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**Municipal Boundary Review**

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February 1, 2024

PETITION FILE NO. 14641

MEREDITH DEBRUIN, CLERK  
CITY OF SHEBOYGAN  
828 CENTER AVE  
SHEBOYGAN, WI 53081-4442

PEGGY FISCHER, CLERK  
TOWN OF SHEBOYGAN  
4020 TECHNOLOGY PARKWAY  
SHEBOYGAN, WI 53083-6001

Subject: VAN HORN PROPERTIES OF SHEBOYGAN LLC ANNEXATION

The proposed annexation submitted to our office on January 12, 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 Sheboygan, which is able to provide needed municipal services.

Note that a metes and bounds description of the territory to be annexed is not required; description by Certified Survey Map Lot and Map number, Volume, Page, Document number (and 1/4 section, section, town, range, county) is sufficient.

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 14641 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=2715>  
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner