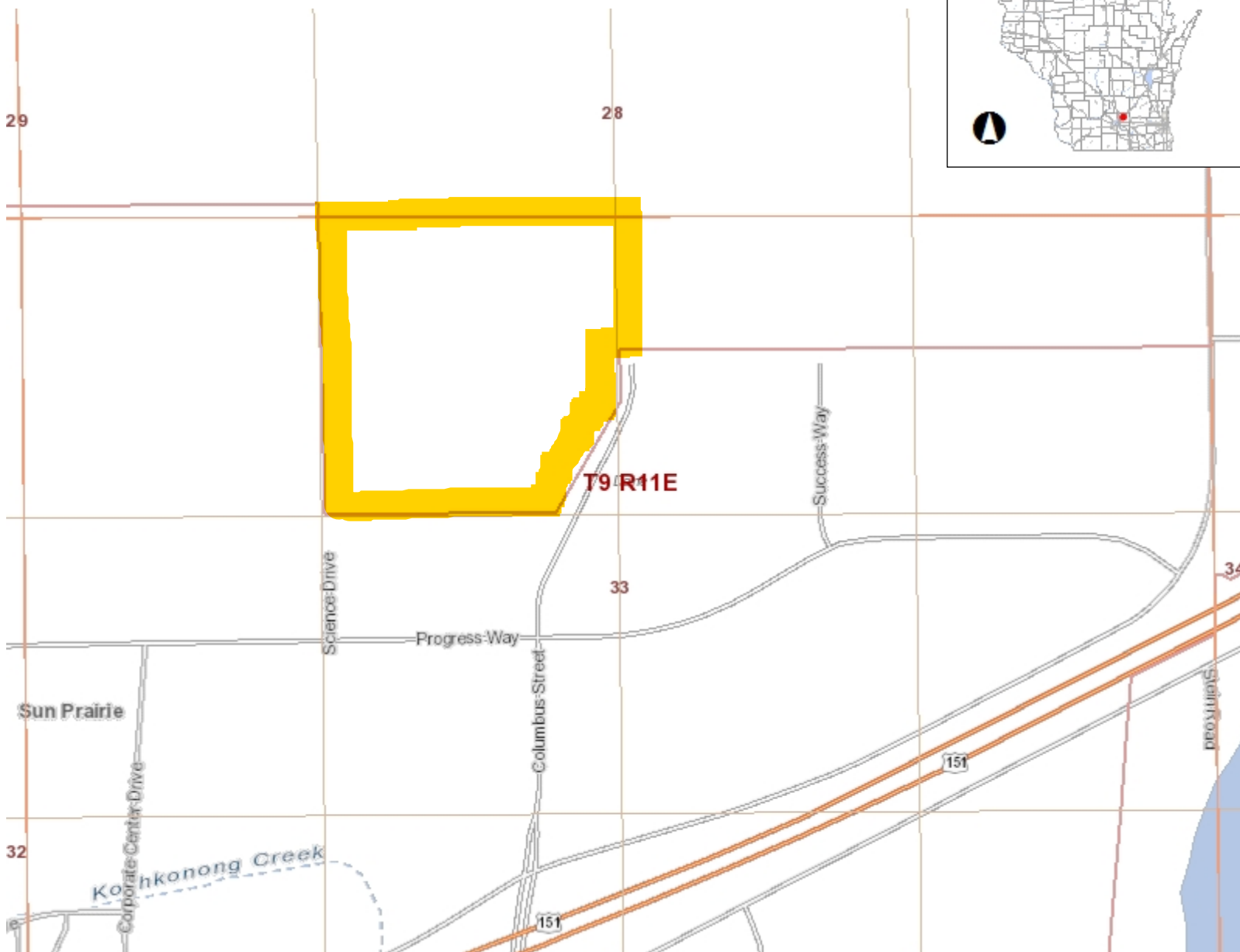


Surface Water Data Viewer Map



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

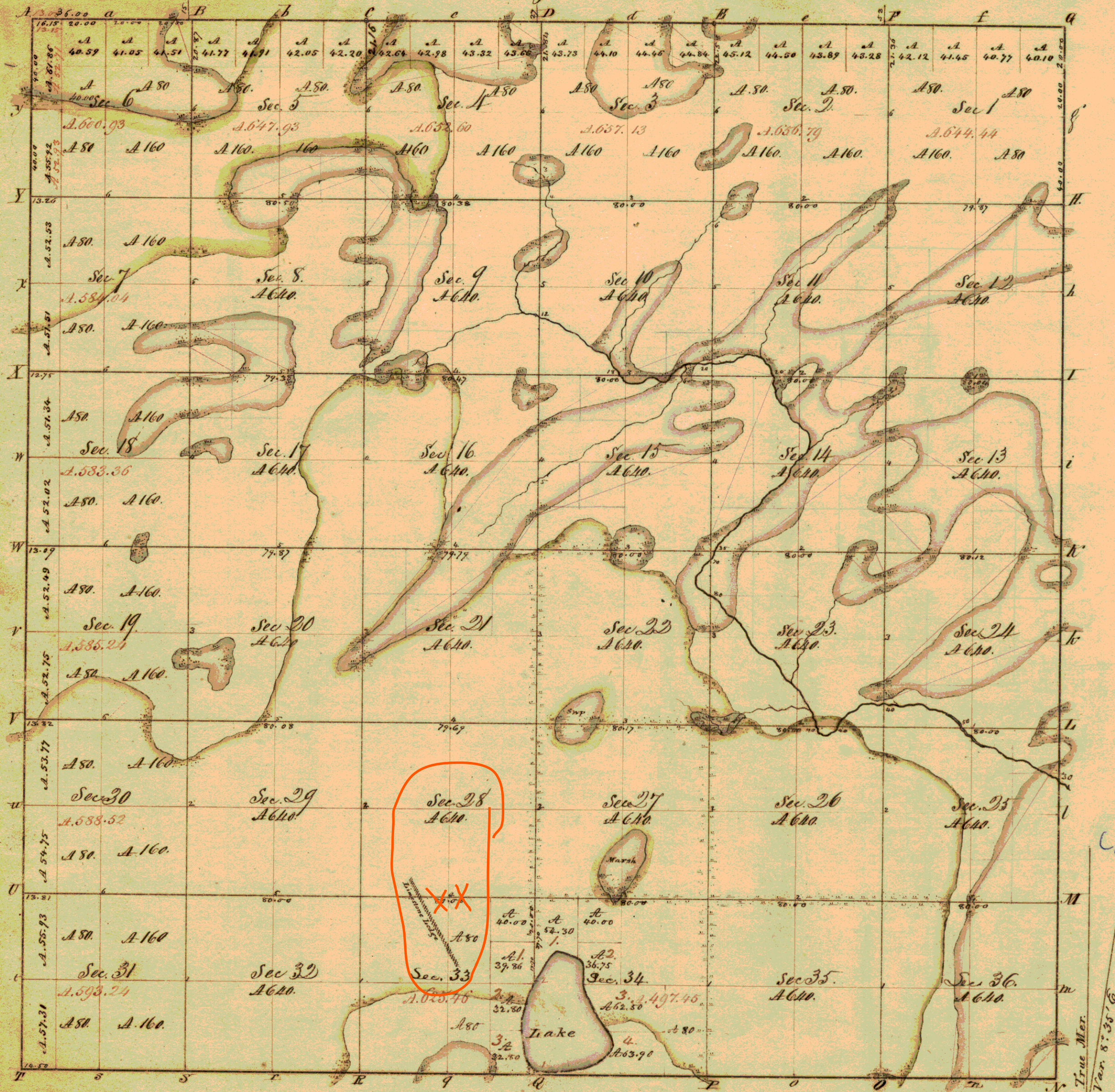
NAD_1983_HARN_Wisconsin_TM

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

Township N^o IX N. Range N^o XI E. 4th Mer. Wis. Ter.



Post	Course	Dist.
1	N 30 W	10.00
	N 5 W	10.00
	N 14 E	21.00
2	N 28 E	1.73
	N 30 E	17.00
	S 70 E	15.00
	South	10.00
	S 27 E	32.00
	S 60 W	17.00
	S 81 W	17.00
1	N 81 W	6.80

Total number of Acres 22,637.13

Survey Designated	By Whom Surveyed	Date of Contract	amt. of Survey	When Surveyed	When Surveyed
Subdivision	Oliver Lyon	8 th Feb. 1834	61.52.57	4 th 9 th 1834	1 st 9 th 1835
Town Lines	Mullik & Brink	9 th July 1833	23.67.50	4 th 9 th 1833	3 rd 9 th 1834

The above Map of Township N^o 9 N. Range N^o 11 E. 4th Mer. (M.T.) 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, Nov. 30. 1855

M. T. Williams



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>

July 07, 2021

PETITION FILE NO. 14406

ELENA HILBY, CLERK
CITY OF SUN PRAIRIE
300 E MAIN ST
SUN PRAIRIE, WI 53590-2227

KIM GROB, CLERK
TOWN OF BRISTOL
7747 COUNTY RD N
SUN PRAIRIE, WI 53590-9502

Subject: JBA LAND LLC AND RENK SEED ANNEXATION

The proposed annexation submitted to our office on June 17, 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 Sun Prairie, 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 14406 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=2480>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner