

# Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration  
Municipal Boundary Review  
PO Box 1645, Madison WI 53701  
608-264-6102  
[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)  
<https://doa.wi.gov/municipalboundaryreview>

## Petitioner Information

Name: **Robert Hostrawser, Rob Real Estate Brokerage & Builders, LLC**

Phone: **(608) 213-1807**

Email: **build@parkercoleconstruction.com**

### Contact Information if different than petitioner:

Representative's Name: **Jeffrey D. Thelen, MSA Professional Services, Inc**

Phone: **(608) 355-8911**

E-mail: **jthelen@msa-ps.com**

**RECEIVED**

**February 23, 2022**

Municipal Boundary Review  
Wisconsin Dept. of Admin.

1. Town where property is located: **Town of Dunkirk**

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

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: **38.467**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):  
**026/0511-083-9651-3 & 026/0511-084-9652-0**

### Include these required items with this form:

- ☒ 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 [see attached annexation guide]
- ☒ Check or money order covering review fee [see next page for fee calculation]

(2021)

# 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

**\$1,150 TOTAL FEE DUE** (Add the Filing Fee to the Review Fee)

Include check or money order, payable to: Department of Administration

DON'T attach the check with staples, tape, ...

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 & form received: 2-23-2022

Payer: Eldon Land Development LLC

Check Number: 1002

Check Date: 2-18-22

Amount: 1,150<sup>00</sup>

## 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 annexe (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).

### PETITION FOR ANNEXATION

The undersigned, constituting 100 percent of the owners of the following described territory located in the Town of Dunkirk, Dane County, Wisconsin, lying contiguous to the City of Stoughton, petition the Honorable Mayor and Common Council of said city to annex the territory described below and shown upon the attached map, as permitted by Chapter 66 of the Wisconsin Statutes, to the City of Stoughton, Dane County, Wisconsin.


A part of the Southeast  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  and the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 5 North, Range 11 East in the Town of Dunkirk, Dane County, Wisconsin, more particularly described as follows:

Beginning at the South  $\frac{1}{4}$  corner of said Section 8; thence South  $89^{\circ}50'45''$  West along the South line of the Southeast  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of said Section 8, a distance of 1072.96 feet; thence North  $00^{\circ}33'26''$  West, a distance of 255.01 feet; thence South  $89^{\circ}50'45''$  West, a distance of 255.47 feet to a point on the West line of the said Southeast  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$ ; thence North  $00^{\circ}08'05''$  East along the said West line, a distance of 899.02 feet to the Southwest corner of Lot 1 of Certified Survey Map (CSM) No. 8119; thence South  $89^{\circ}59'58''$  East along the South line of said CSM No. 8119, a distance of 790.06 feet to a point on the West Right-of-Way line of S. Page Street; thence South  $00^{\circ}37'54''$  West along the said West Right-of-Way line, a distance of 40.00 feet; thence South  $89^{\circ}59'58''$  East along the South line of CSM No. 8119 and CSM No. 8118, a distance of 525.20 feet to the Southeast corner of Lot 4 of said CSM No. 8118; thence North  $00^{\circ}24'48''$  West along the West line of said Lot 4, a distance of 20.00 feet; thence South  $89^{\circ}59'58''$  East, a distance of 172.75 feet to the centerline of S. 4th Street; thence southeasterly 168.63 feet along the said centerline being a curve to the left having a radius of 786.20 feet, the chord of said curve bears South  $24^{\circ}12'47''$  East a distance of 168.30 feet; thence South  $30^{\circ}21'26''$  East along the said centerline, a distance of 407.34 feet; thence South  $59^{\circ}16'57''$  West, a distance of 247.92 feet to a northerly angle point of CSM No. 15888; thence South  $80^{\circ}54'48''$  West along the North line of said CSM No. 15888, a distance of 137.98 feet to the Northwest corner of said CSM No. 15888; thence South  $00^{\circ}10'56''$  West along the West line of said CSM No. 15888, a distance of 477.25 feet to a point on the South line of the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of said Section 8; thence North  $89^{\circ}49'05''$  West along the said South line, a distance of 82.63 feet to the Point of Beginning.

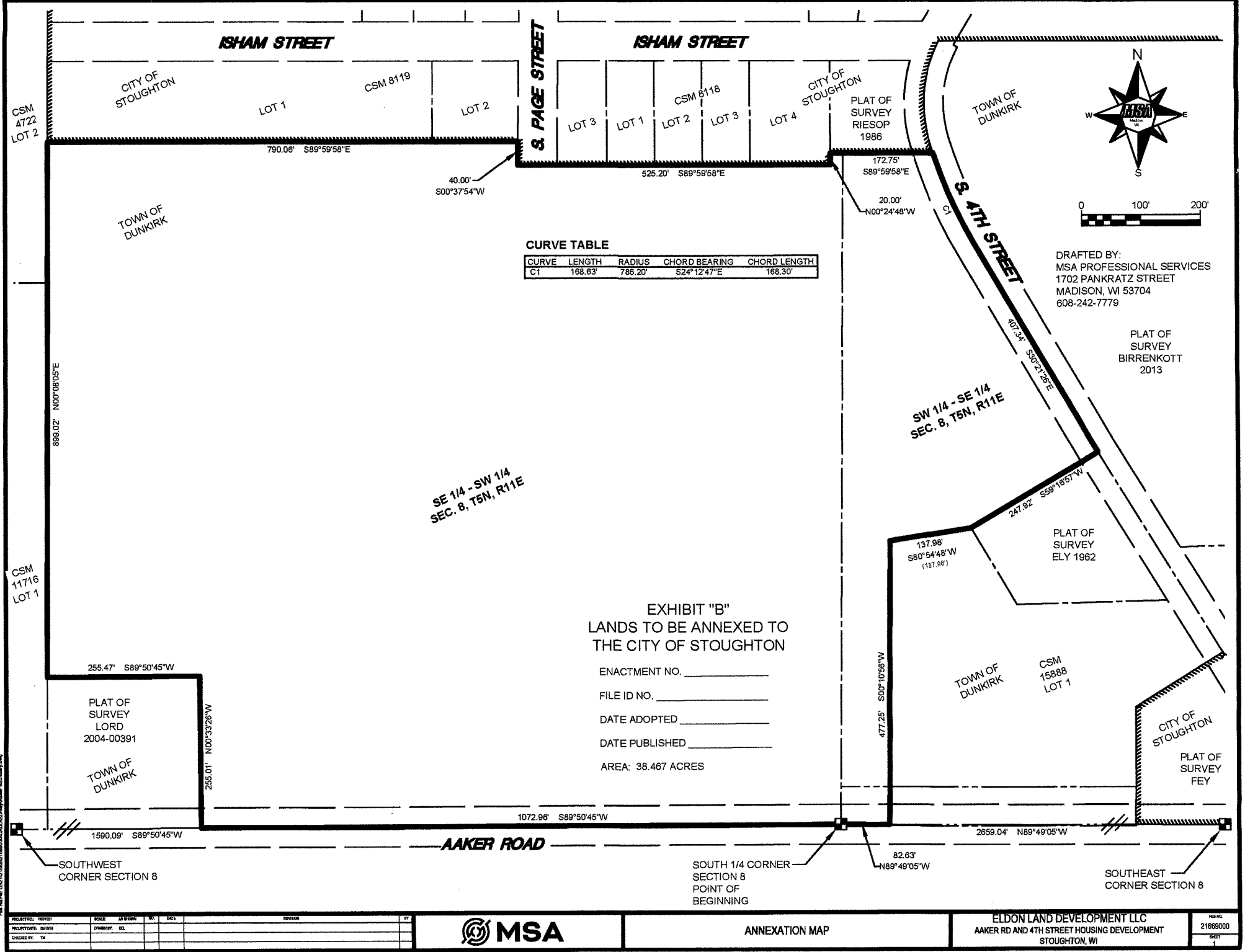
Said parcel contains 1,675,642 square feet or 38.467 acres more or less including areas within S. 4th Street and Aaker Road.

There are no persons residing in the territory.

Dated this 21<sup>st</sup> day of February, 2022

Signed: 

Robert Hostrawser, Owner  
Rob Real Estate Brokerage & Builders, LLC  
3092 Linnerud Drive  
Stoughton, WI 53589



CURVE TABLE

CURVE	LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1	168.63'	786.20'	S24°12'47"E	168.30'

EXHIBIT "B"  
LANDS TO BE ANNEXED TO  
THE CITY OF STOUGHTON

ENACTMENT NO. \_\_\_\_\_  
FILE ID NO. \_\_\_\_\_  
DATE ADOPTED \_\_\_\_\_  
DATE PUBLISHED \_\_\_\_\_  
AREA: 38.467 ACRES

PROJECT NO.	161001	SCALE	AS SHOWN	NO.	DATE	REVISION	BY
PROJECT DATE	04/10/18	DRAWN BY	EL				
CHECKED BY	EW						



ANNEXATION MAP

ELDON LAND DEVELOPMENT LLC  
AAKER RD AND 4TH STREET HOUSING DEVELOPMENT  
STOUGHTON, WI

FILE NO.  
21669000  
SHEET  
1

# 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: **Hostrawser**

Petition Number: **14486**

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

2. Area (Acres): 38.467

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 84.56

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$422.80

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: 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: 95% Recreational: 5% Commercial: \_\_\_\_\_% Industrial: \_\_\_\_\_%

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

Comments: Concept Plans for residential, with Parkland has been submitted to the City

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?: Agricultural & 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 ☐ No

Town ☐ Yes ☒ No

If yes, approximate timetable for providing service:

City/Village

Town

Sanitary Sewers immediately

☒

☐

or, write in number of years. 1

Urban Service Area Amendment is necessary before extension of services to this property but water & sanitary is available to the north of this site.

Water Supply immediately

☒

☐

or, write in number of years. 1

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

The developer is exploring options to avoid installing a lift station

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 AT-35 - Ag Transition

c. How will the land be zoned and used if annexed? Likely Single-Family Residential & Twin-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>

City Clerk is evaluating this now

13. Other relevant information and comments bearing upon the public interest in the annexation:

The proposed annexation is included in the City's Comprehensive Plan Future Land Use to become part of the City.

Prepared by: ☐ Town ☒ City ☐ Village

Name:

Rodney Scheel

Email:

rjscheel@ci.stoughton.wi.us

Phone:

(608) 873-6619

Date:

2/28/2022

Please **RETURN PROMPTLY** to:

[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)



# 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)  
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Petitioner: **Hostrawser**

Petition Number: **14486**

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

2. Area (Acres): 38.467

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

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

\$ 421.42

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

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

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 2,107.10

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: \_\_\_\_\_ Electors: \_\_\_\_\_ 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: \_\_\_\_\_ %

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?

In the town?: residential agricultural

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:

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 & 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? AT-35

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

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 ☐ Village

Name: Melanie Nuchthausen

Email: clerk@townofdunkirk.com

Phone: (608) 873-9177

Date: 2/28/2022

(March 2018)

Please **RETURN PROMPTLY** to:

[wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)

Municipal Boundary Review

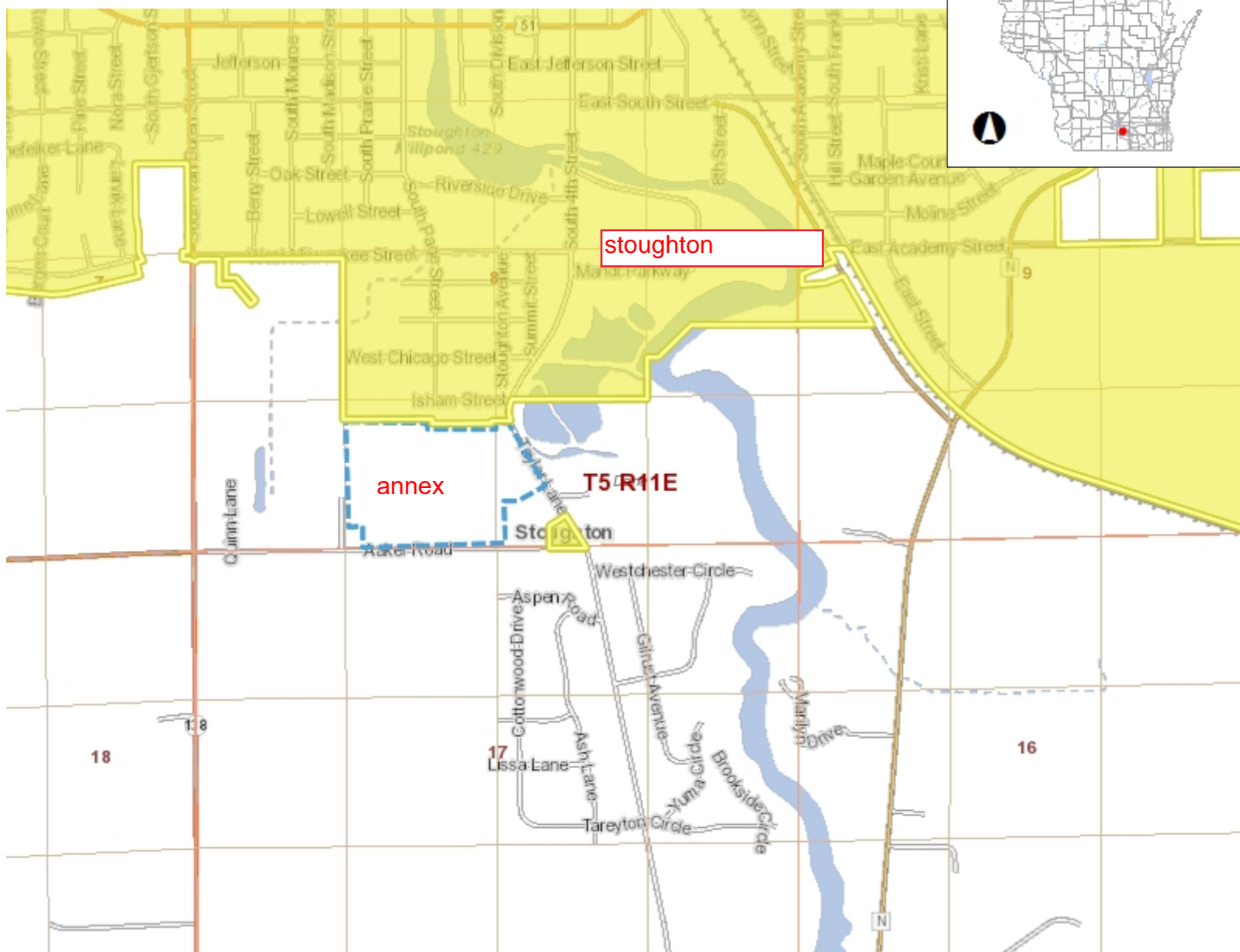
PO Box 1645, Madison WI 53701

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

0.5 0 0.25 0.5 Miles

NAD\_1983\_HARN\_Wisconsin\_TM

1: 15,840

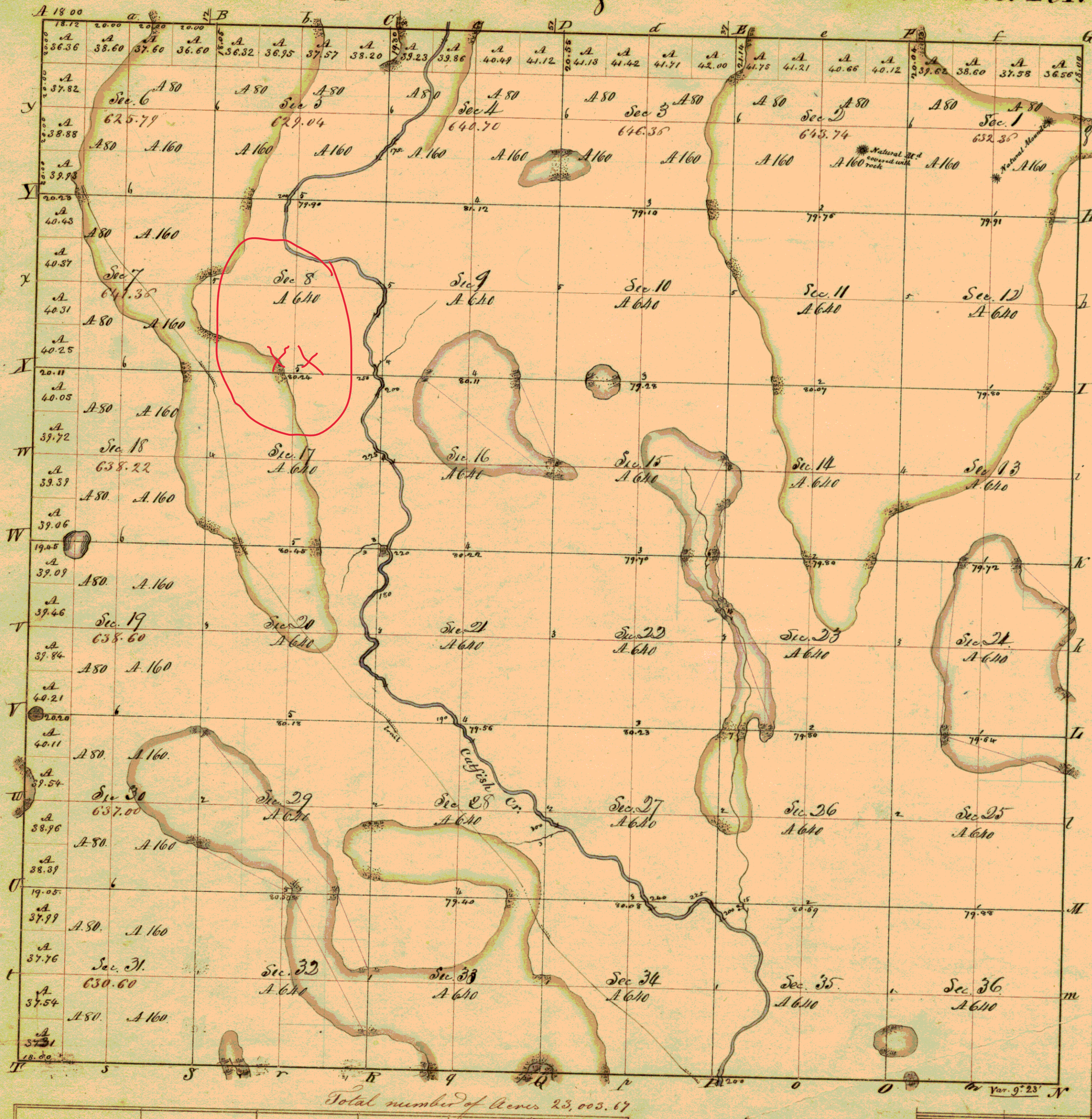
DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No 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<sup>o</sup> V N. Range N<sup>o</sup> XI E. 4<sup>th</sup> Mer. Wis. Ter.

11-3



Total number of Acres 23,003.67

Town Lines	John Mullett	9th July 1833	23.74.60	4th of 1833	3 <sup>d</sup> of 1834
Subdivisions	John Muller	18th Nov. 1833	61.47.33	4 <sup>th</sup> of 1833	3 <sup>d</sup> of 1835

The above Map of Township N<sup>o</sup> 5 North Range N<sup>o</sup> 11 East of the 4<sup>th</sup> Principal Meridian (M<sup>er</sup>.) is strictly conformable to the field notes of the Survey there of on file in this Office which have been examined and approved.  
 Surveyor General's Office  
 Cincinnati, Oct. 1. 1836  
 Robt. Lytle Sur. Genl.





TONY EVERS

GOVERNOR

KATHY BLUMENFELD

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 15, 2022

PETITION FILE NO. 14486

CANDEE CHRISTEN, CLERK  
CITY OF STOUGHTON  
207 S FORREST STREET  
STOUGHTON, WI 53589-1724

MELANIE HUCHTHAUSEN, CLERK  
TOWN OF DUNKIRK  
654 COUNTY ROAD N  
STOUGHTON, WI 53589

Subject: HOSTRAWSER ANNEXATION

The proposed annexation submitted to our office on February 23, 2022, 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 STOUGHTON**, 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 14486 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=2560>

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

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner