

# 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: **SDJ PROPERTIES, LLC C/O SCOTT SOPER**

Address: **3420 JACKSON STREET**

**SUITE A**

**OSHKOSH, WI 54901**

Email: **SOPERCOMPANIES@GMAIL.COM**

Office use only:

**RECEIVED**

Municipal Boundary Review  
Wisconsin Dept. of Admin.

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

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

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

4. Population of the territory to be annexed: **1**

5. Area (in acres) of the territory to be annexed: **1.843**

6. Tax parcel number(s) of territory to be annexed  
(if the territory is part or all of an existing parcel): **0180015**

Petitioners phone:

**920-233-4869**

Town clerk's phone:

**920-235-7771**

City/Village clerk's phone:

**920-236-5011**

## Contact Information if different than petitioner:

Representative's Name and Address:

**JEFFREY L. NAU**

**CITY OF OSHKOSH DEPARTMENT OF  
COMMUNITY DEVELOPMENT**

**P.O. BOX 1130**

**OSHKOSH, WI 54903-1130**

Phone: **920-236-5122**

E-mail: **jnau@ci.oshkosh.wi.us**

Surveyor or Engineering Firm's Name & Address:

Phone:

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

**\$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: 11-18-22

Payee: Excel Engineering Inc

Check Number: 088482

Check Date: 11-2-22

Amount: \$400.00

**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL**  
RECEIVED

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN:

NOV 14 2022  
WHEREAS the undersigned constituting all of the electors and all of the owners of real property in the territory proposed to be annexed;

NOW, THEREFORE, PETITION IS HEREBY MADE by unanimous approval pursuant to the provisions of Sec. 66.0217(2) of the Wisconsin Statutes, for direct annexation to the City of Oshkosh, Wisconsin, from the Town of Oshkosh, Winnebago County, Wisconsin, of the real estate hereinafter described.

That pursuant to Sec. 66.0217(2), petition is hereby made without compliance to the notice requirements of Sec. 66.0217(4) of the Wisconsin Statutes.

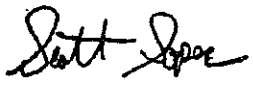
That the current population of the territory to be annexed as defined by Sec. 66.0201(2)(dm) of the Wisconsin Statutes is one (1).

That the territory to be annexed is contiguous to the City of Oshkosh, is located in the Town of Oshkosh, Winnebago County, Wisconsin and is described as follows:

**SOPER ANNEXATION**

PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF SAID SECTION 1; THENCE N00°24'02"W, 665.39 FEET ALONG THE WEST LINE OF SAID NORTHWEST 1/4; THENCE N88°54'47"E, 47.09 FEET TO THE EAST RIGHT-OF-WAY LINE OF JACKSON STREET, AND POINT OF BEGINNING; THENCE CONTINUING N88°54'47"E, 274.07 FEET ALONG THE SOUTH LINE OF LANDS DESCRIBED PER DOCUMENT NO. 1888071, WINNEBAGO COUNTY REGISTER OF DEEDS, TO THE EAST LINE OF SAID LANDS; THENCE N00°31'48"W, 293.48 FEET ALONG SAID EAST LINE, TO THE SOUTH LINE OF LOT 2 OF CERTIFIED SURVEY MAP NO. 2199, RECORDED AS DOCUMENT NUMBER 745654, WINNEBAGO COUNTY REGISTER OF DEEDS; THENCE S88°54'47"W, 273.03 FEET ALONG SAID SOUTH LINE TO THE EAST RIGHT-OF-WAY LINE OF SAID JACKSON STREET; THENCE S00°19'40"E, 293.49 FEET ALONG SAID EAST LINE TO THE POINT OF BEGINNING. SAID AREA CONTAINS 1.843 ACRES (80,280 SQUARE FEET) OF LAND MORE OR LESS.

That attached hereto is a scaled map reasonably showing the boundaries of the following described territory to be annexed and its relation to the municipalities involved.

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	SDJ Properties, LLC c/o Scott Soper	11/10/2022	Owner	3400 Jackson Street Oshkosh, WI 54902 Tax ID 018-0015

# PETITION FOR TEMPORARY AND PERMANENT ZONING CLASSIFICATION

TO THE COMMON COUNCIL OF THE CITY OF OSHKOSH:

WHEREAS the undersigned are electors and/or property owners in the area being sought to be annexed to the City of Oshkosh, said area being more particularly described in a certain petition for unanimous annexation to the City of Oshkosh,

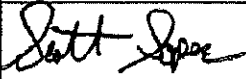
Soper Annexation,

and,

WHEREAS it is acknowledged by the undersigned that the submitting of this petition does not in any matter attempt to make said petition for direct annexation conditional upon this petition or the action taken by the said Common Council pursuant to this petition.

NOW, THEREFORE, the undersigned petition the Common Council of the City of Oshkosh that the ordinance annexing said territory include a provision temporarily designating the classification for zoning purposes, pursuant to Sec. 66.0217(8) of the Wisconsin Statutes, until the zoning ordinance is amended as prescribed in Sec. 62.23(7)(d) of the Wisconsin Statutes, as follows:

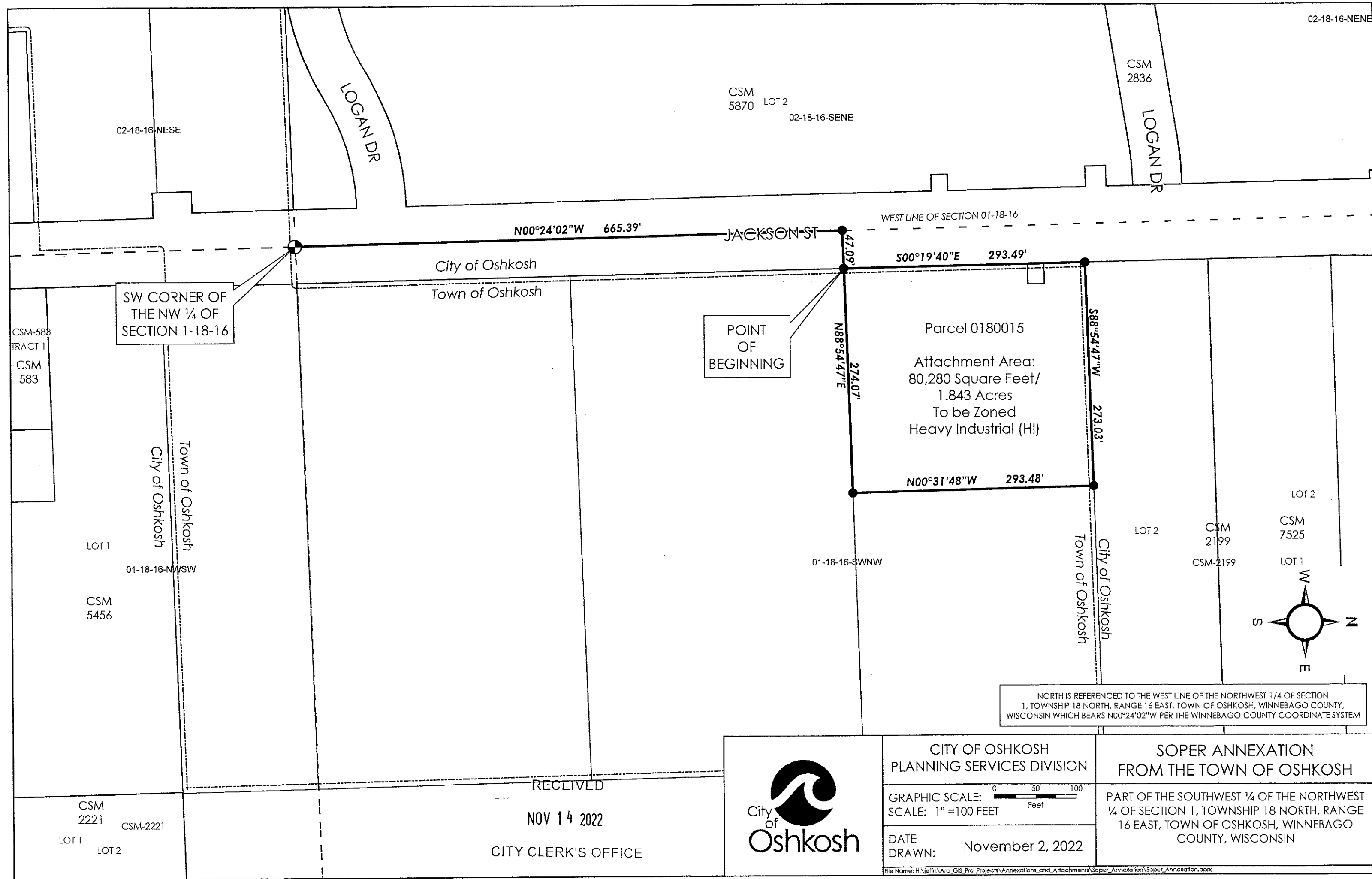
Heavy Industrial Zoning District (HI)

Signature of Petitioner	Printed Name	Date of Signing	Elector or Property Owner	Address or Description of Property
	SDJ Properties, LLC c/o Scott Soper	11/10/2022	Owner	3400 Jackson Street Oshkosh, WI 54902 Tax ID 018-0015

RECEIVED

NOV 14 2022

CITY CLERK'S OFFICE



SW CORNER OF  
THE NW 1/4 OF  
SECTION 1-18-16

POINT  
OF  
BEGINNING

Parcel 0180015  
Attachment Area:  
80,280 Square Feet/  
1.843 Acres  
To be Zoned  
Heavy Industrial (HI)

NORTH IS REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN WHICH BEARS N00°24'02"W PER THE WINNEBAGO COUNTY COORDINATE SYSTEM



CITY OF OSHKOSH  
PLANNING SERVICES DIVISION

GRAPHIC SCALE: 0 50 100  
SCALE: 1" = 100 FEET  
Feet

DATE  
DRAWN: November 2, 2022

SOPER ANNEXATION  
FROM THE TOWN OF OSHKOSH

PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN

**REAL PROPERTY LISTERS ANNEXATION REVIEW**

1. Territory to be annexed: <b>Soper Annexation</b>	From Town of: <b>Oshkosh</b>	To City/Village of: <b>City of Oshkosh</b>
--	---------------------------------	---

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, ¼ - ¼ 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
- N (2) Identify parcel ID numbers included in annexation.
- Y (3) Identify parcel ID numbers being split by annexation
- N/A (4) North arrow
- Y (5) Graphic Scale
- Y (6) Streets and Highways shown and identified
- N/A (7) Legend
- Y (8) Total area/acreage of annexation

3. Other relevant information and comments:

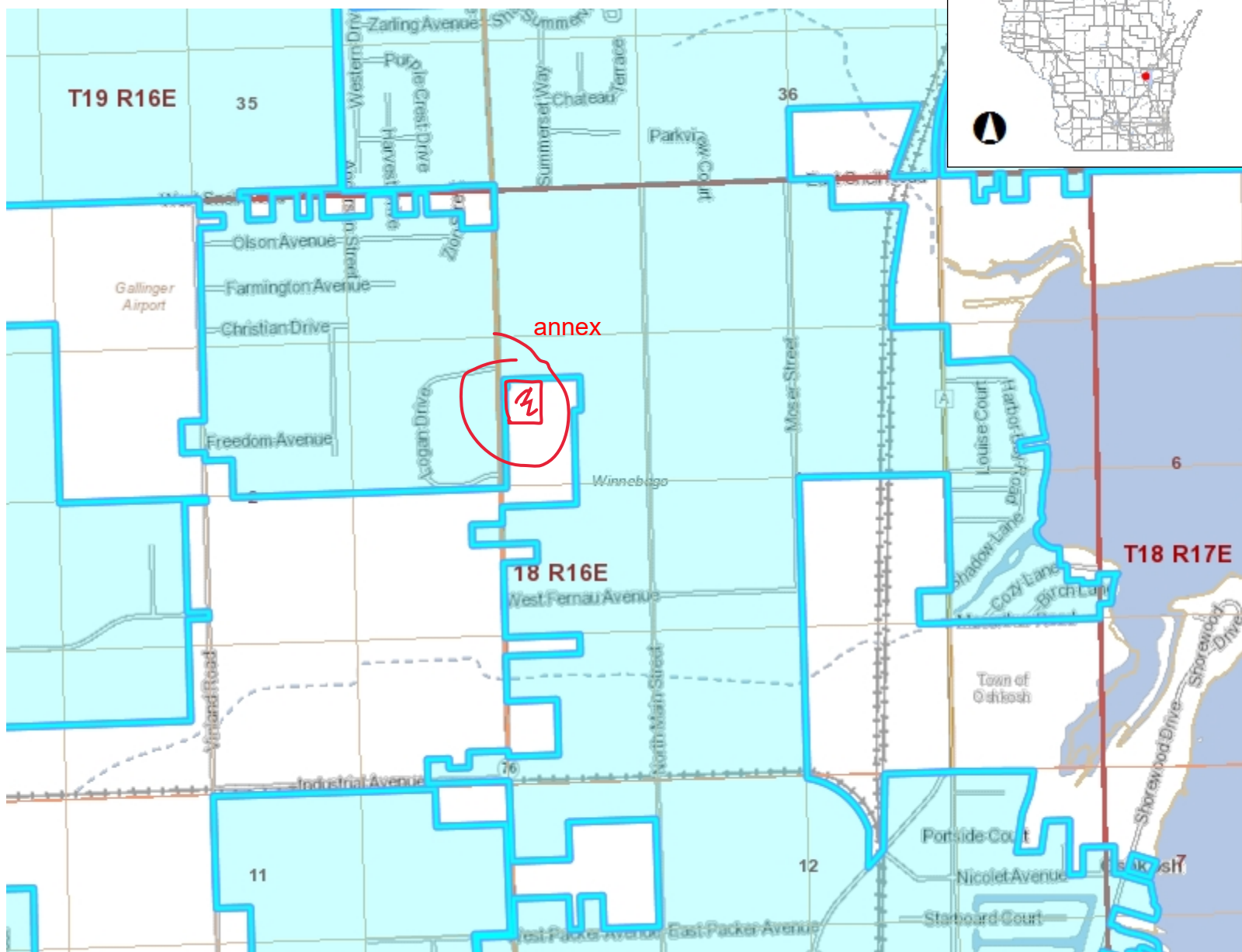
***Petition and map do not include parcel 018-0015-03 which is owned by Wisconsin DOT.***

Prepared by: **Diane Culver**  
 Title: **GIS Specialist II**  
 Phone: **(920) 232-3335**  
 Date: **11/23/2022**

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

0.5 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> XVIII N. Range N<sup>o</sup> XVI E. 4<sup>th</sup> Mer. (Wis. Ter.)



Meanders, of Butte des Morts Lake and Fox River.		
Posts	Courses.	Dist.
1	S. 12 E.	17.81
	S. 42 E.	2.79
	N. 12 E.	6.15
2	N. 76 E.	15.41
	East	25.26
	S. 57 E.	17.84
	S. 44 E.	17.67
	N. 88 E.	10.93
	S. 28 E.	8.09
	S. 6 W.	7.54
	S. 54 W.	20.42
	S. 24 W.	19.60
3	S. 10 E.	3.36
	S. 11 W.	2.33
	S. 34 E.	7.62
	S. 55 E.	7.33
	S. 69 E.	8.53
	N. 20 E.	5.16
4	East	8.80
	S. 62 E.	16.69
	S. 30 E.	10.89
	S. 60 E.	11.34
	N. 61 E.	7.94
	S. 62 E.	13.55
	S. 12 E.	12.00
	N. 75 E.	5.22
5	S. 27 E.	30.45
	S. 20 E.	3.84
	S. 26 E.	6.37
6	S. 20 E.	12.27
	S. 26 E.	50.55
7	S. 28 E.	13.28
	S. 36 E.	43.32
	S. 60 E.	17.40
8	S. 58 E.	11.68
	S. 72 E.	14.66
	S. 61 E.	22.80
	S. 53 E.	10.56
	East	5.92
	S. 61 E.	9.73
9	S. 3 E.	2.51
	S. 27 E.	.79
	S. 38 E.	8.78
	S. 58 E.	5.13
	S. 72 E.	4.76
10	S. 59 E.	8.93
Meanders of Lake Winnepago		
11	N. 59 W.	5.54
	N. 10 E.	16.54
12	N. 34 E.	2.79

L A K E W I N N E P A G O

Total number of Acres 5,724.12

Surveys Designated	By whom Surveyed	Date of Contract	Am't. of Surveys	When Surveyed	When paid for & ch'd in Surv. Genl's Ac't.
East boundary line between Sec. 24 & 25	Garret Niet	May 17. 1838	M. Chs Lk. 4. 60. 63	Jan'y. 1839	2 <sup>d</sup> q <sup>r</sup> . 1839
N. boundary & subdiv.	David Giddings	Jan'y. 24. 1839	26. 35. 28	March 1839	3 <sup>d</sup> q <sup>r</sup> . 1839

The above Map of Township N<sup>o</sup> 18 North, Range N<sup>o</sup> 16 East of the 4<sup>th</sup> Principal Meridian, Wisconsin Territory, 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

A. G. Ellis,  
Genl.





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>

December 8, 2022

PETITION FILE NO. 14542

JESSI BALCOM, CLERK  
CITY OF OSHKOSH  
PO BOX 1130  
OSHKOSH, WI 54903-1130

JEANNETTE MERTEN, CLERK  
TOWN OF OSHKOSH  
1076 COZY LN  
OSHKOSH, WI 54901-1404

Subject: SDJ PROPERTIES LLC ANNEXATION

The proposed annexation submitted to our office on November 18, 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 Oshkosh, 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 14542 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=2616>

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

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner