

March 26, 2025

MICHAEL LAMONT

PROJECT OUTLINE FOR LAND DIVISION AND ANNEXATION:

Land Division:

- The Surveyor drafts a boundary and legal description of the subject property. Creates a draft certified survey map (CSM)
- The Surveyor provides the boundary, map and legal description to the Zoning Administrator and City Clerk for review.
- The CSM is presented to the Plan Commission for review if approval this will be forwarded on to the Common Council.
- The Common Council reviews and considers approval of the CSM at a regularly scheduled meeting.

Annexation (Direct Annexation by Unanimous Approval):

- Direct Annexation by Unanimous Approval – a petition filed with the City Clerk and the Town Clerk and signed by all the owners of the real property within the annexation territory. (See Wis. Stats § 66.0217(2) and Sec 400.04(9) of the City Code of Ordinances)
 - Direct Annexation petition shall state the purpose of the petition and shall contain a clear and concise description of the exterior boundary of the land proposed to be annexed.
 - Petition shall include the population within the boundary of the annexation.
 - The Petition shall have submitted therewith a certified survey map which meets the requirements of Wis. Stats. § 236.34
 - The certified survey map shall show:
 - All exterior boundaries of the territory to be annexed.
 - The geographic relationship of the territory to the municipalities involved (City of Richland Center and Town of Richland).
 - Access to existing facilities and/or installation of projected facilities related to the furnishing of city services to the lands depicted on the CSM.
 - Access to adequate public highways to serve the lands depicted on the CSM.
 - Placement and development of interior streets, sidewalks and other public works upon the platted lands.
 - Drainage and disposal of rainwater and waters generated by snowmelt.
- Petition for annexation and annexation ordinance on the next Common Council meeting agenda.
- **See Timeline**
- **After annexation ordinance adopted – City agrees to pay the Town, for 5 years (or one lump sum equal to the 5 years), an amount equal to the amount of property taxes that the town levied on the annexed territory, as shown on the tax roll in the year in which the annexation becomes effective.**

Current Timeline:

- March 26, 2025 – CSM and Annexation petition to meeting with Plan Commission for review for approval and forward it to Common Council.
- April 15, 2025 – Common Council (3rd Tuesday of the month)
 - Common Council acts on the Annexation Petition and Annexation Ordinance
- April 16-21 – City Clerk shall file with:
 - The Department of Administration:
 - Clerk's certification
 - Certified copy of the annexation ordinance with effective date
 - Accurate legal description
 - Population of territory being annexed
 - Certified Survey Map
 - The Utilities that service the area annexed:
 - Certified copy of the annexation ordinance with effective date
 - Certified Survey Map
 - The County Clerk:
 - Within 5 days of adoption (no later than April 21) – transmit one copy of the annexation ordinance and legal description to the County Clerk
 - The Register of Deeds:
 - Record the annexation ordinance and legal description
 - The School District:
 - File the annexation ordinance and legal description with the School District

Application Documents for Land Division:

The surveyor provides a certified survey map to the Clerk for noticing and then a copy to the Plan Commission. The Plan Commission refers the certified survey map to the Common Council for their review and approval.

Application Documents for Annexation:

Utilize City of Richland Center Petition for Annexation document to file for annexation. The Annexation Process was outlined and followed. This included the notification of the Town of Richland and the Richland School District of the pending annexation.

Attachments to this Process and Timeline include:

- Ordinance 2025-03
- Petition for Annexation
- Certified Survey Map

ORDINANCE 2025-03
ANNEXING TERRITORY TO THE CITY OF RICHLAND CENTER, WISCONSIN
(Michael Lamont) - Parcel 022-1711-1000)

WHEREAS, a petition for annexation was filed on March 3, 2025 with the City Clerk/Treasurer; and

WHEREAS, Wis. Stat. § 66.0217(2) is by unanimous approval of the Wisconsin Statutes and the petition filed with the City clerk authorizes and provides procedures for annexation of property initiated by a petition signed by all the owners of real property; and

WHEREAS, the Common Council has determined that such property should be annexed into the City; and

NOW THEREFORE BE IT ORDAINED: by the common Council of the City of Richland Center as follows:

SECTION 1. TERRITORY ANNEXED. In accordance with Wis. Stat. § 66.0217(2) and the abovementioned petition received by the City, the territory described below and in the attached Certified Survey Map, both incorporated by reference as Exhibits A, respectively, in the Town of Richland ("Town"), Richland County, Wisconsin is annexed to the City of Richland Center, Richland County, Wisconsin:
SEE ATTACHED LEGAL DESCRIPTION (Exhibit B)

SECTION 2. EFFECT OF ANNEXATION. From and after the effective date of this ordinance, the territory described in SECTION 1/Exhibit A, which has a current population of zero (0), shall be a part of the City of Richland Center for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules, and regulations governing the City of Richland Center.

SECTION 3. ZONING CLASSIFICATION. The territory annexed to the City of Richland Center by this ordinance is zoned One- and Two-Family Residential District (R-2). The territory annexed shall be subject to the appropriate Richland County Shoreland Protection Ordinance(s) in effect on the date of the territory's annexation.

SECTION 4. WARD DESIGNATION. The territory described in SECTION 1 is hereby made part of Ward 10 of the City and is subject to all the rules and regulations governing the same.

SECTION 5. PAYMENT TO THE TOWN OF RICHLAND. Pursuant to Wis. Stat. § 66.0217(14)(a), the Common Council agrees to pay annually to the Town, for five (5) years, an amount equal to the amount of property taxes that the Town levied on the annexed territory, as shown by the tax roll under Wis. Stat. § 70.65 for the year 2024. The 2024 Property taxes for parcel 022-1711-1000 payable in 2025: \$93.01 equaling a five-year total of \$465.05.

SECTION 6. SEVERABILITY. If any provision of this ordinance is held to be invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance, which can be given effect without the invalid or unconstitutional provision or application.

SECTION 7. EFFECTIVE DATE. This ordinance shall take effect as provided by law. Adopted by the Common Council of the City of Richland Center this 15th day of April 2025.

APPROVED:

ATTEST:

Todd Coppernoll, Mayor

Amanda Keller, Clerk

AYES:

NAYS:

Publication Date:

Effective Date

CITY OF RICHLAND CENTER

PETITION FOR ANNEXATION

TO: The Common Council of the City of Richland Center, Richland County, Wisconsin:

PURPOSE OF THE PETITION:

The undersigned, being the owners of all the real property withing the hereinafter described property boundaries contiguous to the City of Richland Center, Richland County, Wisconsin, herby petition for annexation of said real property into the City of Richland Center, Richland County, Wisconsin, said property being described as follows, to-wit:

NOTE: Petitioners need to furnish a clear and concise description of the exterior boundary of the land proposed to be annexed in the form of a full legal description of property sought to be annexed. This shall be done using a certified survey map which meets the requirements of Wis. Stats. § 236.34.

CLEAR AND CONCISE DESCRIPTION:

Population within the boundary of the annexation: 0

Tax Parcel Number: 022-1711-1000

Street Address, if any: -

Said Parcel contains 11.54 acres.

Said Parcel is located in the NE CORNER Quarter of the NE Quarter of Section 17, Township 10 North, Range 4 East, Richland County, Wisconsin

Now, therefore, the undersigned do respectfully petition the Common Council of the City of Richland Center, Richland County, Wisconsin, to annex the above-described contiguous territory to the City of Richland Center, Richland County, Wisconsin zoned as: R 1

Signature(s) of all Owners	Address	Date	Phone Number
<u>Michael A. Lenz</u>	<u>E 9446 Hill Road, North Freedom, WI</u>		

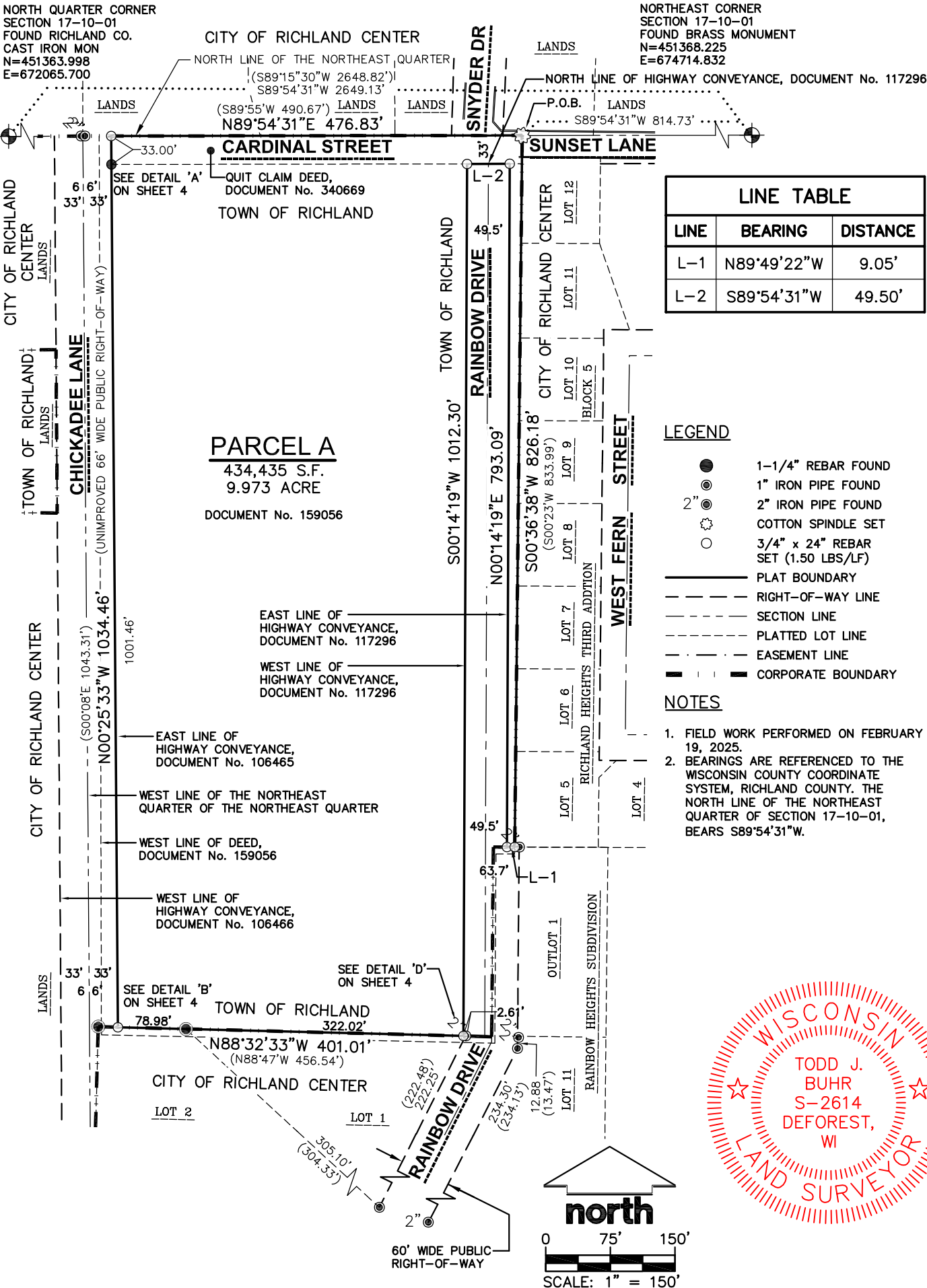
608-345-0569

*Submit to the City Clerk's Office - 450 S. Main Street, Richland Center, Wisconsin 53581.

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 10 NORTH, RANGE 01 EAST, TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN.



File: \\JSDINC\projects2\2023\2313703\DWG\Survey Sheets\2313703 P-CSM.dwg Layout: Sheet 1 User: cade.miller Plotted: Mar 18, 2025 -- 7:46am

SURVEYED BY: JSD MADISON REGIONAL OFFICE 507 W. VERONA AVENUE, SUITE 500 VERONA, WISCONSIN 53593 P. 608.848.5060	SURVEYED FOR: RAINBOW DRIVE RESIDENTIAL DEVELOPMENT 807 FERN DRIVE RICHLAND CENTER, WI	PROJECT NO:	23-13703	SURVEYED BY:	SMN
		FIELDBOOK/PG:	-	DRAWN BY:	JK
		SHEET NO:	1 OF 7		

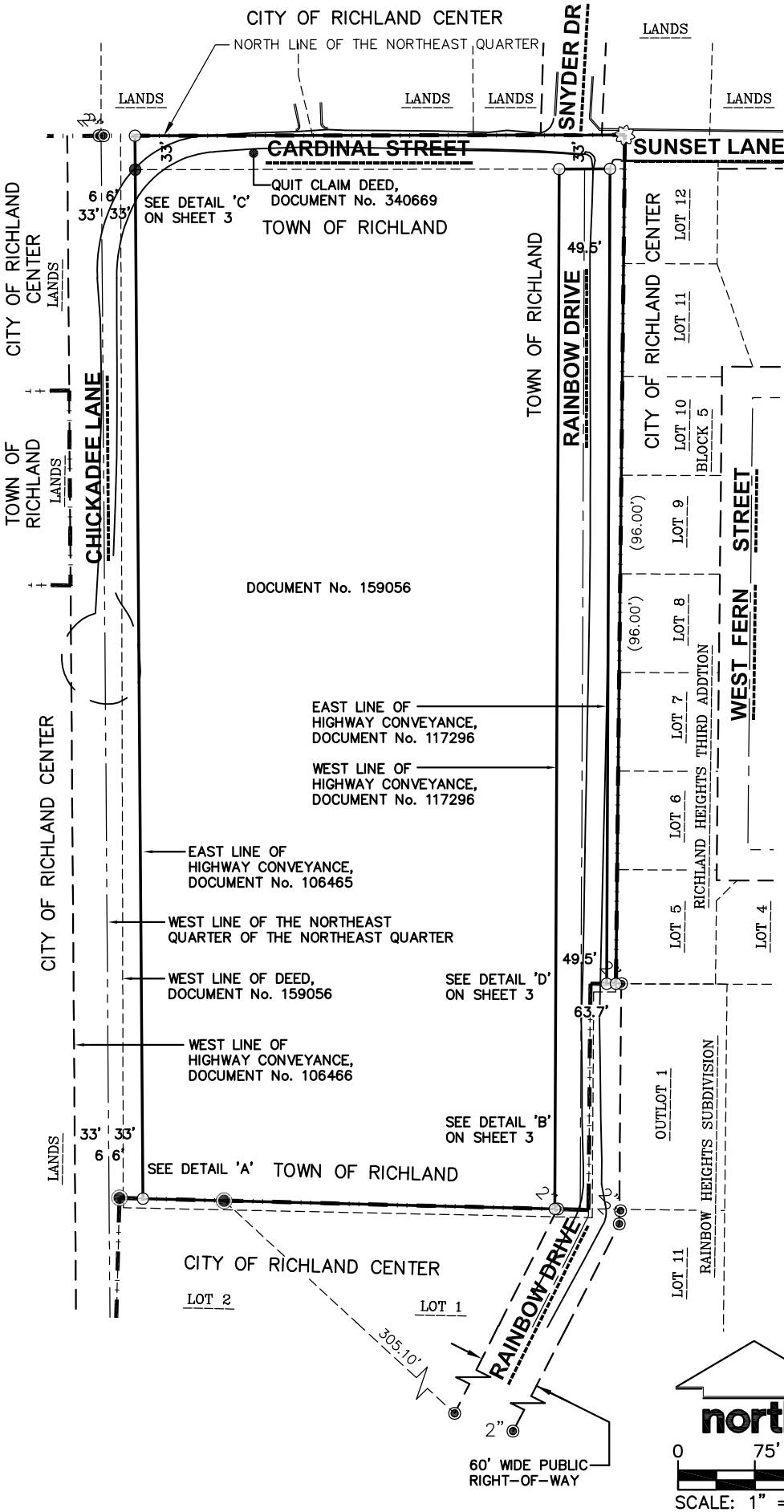
VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

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IMPROVEMENTS

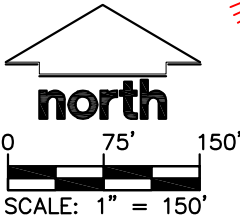


LEGEND

- 1-1/4" REBAR FOUND
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- COTTON SPINDLE SET
- PLAT BOUNDARY
- RIGHT-OF-WAY LINE
- SECTION LINE
- PLATTED LOT LINE
- EASEMENT LINE
- CORPORATE BOUNDARY

NOTES

- FIELD WORK PERFORMED ON FEBRUARY 19, 2025.
- BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, RICHLAND COUNTY. THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 17-10-01, BEARS S89°54'31"W.



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SURVEYED BY: JSD MADISON REGIONAL OFFICE 507 W. VERONA AVENUE, SUITE 500 VERONA, WISCONSIN 53593 P. 608.848.5060	SURVEYED FOR: RAINBOW DRIVE RESIDENTIAL DEVELOPMENT 807 FERN DRIVE RICHLAND CENTER, WI	PROJECT NO: 23-13703 FIELDBOOK/PG: - SHEET NO: 2 OF 7	SURVEYED BY: SMN DRAWN BY: JK
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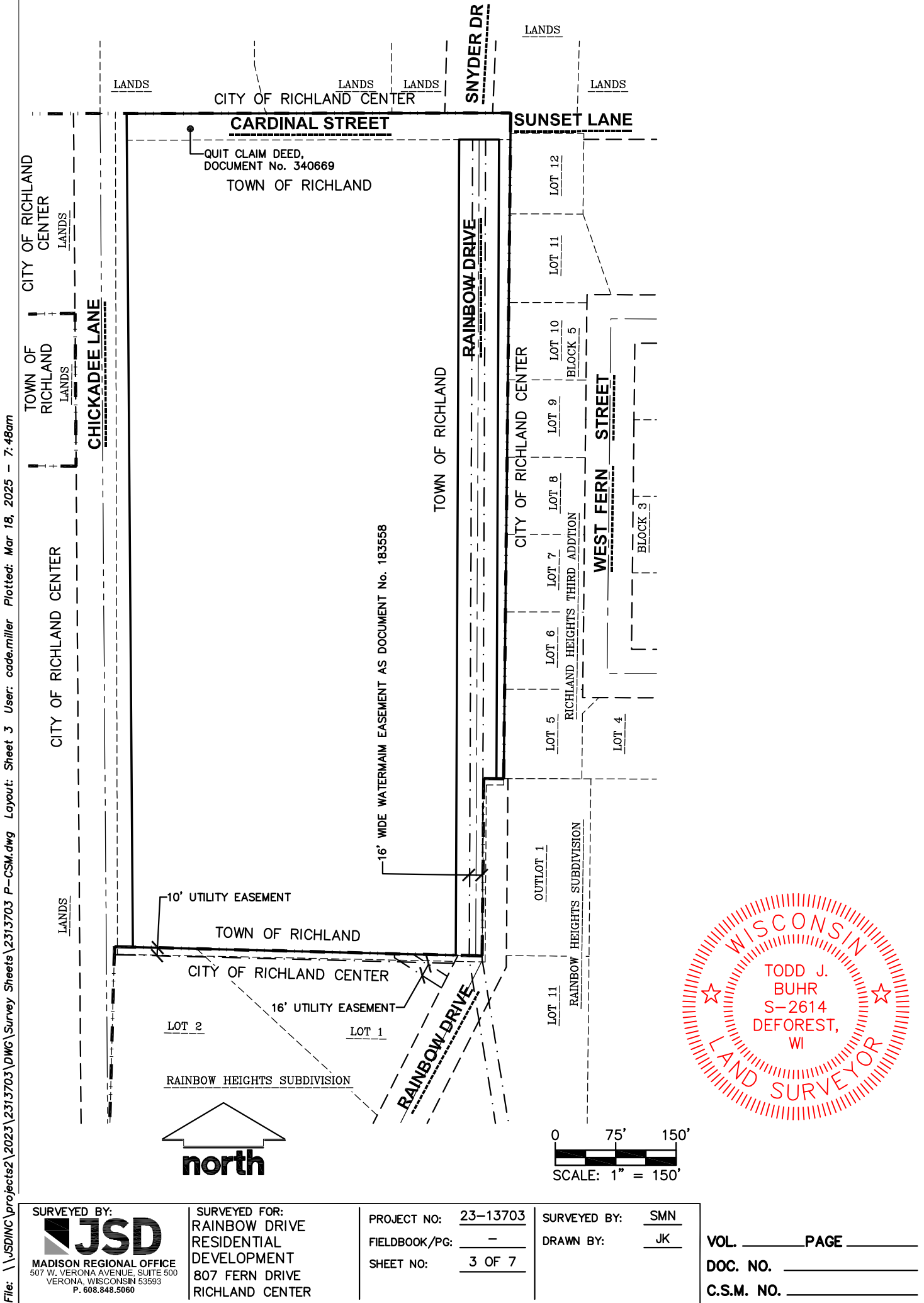
VOL. _____ **PAGE** _____
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C.S.M. NO. _____

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OF THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 10 NORTH, RANGE 01 EAST,
TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN.

EASEMENTS



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SURVEYED BY:



MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:

RAINBOW DRIVE
RESIDENTIAL
DEVELOPMENT
807 FERN DRIVE
RICHLAND CENTER

PROJECT NO: 23-13703

FIELDBOOK/PG: -

SHEET NO: 3 OF 7

SURVEYED BY: SMN

DRAWN BY: JK

VOL. _____ PAGE _____

DOC. NO. _____

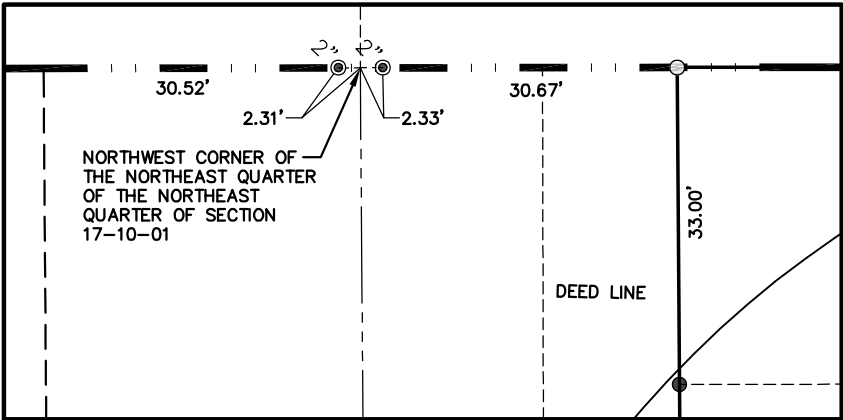
C.S.M. NO. _____

PRELIMINARY

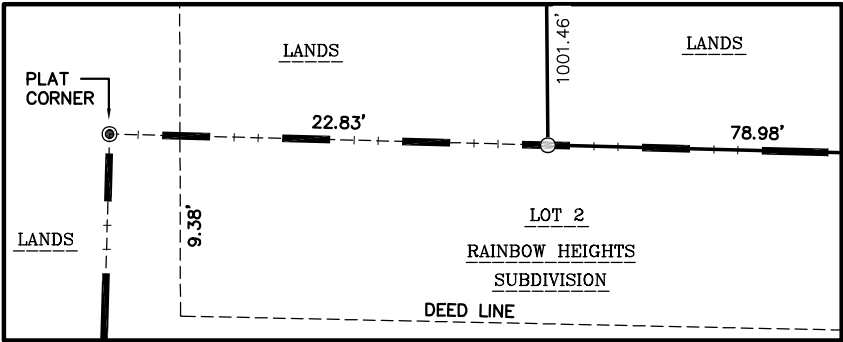
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OF THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 10 NORTH, RANGE 01 EAST,
TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN.

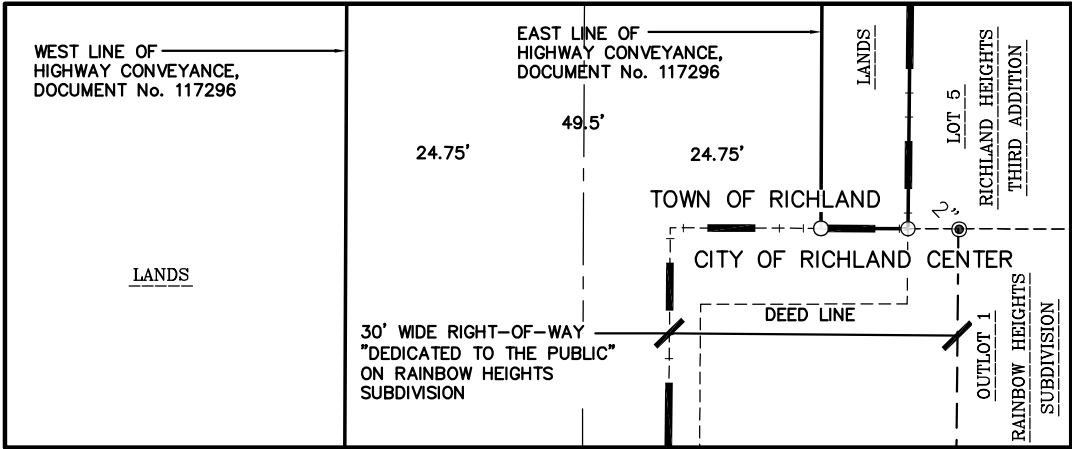
DETAILS



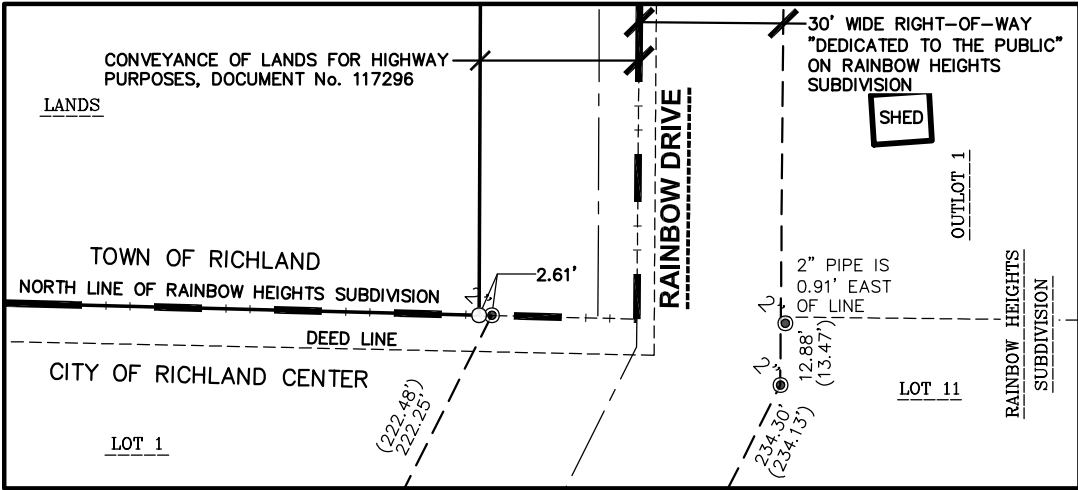
DETAIL 'A'
SCALE 1" = 20'



DETAIL 'B'
SCALE 1" = 20'



DETAIL 'C'
SCALE 1" = 20'



DETAIL 'D'
SCALE 1" = 40'

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JSD
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507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
RAINBOW DRIVE
RESIDENTIAL
DEVELOPMENT
807 FERN DRIVE
RICHLAND CENTER

PROJECT NO: 23-13703
FIELDBOOK/PG: -
SHEET NO: 4 OF 7

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DRAWN BY: JK

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER AND PART OF THE NORTHWEST QUARTER
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TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN.

PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER AND PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 10 NORTH, RANGE 01 EAST, TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN, DESCRIBED MORE PARTICULARLY AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SECTION 17, AFORESAID; THENCE S89°54'31"W, ALONG THE NORTH LINE OF SAID SECTION A DISTANCE OF 814.73 FEET TO THE NORTHERLY EXTENSION OF THE WEST LINE OF RICHLAND HEIGHTS THIRD ADDITION, RECORDED IN VOLUME 4 OF PLATS, ON PAGE 60, AS DOCUMENT No. 181764, ALSO BEING THE POINT OF BEGINNING; THENCE S00°36'38"W ALONG SAID EXTENSION AND THE WEST LINE, 826.18 FEET TO THE NORTH LINE OF RAINBOW HEIGHTS SUBDIVISION, RECORDED IN VOLUME FILED OF PLATS, ON PAGES 147B AND 148, AS DOCUMENT No. 229901; THENCE N89°49'22"W ALONG SAID LINE, 9.05 FEET TO THE EAST LINE OF HIGHWAY CONVEYANCE, DOCUMENT No. 117296; THENCE N00°14'19"E ALONG SAID LINE, 793.09 FEET TO THE NORTH LINE OF SAID HIGHWAY CONVEYANCE; THENCE N89°54'31"W ALONG SAID LINE, 49.50 FEET TO THE WEST LINE OF HIGHWAY CONVEYANCE, DOCUMENT No. 117296; THENCE S00°14'19"W ALONG SAID LINE, 1012.30 FEET TO THE NORTH LINE OF RAINBOW HEIGHTS, AFORESAID; THENCE N88°32'33"W ALONG SAID LINE, 401.01 FEET TO THE EAST LINE OF HIGHWAY CONVEYANCE, DOCUMENT No. 106465; THENCE N00°25'33"W ALONG SAID LINE, 1034.46 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 17, AFORESAID; THENCE N89°54'31"E ALONG SAID LINE, 476.83 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 434,435 SQUARE FEET OR 9.973 ACRES.


I, TODD J. BUHR, PROFESSIONAL LAND SURVEYOR S-2614, DO HEREBY CERTIFY THAT BY DIRECTION OF MICHEAL A. LAMONT, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON, AND THAT THE MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY OF THE LANDS SURVEYED AND THE DIVISION THEREOF, IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE CITY OF RICHLAND CENTER, RICHLAND COUNTY, WISCONSIN.



TODD J. BUHR, S-2614
PROFESSIONAL LAND SURVEYOR

DATE _____

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SURVEYED BY:  MADISON REGIONAL OFFICE 507 W. VERONA AVENUE, SUITE 500 VERONA, WISCONSIN 53593 P. 608.848.5060	SURVEYED FOR: RAINBOW DRIVE RESIDENTIAL DEVELOPMENT 807 FERN DRIVE RICHLAND CENTER	PROJECT NO: 23-13703	SURVEYED BY: <u>SMN</u>	VOL. _____ PAGE _____ DOC. NO. _____ C.S.M. NO. _____
		FIELDBOOK/PG: <u>-</u>	DRAWN BY: <u>JK</u>	
		SHEET NO: <u>5 OF 7</u>		

PRELIMINARY

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OF THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 10 NORTH, RANGE 01 EAST,
TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN.

OWNER’S CERTIFICATE

I, MICHAEL A. LAMONT, AS OWNER, DO HEREBY CERTIFY THAT I HAVEE CAUSED THE LAND DESCRIBED ON THIS
CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED HEREON. I
FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.34, WISCONSIN STATUTES TO BE
SUBMITTED TO THE CITY OF RICHLAND CENTER FOR APPROVAL.

MICHAEL A. LAMONT

STATE OF WISCONSIN) SS
RICHLAND COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2025,
THE ABOVE NAMED MICHAEL A. LAMONT, TO ME KNOWN TO BE THE PERSON WHO
EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, RICHLAND COUNTY, WISCONSIN MY COMMISSION EXPIRES _____

CONSENT OF CORPORATE MORTGAGEE

[_____] A CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE
STATE OF WISCONSIN, AS MORTGAGEE OF THE LANDS DESCRIBED HEREON, HEREBY CONSENTS TO THE SURVEYING,
DIVIDING, MAPPING AND RESTRICTING OF THE LANDS DESCRIBED IN THE AFFIDAVIT OF TODD J. BUHR, WISCONSIN
PROFESSIONAL LAND SURVEYOR, S-2614, AND DO HEREBY CONSENT TO THE ABOVE CERTIFICATE OF [_____] ,
OWNER.

WITNESS THE HAND AND SEAL OF [BANK NAME], MORTGAGEE, THIS ____ DAY OF _____, 2025.


[_____] VICE PRESIDENT

STATE OF WISCONSIN) SS
[_____] COUNTY) SS

PERSONALLY CAME BEFORE ME THIS ____ DAY OF _____, 2025,
THE ABOVE NAMED REPRESENTATIVES OF THE ABOVE NAMED [_____] , TO ME
KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND
ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, [_____] COUNTY, WISCONSIN MY COMMISSION EXPIRES _____



<div>SURVEYED BY:</div> <div></div> <div>MADISON REGIONAL OFFICE 507 W. VERONA AVENUE, SUITE 500 VERONA, WISCONSIN 53593 P. 608.848.5060</div>	<div>SURVEYED FOR:</div> <div>RAINBOW DRIVE RESIDENTIAL DEVELOPMENT 807 FERN DRIVE RICHLAND CENTER</div>	PROJECT NO:	23-13703	SURVEYED BY:	SMN
		FIELDBOOK/PG:	-	DRAWN BY:	JK
		SHEET NO:	6 OF 7		

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

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TOWN OF RICHLAND, RICHLAND COUNTY, WISCONSIN.

CITY OF RICHLAND CENTER PLAN COMMISSION APPROVAL

APPROVED FOR RECORDING PER CITY OF RICHLAND CENTER PLAN COMMISSION ACTION OF _____, 2025.

_____,
SECRETARY,
CITY OF RICHLAND CENTER PLAN COMMISSION

DATE

CITY OF RICHLAND CENTER COMMON COUNCIL APPROVAL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP, WHICH HAS BEEN DULY FILED FOR THE APPROVAL OF THE CITY OF
RICHLAND CENTER COMMON COUNCIL, BE AND THE SAME IS HEREBY APPROVED AND THE DEDICATIONS, IF ANY
DESIGNATED HEREON, ARE HEREBY ACKNOWLEDGED AND ACCEPTED BY THE CITY OF RICHLAND CENTER.


I HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE CITY OF
RICHLAND CENTER ON THIS _____ DAY OF _____, 2025.

AMANDA KELLER, CLERK
CITY OF RICHLAND CENTER



OFFICE OF THE REGISTER OF DEEDS	
_____ COUNTY, WISCONSIN	
RECEIVED FOR RECORD _____	
20__ AT _____ O'CLOCK __M	
AS DOCUMENT # _____	
IN VOL. _____ OF CERTIFIED	
SURVEY MAPS ON PAGE(S) _____	
REGISTER OF DEEDS	

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				FB/PG: -	DRAWN BY: JK
				SHEET NO: 7 OF 7	