

Report to the Manitowoc Plan Commission

Meeting Date: December 18, 2019

Request: PC 39-2019: Koenig; Petition for Direct Annexation from the Town of Manitowoc to the City of Manitowoc – 1803 Viebahn Street.

Existing Land Use for Subject Property: Single family residence

Existing Zoning for Subject Property: Currently the property is in the Town of Manitowoc and is zoned “RR” Rural Residential. The property owner submitted a petition for direct annexation into the City.

Surrounding Property Land Uses and Zoning

Direction	Existing Land Use	Existing Zoning
North, South, East, West	Residential	R-4 single & two family residential, R-3 single family

Comprehensive Plan: The Future Land Use map shows the property as “Planned Neighborhood”. The proposed R-4 Zoning District is consistent with the “Planned Neighborhood” land use category.

Report: Laura Koenig f.k.a. Laura Gamble, submitted a petition on November 12, 2019 for direct annexation into the City of Manitowoc from the Town of Manitowoc for her property located at 1803 Viebahn Street (tax parcel # 009-006-005-002.02). The property is 0.45 acres with a frontage of 66 feet along Viebahn Street and a depth of 330 feet.

The property owner’s septic system failed which is the reason for the annexation petition.

The property is currently assessed at \$118,800 (Improvement \$97,800, Land \$13,500). The annual taxes are \$1,778.43 with the Town of Manitowoc’s share being \$220.71. Pursuant to Statute the City must pay the Town the lost taxes for the next 5 years unless there is a boundary agreement between the Town and the City. The Town’s portion of the taxes are \$220.71 annually which equals \$1,103.55 over the 5 year period.

Unanimous or Direct annexations are governed by § 66.0217(2) which require that 100% of all land owners sign an annexation petition. The petition submitted is signed by all the property owners in the annexation area.

The subject area has a population of two and will become Ward 31 and be part of Aldermanic District #7.

Currently, the property is zoned “RR” Rural Residential under the County zoning ordinance; the proposed zoning City zoning designation is R-4 Single and Two Family residential. The current residential use will be a permitted use under the R-4 zoning classification.

Recommendation: Accept the annexation petition as presented and recommend a zoning classification of R-4 Single and Two Family Residential and require dedication of Viebahn Street.



LAWRENCE V. SALUTZ (1926-2016)
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TELEPHONE 920-682-4644
FACSIMILE 920-682-3205

DARRYL W. DEETS, OF COUNSEL

November 12, 2019



Ms. Deborah Neuser
City of Manitowoc
900 Quay Street
Manitowoc, WI 54220

Re: Petition for Direct Annexation By Laura A. Koenig
Town of Manitowoc to the City of Manitowoc

Dear Ms. Neuser:

Please be advised that the law offices of Salutz & Salutz LLP, by the undersigned, have been retained to represent Laura A. Koenig pertaining to the above-reference matter.

Enclosed please find a Petition for Direct Annexation together with a check in the amount of \$300.00 representing the filing fee. Please return a receipt for the same in the enclosed self-addressed, stamped envelope.

If you have any questions or concerns pertaining to this matter, do not hesitate to contact me.

Very truly yours,

SALUTZ & SALUTZ LLP

Mitchel L. Olson
Direct Line: (920) 482-1702

MLO:sml
Enclosures

PETITION FOR DIRECT ANNEXATION

1. The purpose of this petition is to request, pursuant to Wis. Stat. §66.0217(2), direct annexation to the City of Manitowoc from the Town of Manitowoc, the real estate described in the attached Exhibit A to this petition. Petitioners request the annexation in order to connect to and utilize the municipal utilities and facilities of the City of Manitowoc.

2. A scale map of the property described in Exhibit A, showing its boundaries and its current relationship to the City of Manitowoc and the Town of Manitowoc is attached hereto as Exhibit B.

3. The land to be annexed, described in Exhibit A, has a population of two (2).

4. The undersigned person, who represents all of the owners of the real property located within the proposed annexed property, described in Exhibit A, hereby petition to the City of Manitowoc for the direct annexation of all of the property described in Exhibit A.

5. The assessed value of the property is One Hundred Eighteen Thousand Eight Hundred and 00/100 Dollars (\$118,800.00) per the tax roll which is attached hereto as Exhibit C.

6. The address of the real estate described in Exhibit A is 1803 Viebahn Street, Manitowoc, Wisconsin, 54220. The owner of the real property is Laura A. Koenig f/k/a Laura A. Gamble.

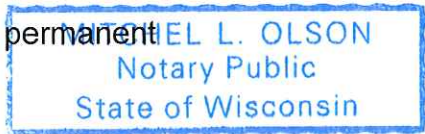
Dated this 11 day of November, 2019.

Laura Koenig
Laura A. Koenig f/k/a Laura A. Gamble

STATE OF WISCONSIN)
)SS
MANITOWOC COUNTY)

Personally came before me this 11 day of November, 2019, the above-named Laura A. Koenig f/k/a Laura A. Gamble, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Mitchel L. Olson
Mitchel L. Olson
My Commission is permanent



This document drafted by:
Salutz & Salutz LLP- Attorney Mitchel L. Olson
P.O. Box 187, 823 Marshall Street
Manitowoc, WI 54221-0187

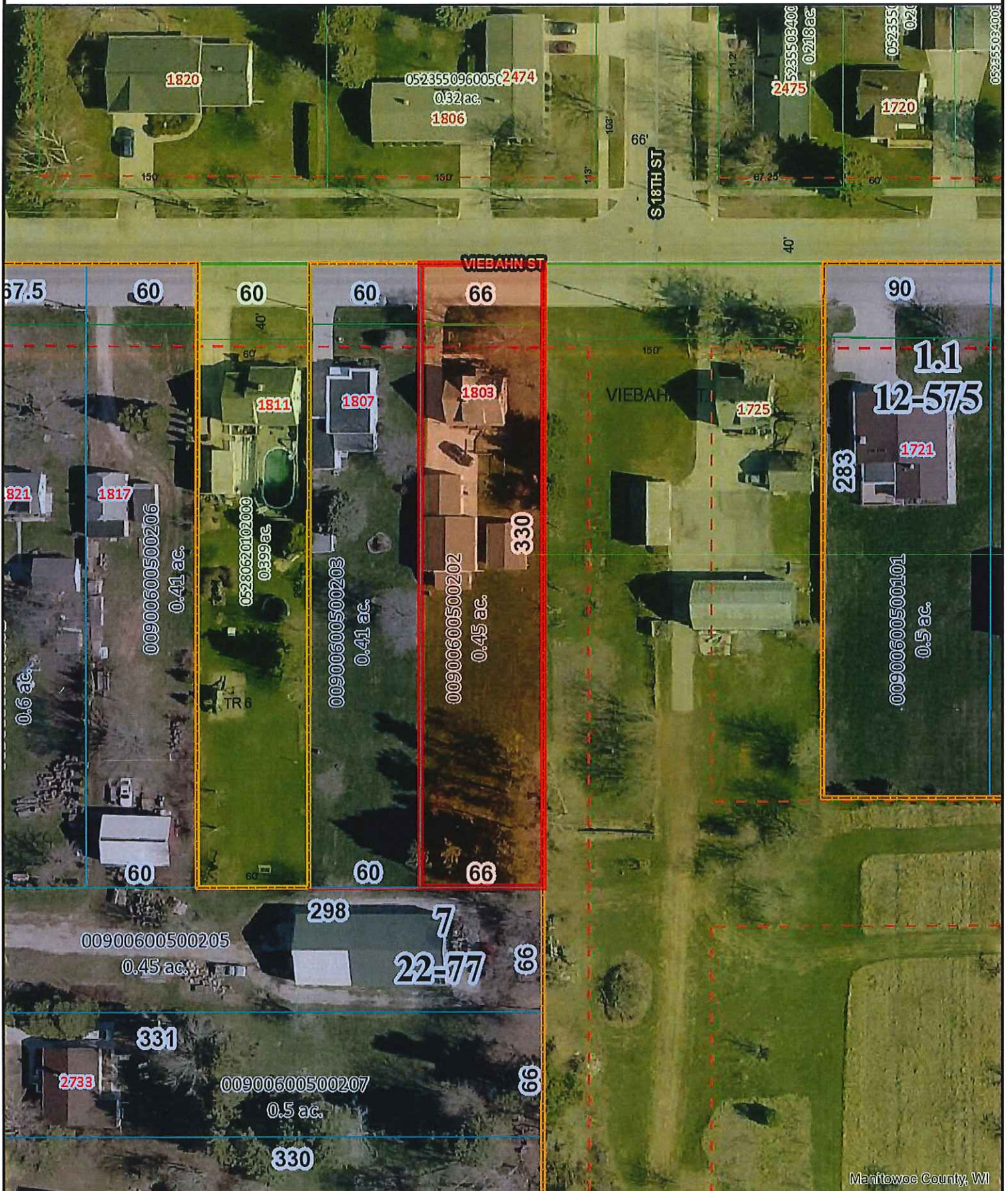
EXHIBIT A – LEGAL DESCRIPTION

The East Sixty-six (66) feet of the North Three Hundred Thirty (330) feet of the West One-half of the Northeast Quarter of the Northeast Quarter of the Northwest Quarter ($W\frac{1}{2}$ NE $\frac{1}{4}$ NW $\frac{1}{4}$) of Section Numbered Six (6), Township Numbered Eighteen (18) North, Range Numbered Twenty-four (24) East, EXCEPTING THEREFROM the North Thirty-three (33) feet thereof conveyed to Town of Manitowoc by Quit Claim Deed recorded in Volume 420 of Records, page 502, Doc. #440599, office of the Register of Deeds for Manitowoc County, Wisconsin.

Said tract contains approximately 0.45 acres (21,780 square feet).

EXHIBIT B -

Annexation of 1803 Viebahn Street



Manitowoc County, WI

Author: Attorney Mitchel L. Olson
Date Printed: 11/11/2019



- TOWN
- CITY
- SUBJECT PARCEL

120 FEET



Manitowoc County Tax Record

EXHIBIT C

Tax Detail For Parcel Number: 009-006-005-002.02

Location Information

Parcel Number 009-006-005-002.02
 Municipality TOWN OF MANITOWOC
 Owner(s) Name LAURA A GAMBLE

 Location Address 1803 VIEBAHN ST
 Mailing Address 1803 VIEBAHN ST

 City, State, Zip MANITOWOC WI 54220-0000

Assessment Information

Note: Fair Market Value is not shown for Agricultural Land because of Use Value Assessment per State law.

	2017	2018
Assessed Acres	.45	.45
Land value	\$13,500.00	\$13,500.00
Improvement Value	\$97,800.00	\$97,800.00
Total Value	\$111,300.00	\$111,300.00
Fair Market Value	\$113,500.00	\$118,800.00
Fair Market Ratio	0.9811	0.9371

Property Description

(As of last tax bill issued)
 Please refer to original source document for actual legal description
 Legal Description
 1376-115 E 66' OF N330' OF W1/2 NE1/4 NE1/4 NW1/4 EX V420 P502 FOR HWY S.6 T.18 R.24

 Section, Town, Range 6 , 18 , 24
 Total Acres .45
 Volume 1376
 Page 115
 Document Number

Tax Information

	2017	2018
Original Tax	\$1,672.39	\$1,725.06
Lottery Credit	\$95.65	\$134.35
Net Tax	\$1,576.74	\$1,590.71
Special Assessments	\$184.57	\$187.72
Total Amount Due	\$1,761.31	\$1,778.43
Installment 1	\$925.12	\$915.90
Installment 2	\$836.19	\$862.53
Total Payments	\$1,761.31	\$1,778.43
Balance Due...	\$0.00	\$0.00

*Green = postponed | *Red = delinquent (subject to interest)
 Please refer to Taxes Due table for payoff amounts

Tax District Information

School District MANITOWOC SCHOOL DISTRICT Vocational School District LTC

Tax Payments

Tax Year	Payment Date	Payment Amount	Interest	Receipt Number
2018	7/30/2019	\$862.53	\$0.00	286482
2018	1/31/2019	\$915.90	\$0.00	818
2018	12/1/2018	\$134.35	\$0.00	0
2017	7/31/2018	\$836.19	\$0.00	277228
2017	1/26/2018	\$925.12	\$0.00	720
2017	12/1/2017	\$95.65	\$0.00	0



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DARRYL W. DEETS, OF COUNSEL

November 12, 2019

WI Department of Administration
Municipal Boundary Review
101 E. Wilson Street, 9th Floor
Madison, WI 53703

Re: Petition for Direct Annexation By Laura A. Koenig
Town of Manitowoc to the City of Manitowoc

Dear Sir/Madam:

Enclosed is our Request for Annexation Review together with our check in the amount of \$400.00 payable to the Wisconsin Department of Administration representing the review fee. By copy of this letter, I am serving the original Petition for Direct Annexation on the City of Manitowoc.

If you have any questions or concerns pertaining to this matter, please do not hesitate to contact me. Thank you for your attention to this matter.

Very truly yours,

SALUTZ & SALUTZ LLP

Mitchel L. Olson
Direct Line: (920) 482-1702

MLO:sml
Enclosures
Cc: ✓ Ms. Deborah Neuser, City Clerk
Ms. Laura A. Koenig

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

Petitioner Information

Name: **LAURA A. KOENIG F/K/A LAURA A. GAMBLE**

Address: **1803 VIEBAHN STREET**

MANITOWOC, WI 54220

Email: **MOLSON@SALUTZLAW.COM**

Office use only:

Petitioners phone:

Town clerk's phone:
920.901.5072

City/Village clerk's phone:
920.686.6950

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

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

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

4. Population of the territory to be annexed: **2**

5. Area (in acres) of the territory to be annexed: **.45**

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **9-006-005-002.02**

Contact Information if different than petitioner:

Representative's Name and Address:
ATTORNEY MITCHEL L. OLSON

SALUTZ & SALUTZ, LLP

P.O. BOX 187, 823 MARSHALL STREET

MANITOWOC, WI 54220

Phone: **920.682.4644**

E-mail: **MOLSON@SALUTZLAW.COM**

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: _____

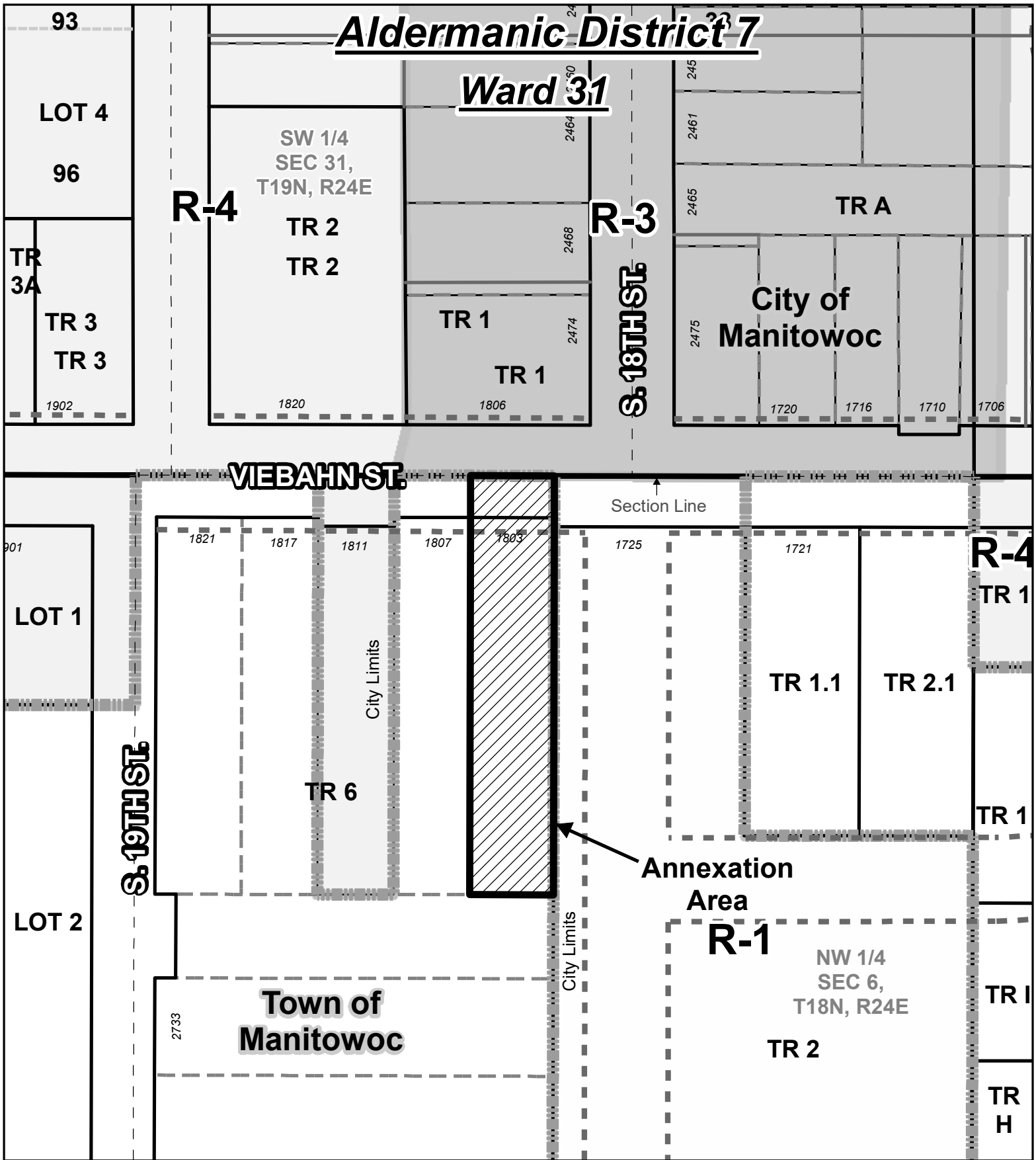
Payee: _____ Check Number: _____

Check Date: _____

Amount: _____

Aldermanic District 7

Ward 31



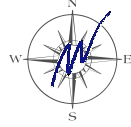
1803 Viebahn St. Annexation Map

City of Manitowoc, WI

Ward 31

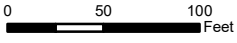
Population: 2

PC 39-2019 Annexation;
1803 Viebahn St.



DISCLAIMER: Maps and associated data are believed to be accurate, but are not warranted. This information is not intended for legal, survey, or other related uses. Please obtain the original recorded documents for legal or survey information.

Prepared by City of Manitowoc
Community Development Department
www.manitowoc.org
Map Plotted: 12/4/2019



	Annexation Area
	Official Map Street
	Corporate Limits