

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
<https://doa.wi.gov/municipalboundaryreview>

Online Submittal and Payment: Instead of this form go to <https://appengine.egov.com/apps/wi/dir/annexation>
This will speed up the process by eliminating the time it used to take to mail the check to us.

Petitioner Information

Name: **Karen Mader**

Phone: **920-766-5385**

Email: **mommader@yahoo.com**

Contact Information if different than petitioner:

Representative's Name: **Lily Paul**

Phone: **920-766-6315**

E-mail: **lpaul@kaukauna.gov**

RECEIVED

March 4, 2024

Municipal Boundary Review
Wisconsin Dept. of Admin.

1. Town(s) where property is located: **Town of Buchanan**

2. Petitioned City or Village: **City of Kaukauna**

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

4. Population of the territory to be annexed: **0**

5. Area (in acres) of the territory to be annexed: **19.7265**

6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel):
030022200

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]

(November 2022)

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: 3-4-24

Payer: Dercks Builders + Masonry INC

Check Number: 16703

Check Date: 2-28-24

Amount: 1150⁰⁰



**CITY OF KAUKAUNA PLAN COMMISSION
PETITION FOR UNANIMOUS ANNEXATION**

To the Common Council of the City of Kaukauna, Outagamie County, Wisconsin:

Petition is hereby made in accordance with the provisions of Section 66.0217(2) of the Wisconsin State Statutes for direct annexation to the City of Kaukauna, Wisconsin, from the Town of Buchanan, Wisconsin, of the real estate described on the attached map.

The attached map is in accordance with statutory requirements and is of a reasonable scale, showing the contiguous boundary with the City of Kaukauna of the territory to be annexed, and showing acreage and North arrow.

There are 0 residents residing within the territory under petition.

Signatures:

1. NAME OF PETITIONER: Karen D. Mader Revocable Living Trust
Karen D Mader, Trustee

SIGNATURE:

Karen D Mader

DATE:

2-4-2024

2. NAME OF PETITIONER: Mader Family Trust
Karen D. Mader Co-Trustee

SIGNATURE:

Karen D Mader

DATE:

2-4-2024

3. NAME OF PETITIONER: Mader Family Trust
Sara Jane Massonet Co-Trustee

SIGNATURE: 

DATE: 2/4/2024

4. NAME OF PETITIONER:

SIGNATURE:

DATE:

5. NAME OF PETITIONER:

SIGNATURE:

DATE:

6. NAME OF PETITIONER:

SIGNATURE:

DATE:

Additional Requirements: City of Kaukauna staff are able to assist you in map preparation to meet statutory regulations. Please contact us by email at jstephenson@kaukauna-wi.org or by phone at (920) 766-6315 to begin the annexation process.

Fees: There are no locally assessed fees from the City of Kaukauna for annexation review, but the Wisconsin Department of Administration does assess fees for annexation.

Please Note: Annexation review and adoption requires action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Please submit by email to lpaul@kaukauna-wi.org or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130

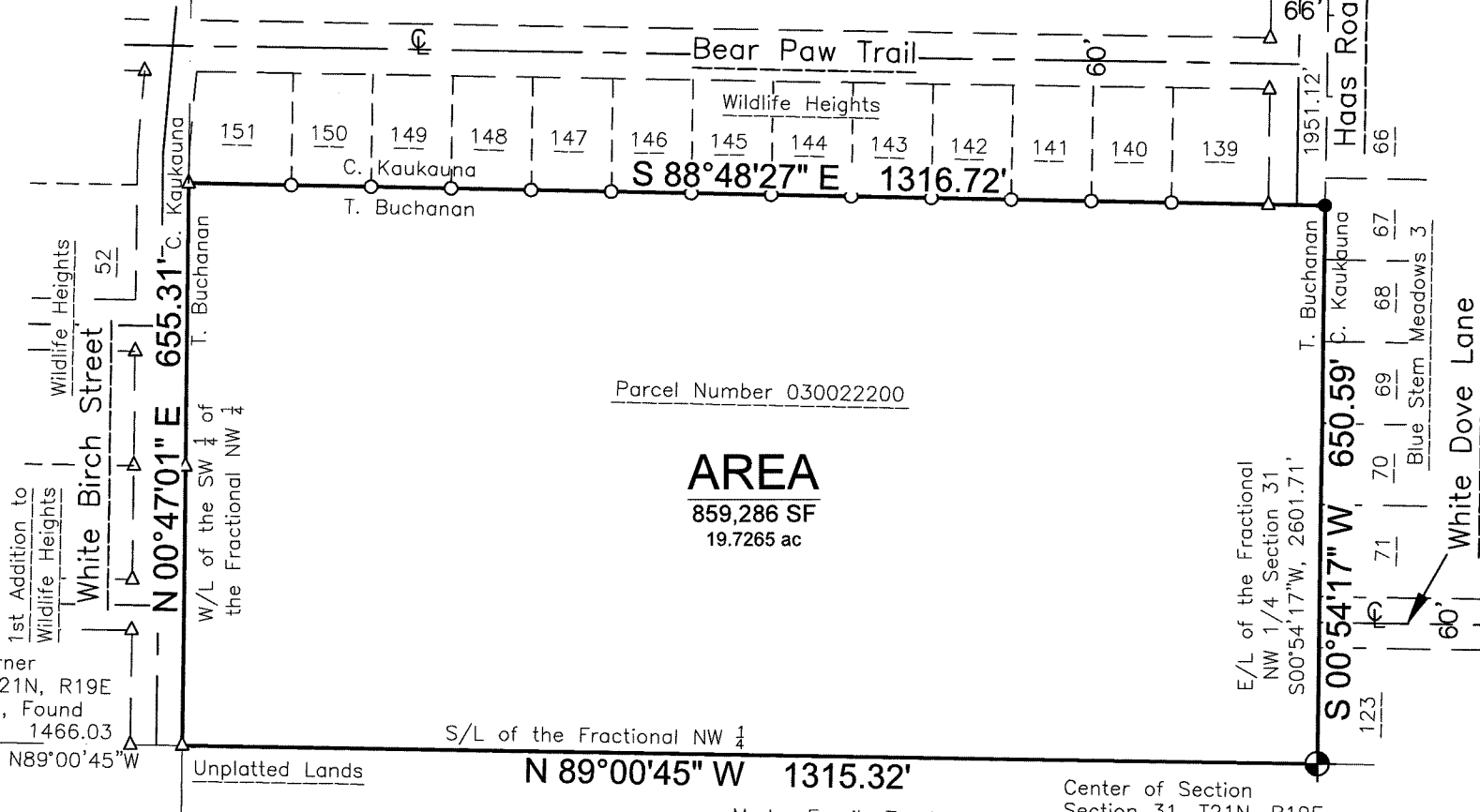
Annexation Exhibit

Part of the Southeast 1/4 of the Fractional Northwest 1/4 of Section 31, Township 21 North, Range 19 East,
Town of Buchanan, Outagamie County, Wisconsin.



Bearings are referenced to the East line of the Northwest 1/4, Section 31, T20N, R19E, assumed to bear S00°54'17"W, base on the Outagamie County Coordinate System.

North 1/4 Corner
Section 31, T21N, R19E
Berntsen Monument, Found



Parcel Number 030022200

AREA

59,286 SF
19,7265 ac

West 1/4 Corner
Section 31, T21N, R19E
Railroad Spike, Found
1466.03
N89°00'45"W

S/L of the Fractional NW 1/4

N 89°00'45" W 1315.32'

Center of Section
Section 31, T21N, R19E
Chiseled X in 6" by 6" Stone, Found

Mader Family Trust
Karen D. Mader Revocable Living Trust



**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**

Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

File: 4198Annex.dwg
Date: 02/01/2024
Drafted By: jim
Sheet: 1 of 2

Annexation Description

Parcel Number 030022200

Part of the Southeast 1/4 of the Fractional Northwest 1/4 of Section 31, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin, containing 859,286 Square Feet (19.7265 Acres) of land described as follows:

Commencing at the North 1/4 corner of Section 31, Township 21 North, Range 19 East; thence, along the East line of the Fractional Northwest 1/4 of said Section 31, S00°54'17"W, 1951.12 feet to the Southeast corner of Haas Road said point being the point of beginning; thence, continuing along said East line, S00°54'17"W, 650.59 feet to the Center of Section of said Section 31; thence, along the South line of said Fractional Northwest 1/4, N89°00'45"W, 1315.32 feet to the West line of the Southeast 1/4 of said Fractional Northwest 1/4; thence, along said West line, N00°47'01"E, 655.31 feet to the South line of Lots 139-151 and said South right of way line of Haas Road of Wildlife Heights; thence, along said South line, S88°48'27"E, 1316.72 feet to the point of beginning.



**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**

Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952

Ph: 920-991-1866 Fax: 920-441-0804

www.davel.pro

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: **Mader Revocable Living Trust et al**

Petition Number: **14649**

1. Territory to be annexed: From **TOWN OF BUCHANAN**

To **CITY OF KAUKAUNA**

2. Area (Acres): 19.73

3. Pick one: Property Tax Payments

OR Boundary Agreement

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

\$ 14.01

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): \$70.05

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: 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 subdivision

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: 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? Residential

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

A plat has not yet been submitted, but when it is completed it will provide extensions of current roads and provide safe/ideal traffic patterns in/out of the subdivision

Prepared by: Town City Village

Please RETURN PROMPTLY to:

Name: Lily Pau

wimunicipalboundaryreview@wi.gov

Email: lpau1@kaukauna.gov

Municipal Boundary Review

Phone: 920-766-0315 ext 765

PO Box 1645, Madison WI 53701

Date: 03/05/2024

Fax: (608) 264-6104

(March 2018)

Annexation Review Questionnaire

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
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Petitioner: **Mader Revocable Living Trust et al**

Petition Number: **14649**

1. Territory to be annexed: From **TOWN OF BUCHANAN** To **CITY OF KAUKAUNA**

2. Area (Acres): 20

3. Pick one: Property Tax Payments

OR Boundary Agreement

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

\$ 14.01

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 70.05

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: _____% 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?: Gen 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: 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? General Agriculture

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 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:

IF Kaukauna keeps annexing land from the Town of Buchanan, in time, the town won't exist. We continue to lose tax money which the town needs to run.

Prepared by: Town City Village

Please RETURN PROMPTLY to:

Name: Cynthia Stieracki

wimunicipalboundaryreview@wi.gov

Email: Cynthias@townofbuchanan.wi.gov

Municipal Boundary Review

Phone: 920-734-8599

PO Box 1645, Madison WI 53701

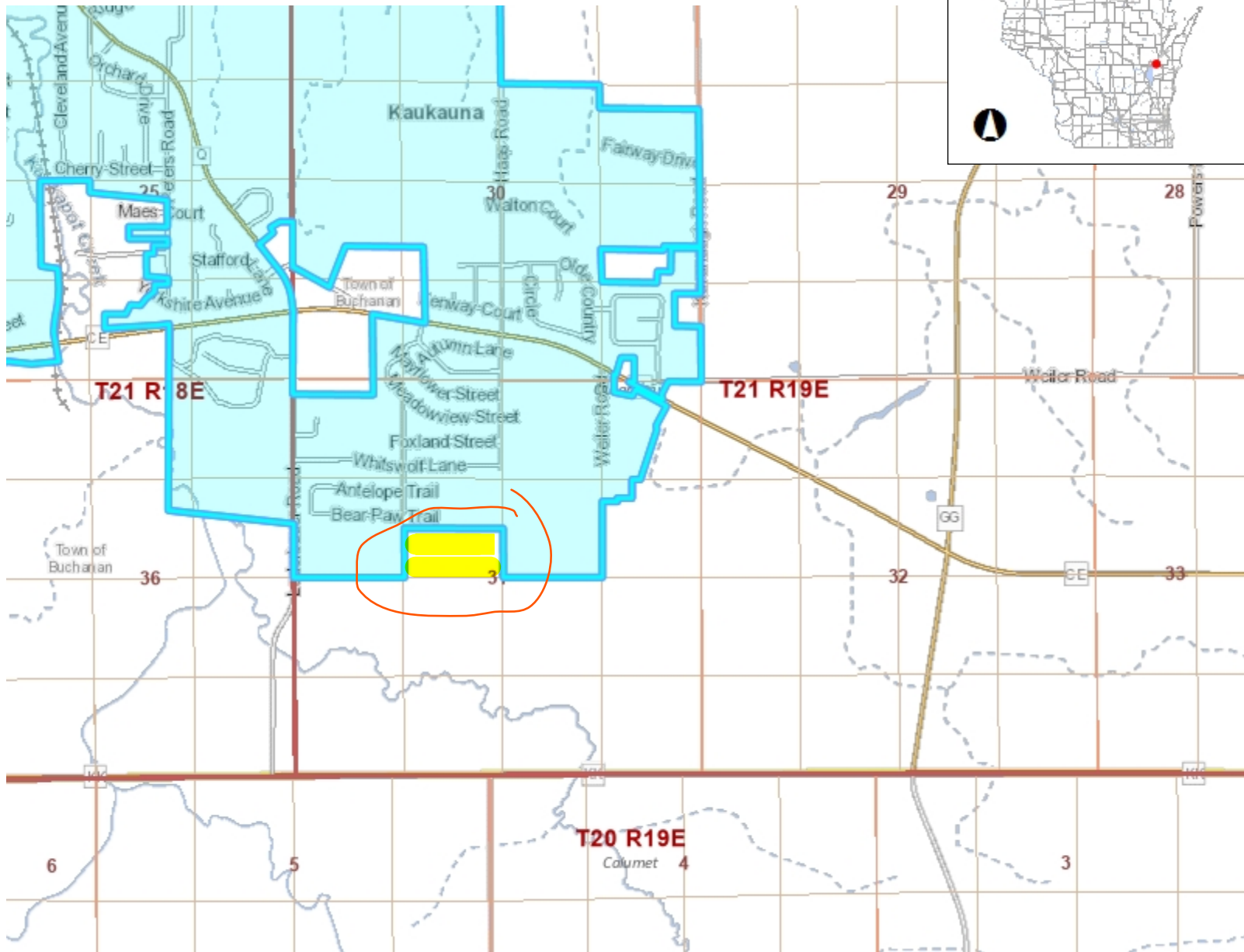
Date: 3/8/24

Fax: (608) 264-6104

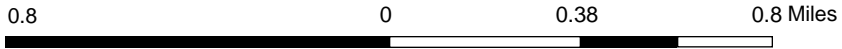
(March 2018)



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



NAD_1983_HARN_Wisconsin_TM

1: 23,760

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 XXI Range N^o XIX E. 4th Mer. (Wis. Ter.)



North of Fox River, Total number of Acres 9,344.12
 South of Fox River, Total number of Acres 13,758.89
 Acres 22,103.01

Manders of Fox River.

Post	Course	Ch. lts.	Post	Course	Ch. lts.	Post	Course	Ch. lts.
9.	N 65 E	9.50	5.	N 65 E	5.76	2.	N 77 E	3.00
	N 65 E	13.38		N 70 E	7.95		N 37 E	24.13
	N 5 E	17.02		N 68 E	13.40		N 49 E	2.53
	N 43 E	40.27	4.	N 44 E	7.22		N 7 E	6.05
	East	4.40		N 61 E	9.30		N 51 E	12.25
	N 30 E	74.01		N 81 E	10.25	1.	N 36 E	4.38
8.	N 40 E	18.20		N 61 E	7.21			
	N 25 E	8.92		N 69 E	13.62			
	N 10 E	10.25		N 71 E	8.00			
	N 24 E	2.07		N 10 E	3.47			
7.	N 41 E	6.96	3.	N 77 E	10.40			
	N 50 E	6.78		East	12.79			
	N 20 E	31.68		N 77 E	4.70			
	N 137	7.13		N 82 E	6.69			
6.	N 57 E	14.58		N 88 E	5.00			
	N 26 E	15.03		N 51 E	20.65			
	N 6 E	26.30		N 40 E	6.12			
	N 57 E	23.00		N 57 E	4.25			
	N 65 E	24.60		N 58 E	14.45			
				N 67 E	2.91			
				N 39 E	5.63			

Left bank, down stream.

10.	N. 52 E	3.50	N. 75 E	7.50	
	N. 66 E	1.50	N. 56 E	19.50	
	N. 37 E	4.00	N. 62 E	13.50	
	N. 30 E	3.00	N. 74 E	9.50	
	N. 25 E	7.50	N. 73 E	5.00	
	N. 51 E	7.00	N. 53 E	11.50	
	N. 75 E	6.50	N. 88 E	6.50	
	N. 61 E	7.00	N. 71 E	7.42	
	N. 23 E	13.50			
	N. 12 E	6.50	N. 71 E	5.50	
	N. 30 E	9.50	N. 84 E	23.00	
	N. 36 E	6.50	N. 65 E	10.00	
11.	N. 65 E	3.20	N. 60 E	12.00	
			N. 45 E	19.50	
	N. 43 E	6.20	N. 57 E	15.00	
12.	N. 28 E	3.21	16	N. 64 E	8.14
	N. 36 E	14.50	N. 74 E	9.00	
	N. 49 E	5.00	N. 58 E	8.50	
	N. 65 E	10.00	N. 46 E	11.00	
	N. 22 E	8.00	N. 38 E	5.00	
	N. 9 E	21.00	17	N. 46 E	4.70
	N. 26 E	14.00			
	N. 63 E	10.00	Total	5 19 07	
	N. 49 E	6.50			
	N. 65 E	7.50			
	N. 55 E	4.50			
13.	N. 44 E	5.70			
	N. 29 E	3.00			
14.	East	16.00			

So much of the above Map of Township N^o XXI N. Range N^o XIX E. 4th Meridian, as lies North of Fox River, 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, Geo. W. Force
 Dubuque April 1847

Surveys Designated	By Whom Surveyed	Date of Contact	Acres of Surveys	When Surveyed
South of Fox River, Township lines	Mudgett & Brink	9 th July 1833	15,591.94	1 st q ^r . 1834
Subdivisions	A. G. Ellis	17 th March 1834	57,33.74	2 nd q ^r . 1834
North of Fox River, Township lines	A. G. Ellis	18 th May 1843	6,55.83	2 nd q ^r . 1843
Subdivisions	Theodore Conkey	8 th January 1847	13,52.15	1 st q ^r . 1847

The above Map of Township N^o XXI N. Range N^o XIX E. 4th Meridian. (N.P.S.) is strictly conformable to the field notes of the Survey thereof on file in this office, which have been examined and approved.
 Surveyor Genl's Office
 Cincinnati Nov. 30. 1855
 M. T. Williams
 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

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

March 26, 2024

PETITION FILE NO. 14649

SALLY KENNEY, CLERK
CITY OF KAUKAUNA
PO BOX 890
KAUKAUNA, WI 54130-0890

CYNTHIA SIERACKI, CLERK
TOWN OF BUCHANAN
N178 COUNTY ROAD N
APPLETON, WI 54915-9459

Subject: MADER REVOCABLE LIVING TRUST ET AL ANNEXATION

The proposed annexation submitted to our office on March 04, 2024, 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 Kaukauna, 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 14649 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=2723>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner