

# 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: **Dane County Department Of Waste and Renewables**

Phone: **1-608-514-2319**

Email: **rathsack.allison@countyofdane.com**

### Contact Information if different than petitioner:

Representative's Name: **Christopher Stolas PLS. (Ayres Associates)**

Phone: **608-212-5195**

E-mail: **StolasC@AyresAssociates.com**

**RECEIVED**

**October 5, 2022**

Municipal Boundary Review  
Wisconsin Dept. of Admin.

1. Town where property is located: **Cottage Grove**

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

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: **33.74 ACRES**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):  
**018-0711-302-9200-8, 018-0711-302-9340-9, & 018-0711-303-8540-8**

### Include these required items with this form:

1. ☒ Legal Description meeting the requirements of [s.66.0217 \(1\) \(c\)](#) [see attached annexation guide]
2. ☒ Map meeting the requirements of [s. 66.0217 \(1\) \(g\)](#) [see attached annexation guide]
3. ☒ Signed Petition or Notice of Intent to Circulate [see attached annexation guide]
4. ☒ 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**

**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: 9-22-22

Payer: Ayres

Check Number: 346060

Check Date: \_\_\_\_\_

Amount: \$1150.00

## LETTER OF TRANSMITTAL

To: WI. Dept. of Administration  
Municipal Boundary Review  
P.O. Box 1645  
Madison, WI. 53701

Date: 09/26/2022  
Project No.: 76-0267.03  
Re: Annexation Petition

☒ Enclosed ☐ Under Separate Cover Via \_\_\_\_\_

No. of Copies	Description
1	Annexation Petition in Town of Cottage Grove (3 Pages)
1	Request for Annexation Review (2 Pages)
1	Check # _____ in the amount of \$ _____

Sent to you for the following reason:

☐ For Approval ☐ Review Completed ☐ Revise and Resubmit  
☐ For Your Use ☐ Not Reviewed ☐ Returned  
☐ For Review and Comment ☒ Filing for Annexation Review

Remarks:

Enclosed Annexation Petition for filing/Review

Copy to:

Signed: 

Christopher Stolin  
Land Surveyor  
StolinasC@AyresAssociates.com  
608-212-5195

## Petition for Direct Annexation by Unanimous Consent

Pursuant to Wi. Stats. Sec. 66.0217(2)

The undersigned (owners) are authorized representatives of the County of Dane. Hereby petition a direct annexation of lands as described on Exhibit A and shown on the scale map Exhibit B. The lands are owned by the County of Dane, being annexed from the Town of Cottage Grove to the City of Madison by Unanimous Approval by the Owners. Wi Stats. Sec. 66.0217(2).

### Owner(s):

County of Dane  
City County Building Room 106A  
210 Martin Luther King Jr. Blvd.  
Madison, WI 53703  
(608) 266-4121



Joe Parisi – Dane County Executive (Owner)

The territory is contiguous to the City of Madison

The territory is developed with 2 large buildings, an equipment storage structure, and a fueling station for County Highway Equipment.

### Tax Parcels being annexed to the City of Madison:

018-0711-302-9200-8

018-0711-302-9340-9

018-0711-303-8540-8

### Population By Parcel:

018-0711-302-9200-8 - 0

018-0711-302-9340-9 - 0

018-0711-303-8540-8 - 0

### Number of Dwellings Per Parcel

018-0711-302-9200-8 - 0

018-0711-302-9340-9 - 0

018-0711-303-8540-8 - 0

## EXHIBIT A

**ANNEXATION DESCRIPTION****PROPOSED ANNEXATION TO THE CITY OF MADISON LEGAL DESCRIPTION:**

Parts of Lots 1 and 2, of Dane County Certified Survey Map 5392, recorded in Volume 24 of Certified Survey Maps, on Pages 298 and 299, as Document 2053772, and other Lands located in the Fractional Southwest Quarter of the Northwest Quarter, the Southeast Quarter of the Northwest Quarter, The Northeast Quarter of the Southwest Quarter and the Fractional Northwest Quarter of the Southwest Quarter of Section 30, Township 7 North, Range 11 East, Town of Cottage Grove, Dane County, Wisconsin described as:

**Beginning** at the West Quarter corner of said Section 30;  
 thence North 00°24'05" East, along the West line of the Fractional Southwest Quarter of the Northwest Quarter of said Section and also being the centerline of County Trunk Highway AB, 657.55 feet to the intersection with the centerline of Luds Lane;  
 thence North 87°19'45" East, along said centerline of Luds Lane, 1,192.62 feet to the intersection of a new roadway reference line as described in Transportation Project Plat 3080-01-25-4.01 and Transportation Project Plat 3080-01-25-4.02;  
 thence along said new roadway reference line for the next six courses;  
 thence along an arc of a 75.18' foot curve to the Right, said curve having a radius of 2,000.00 feet and whose long chord bears South 00°13'23" East for 75.18 feet;  
 thence South 00°51'14" West, 821.85 feet;  
 thence along an arc of a 85.68 foot curve to the Right, said curve having a radius of 1,490.00 feet and whose long chord bears South 02°30'04" West for 85.66 feet;  
 thence South 04°08'54" West, 98.76 feet;  
 thence South 31°29'32" West, 238.95 feet;  
 thence South 17°57'44" West, 159.11 feet to the intersection with the reference line of United States Highway 12 and 18;  
 thence North 72°01'28" West, along said reference line of United States Highway 12 and 18, 1,053.42 feet to the West line of the Fractional Northwest Quarter of the Southwest Quarter of said Section 30 and also being the centerline of County Trunk Highway AB;  
 thence North 00°24'10" East, along said West line and centerline, 397.94 feet to the **Point of Beginning**.

The described land contains 1,469,997 square feet, or 33.74 acres, or 0.0527 square miles, more or less, and is subject to restrictions, reservations, rights-of-way and easements of records.

Survey Performed for:  
**DANE COUNTY  
 DEPARTMENT OF WASTE  
 AND RENEWABLES**

PARCEL NOS.  
 018-0711-302-9340-9, 018-0711-302-9200-8 &  
 018-0711-303-8540-8

**AYRES**

Drawn: CJS

Scale: N/A

REVISIONS

Date: 08/29/2022

SHEET  
 NUMBER **1 OF 1**

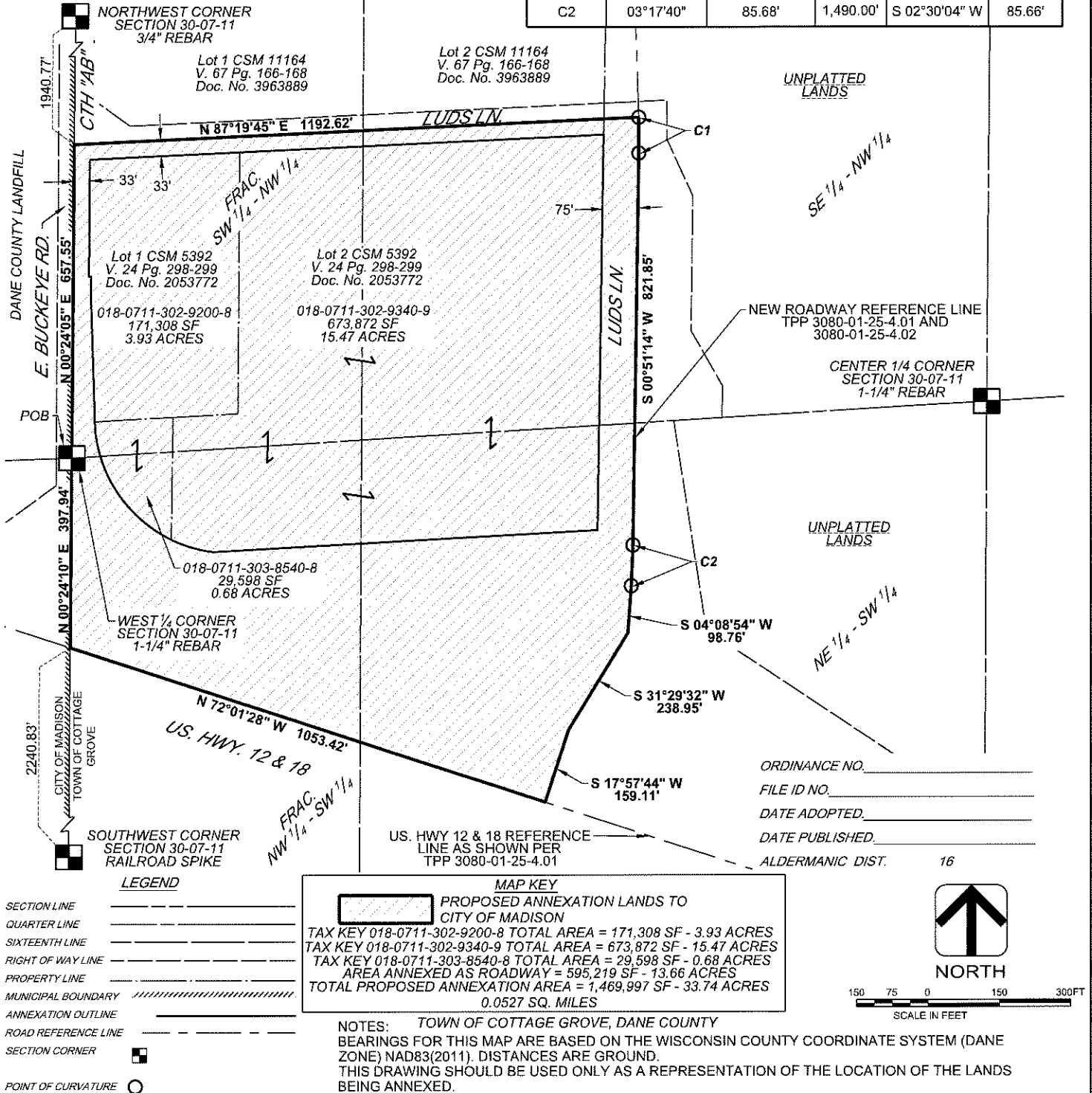


# EXHIBIT B SCALE MAP

## TAX PARCELS

018-0711-302-9340-9, 018-0711-302-9200-8,  
& 018-0711-303-8540-8 ANNEXED FROM  
TOWN OF COTTAGE GROVE TO CITY OF  
MADISON PER 66.0217 WI STATS  
(ANNEXATION INITIATED BY ELECTORS  
AND PROPERTY OWNERS)

CURVE TABLE					
CURVE #	CENTRAL ANGLE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1	02°09'14"	75.18'	2,000.00'	S 00°13'23" E	75.18'
C2	03°17'40"	85.68'	1,490.00'	S 02°30'04" W	85.66'



Survey Performed for:  
**DANE COUNTY  
DEPARTMENT OF WASTE  
AND RENEWABLES**

PARCEL NOS.  
018-0711-302-9340-9, 018-0711-302-9200-8 &  
018-0711-303-8540-8

REVISIONS

**AYRES**

Drawn: CJS Scale: 1" = 300'

Date: 08/29/2022 SHEET NUMBER 1 OF 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: **Dane County**

Petition Number: **14532**

1. Territory to be annexed: From **TOWN OF COTTAGE GROVE** To **CITY OF MADISON**

2. Area (Acres): 33.74

3. Pick one: ☐ Property Tax Payments

OR

☐ Boundary Agreement

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

\$ \_\_\_\_\_

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \_\_\_\_\_

c. Paid by: ☐ Petitioner ☐ City ☐ Village

☒ Other: County Owned - tax exempt

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

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

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

d. Statutory authority (pick one)

☐ s.66.0307 ☐ s.66.0225 ☐ s.66.0301

4. Resident Population: \_\_\_\_\_ Electors: 0 Total: 0

5. Approximate **present land use** of territory:

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

Undeveloped: \_\_\_\_\_ % County Highway Dept. garage and Medical Examiner's office

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 N/A

Plat Name: \_\_\_\_\_

8. What is the **nature of land use adjacent** to this territory in the city or village?

In the town?: Commercial, one residence to the north, solar field

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 Town does not know why annexation is requested

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10. Is the city/village or town capable of providing needed utility services?

City/Village   ☐ Yes   ☐ No

Town   ☐ Yes   ☐ No   **Town does not know what they need**

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: \_\_\_\_\_

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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?   General Commercial

c. How will the land be zoned and used if annexed?   Town does not know

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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>

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

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Prepared by:   ☒ Town   ☐ City   ☐ Village

Name:   Town Board

Email:   clerk@tn.cottagegrove.wi.gov

Phone:   608-839-5021

Date:   10-17-2022

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Please **RETURN PROMPTLY** to:

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

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

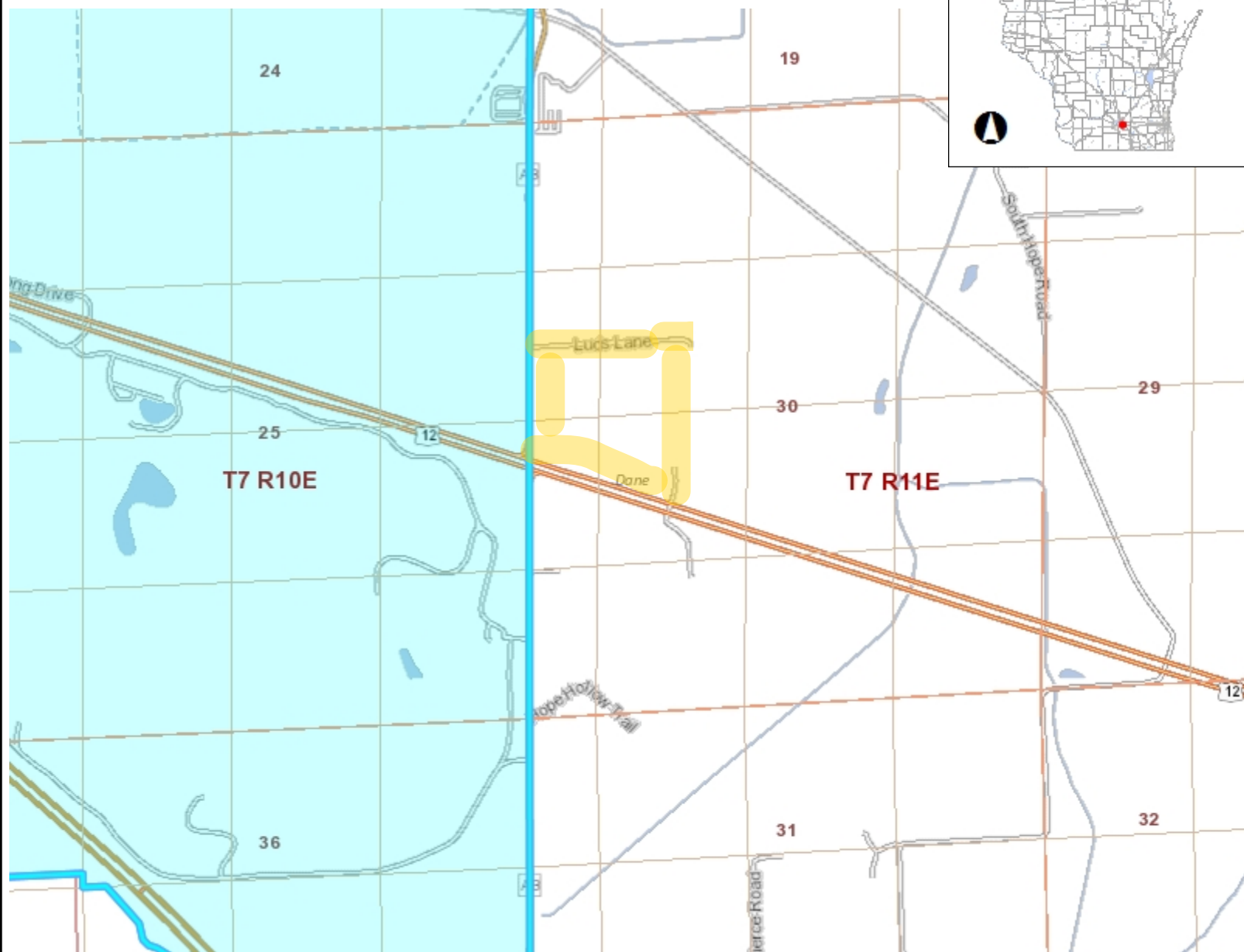
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(March 2018)





# 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

## Notes

0.5 0 0.25 0.5 Miles

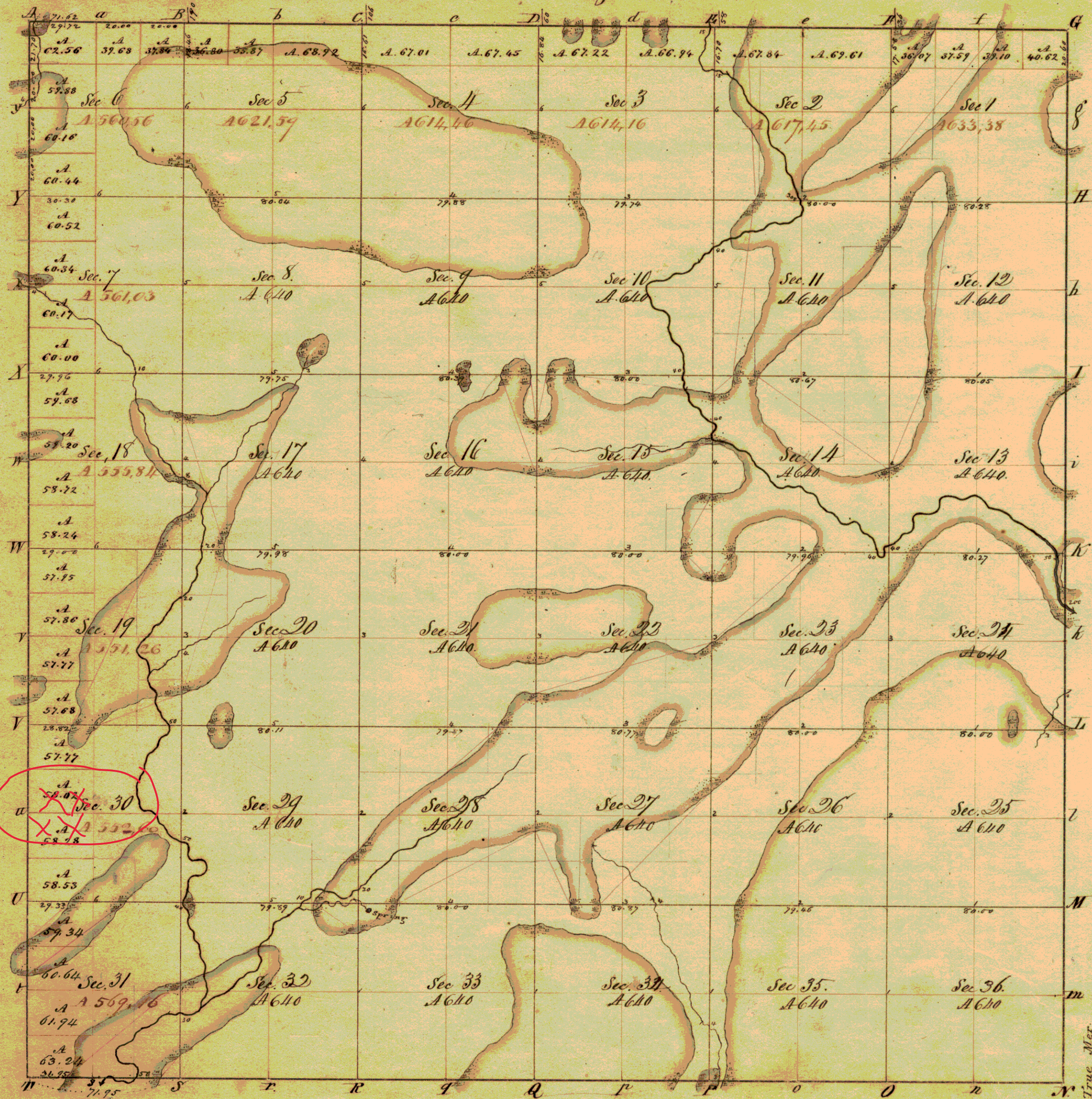
NAD\_1983\_HARN\_Wisconsin\_TM

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/>



# Township N<sup>o</sup> VII N. Range N<sup>o</sup> XI E. 4<sup>th</sup> Mer. Wis. Ter.



Total number of Acres 22,451.59

Survey Designated	By Whom Surveyed	Date of Contract	Amt. of Survey	When Surveyed	When Surveyed in Sec. Gen. Acet.
Subdivisions	Orson Lyon	8 <sup>th</sup> Feb. 1834	52.13.60	2 <sup>d</sup> of 1834	1 <sup>st</sup> of 1835
Town Lines	Mallett & Krink	1 <sup>st</sup> July 1833	23.65.87	4 <sup>th</sup> of 1833	3 <sup>d</sup> of 1834

The above Map of Township N<sup>o</sup> VII N. Range N<sup>o</sup> XI E. 4<sup>th</sup> Mer. (M.S.) 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, Jan. 1<sup>st</sup> 1835

*Robert H. Smith*





TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY-DESIGNEE

**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>

October 24, 2022

PETITION FILE NO. 14532

MARIBETH WITZEL-BEHL, CLERK  
CITY OF MADISON  
210 M L K JR BLVD RM 103  
MADISON, WI 53703-3345

KIM BANIGAN, CLERK  
TOWN OF COTTAGE GROVE  
4058 COUNTY ROAD N  
COTTAGE GROVE, WI 53527-9503

Subject: DANE COUNTY ANNEXATION

The proposed annexation submitted to our office on October 05, 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 Madison, 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 14532 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=2606>

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

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner