

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

Office use only:

RECEIVED

October 19, 2021

Municipal Boundary Review
Wisconsin Dept. of Admin.

Name: **BRYAN FAGER**

Address: **2815 S. 15TH ST.**

MANITOWOC, WI 54220

Email: **BRYAN.FAGER@GMAIL.COM**

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

2. Petitioned City or Village: **CITY OF MANITOWOC**

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

4. Population of the territory to be annexed: **2**

5. Area (in acres) of the territory to be annexed: **1.27 ACRES**

6. Tax parcel number(s) of territory to be annexed

(if the territory is part or all of an existing parcel): **009-510-006-012.04, 009-510-006-015.02**

Petitioners phone:

920-412-3524

Town clerk's phone:

920-901-5072

City/Village clerk's phone:

920-686-6950

Contact Information if different than petitioner:

Representative's Name and Address:

Surveyor or Engineering Firm's Name & Address:

**SMI CIVIL AND STRUCTURAL
ENGINEERS**

102 REVERE DRIVE

MANITOWOC, WI 54220-3147

Phone:

Phone: **920-684-5583**

E-mail:

E-mail: **PAUL@SMIMANITOWOC.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: 10-19-2021

Payee: Fox Communities Credit Union

Check Number: 169628

Check Date: 10-13-21

Amount: \$400⁰⁰

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

1. The purpose of this petition is to request, pursuant to Wisconsin Statute Section 66.0217(2), direct annexation to the City of Manitowoc and detachment from the Town of Manitowoc of the following described real estate:

DESCRIPTION

A tract of land located in Lots 12 and 15 of the Subdivision of the East 1/2 of Section 6, T.18N, R.24E., Town of Manitowoc, Manitowoc County, Wisconsin described as follows:

Commencing at the North 1/4 corner of said Section 6, thence S89°51'20"E along the section line 659.58 feet to the centerline of So. 15th Street, thence S00°11'20"W (recorded as South) along said centerline 588.60 feet to the point of real beginning, thence continue S00°11'20"W (recorded as South) along said centerline 136.00 feet, thence S89°51'20"E 662.69 feet (recorded as S89°59'57"E, 662.71 feet), thence N00°05'22"E 66.00 feet, thence N89°51'20"W 496.08 feet, thence N00°11'20"E 70.00 feet, thence N89°51'20"W 166.50 feet to the point of real beginning. Said tract contains 1.27 acres (55,388 square feet)

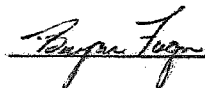
2. A scaled map of the above described property showing its boundaries and its current relationship to the City of Manitowoc and the Town of Manitowoc is attached hereto.
3. The current population of the above described property in accordance with the definition given in Wisconsin Statute Section 66.0217(5)(a) is 2.
4. The undersigned, representing all of the electors residing in the above described property and the owners of all the real property located therein, hereby petition for the direct annexation to the City of Manitowoc of the above described property.

Dated this 10th day of October, 2021

ANNEXATION AREA

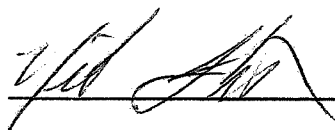
NAME:

ADDRESS:



2815 S. 15TH ST. MANITOWOC, WI 54220

BRYAN FAGER



2815 S. 15TH ST. MANITOWOC, WI 54220

NICHOLAS FINCK

PLAT OF SURVEY FOR ANNEXATION

ADDRESS: 2815 SO. 15TH STREET
PARCEL NO.: 009-510-006-012.04,
009-510-006-015.02

CERTIFICATION

I hereby certify that the adjacent map and the following description are correct to the best of my knowledge and belief

A tract of land located in Lots 12 and 15 of the Subdivision of the ~~East 1/2~~ **NE 1/4** of Section 6, T.18N., R.24E., Town of Manitowoc, Manitowoc County, Wisconsin described as follows:

Commencing at the North 1/4 corner of said Section 6, thence S89°51'20"E along the section line 659.58 feet to the centerline of So. 15th Street, thence S00°11'20"W (recorded as South) along said centerline 588.60 feet to the point of real beginning, thence continue S00°11'20"W (recorded as South) along said centerline 136.00 feet, thence S89°51'20"E 662.69 feet (recorded as S89°59'57"E, 662.71 feet), thence N00°05'22"E 66.00 feet, thence N89°51'20"W 496.08 feet, thence N00°11'20"E 70.00 feet, thence N89°51'20"W 166.50 feet to the point of real beginning.

Said tract contains 1.27 acres (55,388 square feet)


PAUL M. STEINBRECHER, R.L.S. - 1608

10/11/21
DATE

S89°51'20"E 2643.89' SECTION LINE

N 1/4 COR
SEC 6, T 18N, R24E
N291578.17
E230247.72
(EX RR SPIKE)

NE COR
SEC 6, T 18N, R24E
N291571.51
E232891.59
(EX PK NAIL)

(RECORDED AS)

- EXISTING IRON
- IRON ROD SET
- ▲ EXISTING PK NAIL
- △ PK NAIL SET



SCALE IN FEET



SO. 15TH STREET
(80' OFFICIAL MAP)

136.00' S00°11'20"W (SOUTH)

588.60' (SOUTH)

40' CITY LIMITS

TR. B
EX CSM
VOL. 12, PG. 89

N89°51'20"W 166.50'

70.00' CITY LIMITS

N00°11'20"E

009-510-006-012.04

LOT 12

009-510-006-015.02

LOT 15

(S89°59'57"E 662.71')

S89°51'20"E 662.69'

496.08'

CITY LIMITS

N00°05'22"E

66.00'

TRACT 3
EX CSM
VOL. 23, PG. 65

TRACT 2A
EX CSM
VOL. 12, PG. 175

40' R/W TO BE DEDICATED
BY OTHER INSTRUMENT

66' OFFICIAL MAP STREET

CITY LIMITS

TRACT 3
EX CSM
VOL. 23, PG. 65

TRACT 2A
EX CSM
VOL. 12, PG. 175

009-510-006-012.04

009-510-006-015.02

LOT 12

LOT 15

(S89°59'57"E 662.71')

S89°51'20"E 662.69'

496.08'

CITY LIMITS

N00°05'22"E

66.00'

TRACT 3
EX CSM
VOL. 23, PG. 65

TRACT 2A
EX CSM
VOL. 12, PG. 175

009-510-006-012.04

009-510-006-015.02

LOT 12

LOT 15

(S89°59'57"E 662.71')

S89°51'20"E 662.69'

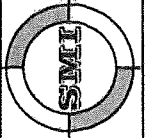
496.08'

CITY LIMITS

N00°05'22"E

66.00'

CLIENT: BRYAN FAGER
ADDRESS: 2815 SO 15TH STREET
MANITOWOC WI 54220
DATE: 8/27/21 JOB NO.: 21264LS
REVISED 10/11/21



SMI
CIVIL AND STRUCTURAL ENGINEERS
102 REVERE DRIVE
MANITOWOC, WISCONSIN 54220-3147
PHONE 920-684-5583 FAX 920-684-5584

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: Fager

Petition Number: 14454

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

2. Area (Acres): 1.27

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 234.91

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$1174.55

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: 2 Electors: 2 Total: 2

5. Approximate present land use of territory:

Residential: 50 % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Undeveloped: 50 %

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 & Undeveloped

In the town?: _____

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.

☒

☐

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

*Sewer + Water lines
must be extended
\$100,000 +/-*

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? Rural - Residential

c. How will the land be zoned and used if annexed? Single & Two Family 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 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: Mackenzie Reed-Kadow

Email: mreedkadow@manitowoc.org

Phone: 920-680-6951

Date:

Please RETURN PROMPTLY to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)

PETITION # _____

REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Territory to be annexed: <u>009-510-000-012.04</u> <u>009-510-000-015.02</u>	From Town of: <u>Monitowoc</u>	To <u>City</u> Village of: <u>Monitowoc</u>
---	-----------------------------------	--

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, $\frac{1}{4}$ - $\frac{1}{4}$ section, section, township, range and county
- Y (2) Contiguous with existing village/city boundaries
- (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:

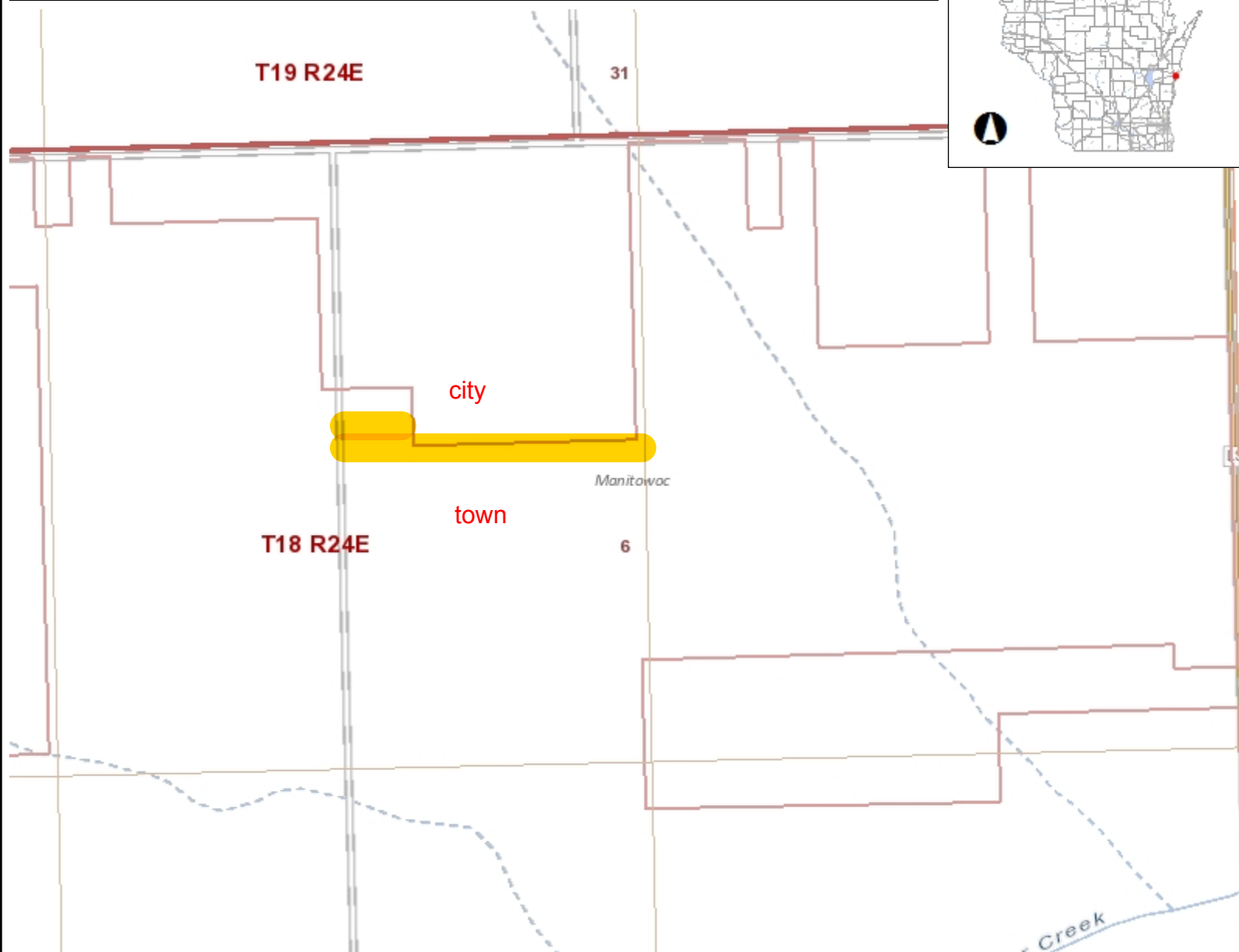
None

Prepared by: Arille Calhoun
Title: Real Property Lister
Phone: (920) 683-4019
Date: 10/20/2021

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

0.1 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 XVIII. Range N^o XXIV E. 4th Mer. (Wis. Ter)

Meanders of Lake Michigan

Posts	Courses	Ch. ^s Lk.	Posts	Courses	Ch. ^s Lk.	Posts	Courses	Ch. ^s Lk.
1.	S 4 th W	17.50						
	S 10 th E	3.36						
	S 3 rd E	9.21						
	S 5 th W	24.00						
	S 15 th W	20.50						
	S 21 st W	3.87						
	S 46 th W	3.38						
2.	S 10 th W	3.13						
	S 35 th W	23.50						
	S 5 th W	3.30						
3.	S 15 th W	3.21						
	S 35 th W	43.74						
	S 37 th W	22.33						
4.	S 24 th W	2.24						
	S 31 st W	12.42						
	S 27 th W	34.64						
	S 5 th W	28.33						
5.	S 40 th W	3.12						



Total number of Acres 154,780

Surveys Designated	By Whom Surveyed	Date of Contract	Amount of Surveys	When Surveyed	When p ^d for and ch. ^s in the Sur. Gen. ^l acc.
Subdivision.	Byron Kilbourn	24 th April 1834	M. Ch ^s Lk ^s 8 . 70 . 39	3 rd of 1834	3 rd of 1835
Township lines.	Mallet & Brink	7 th July 1833	4 . 19 . 14	1 st of 1834	3 rd of 1834

The above Map of Township N. 18 North of Range N. 24 E. of the 4th Principal Meridian N. W. 3rd 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

Robert Lytle 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

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

November 05, 2021

PETITION FILE NO. 14454

MACKENZIE REED-KADOW, CLERK
CITY OF MANITOWOC
900 QUAY ST
MANITOWOC, WI 54220-4543

GERALDINE GILBERT, CLERK
TOWN OF MANITOWOC
1805 LISSA LANE
MANITOWOC, WI 54220-7064

Subject: FAGER ANNEXATION

The proposed annexation submitted to our office on October 19, 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 MANITOWOC**, which is able to provide needed municipal services.

Note: The legal description should list the location of the territory to be annexed by 1/4-section (the NE 1/4?), section, town, range (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 14454 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=2528>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner