



CITY OF MENASHA • Community Development Department  
100 Main Street, Suite 200 • Phone (920) 967-3650 • website: <http://www.menashawi.gov>

## PROPERTY LINES

### How do I find my property line?

**Official Lot Survey.** The best and most accurate way to identify your property lines is to hire a licensed land surveyor to do a plat of survey or certified survey map (CSM). Surveyors are licensed by the State of Wisconsin and can be found by searching "Surveyors-Land".

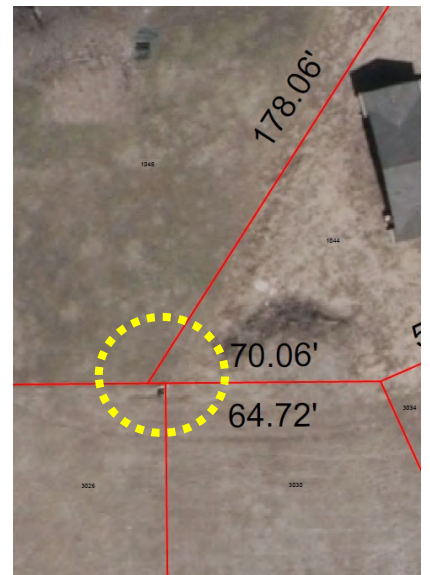
**Locate Your Property Stakes.\*** When lots are created, metal property stakes are placed at the corners of the lot. Alternative names for these official property stakes include property irons and pins.

- How do I know where to look for my property stakes? The easiest way to know where to begin looking for your property stakes is to get a map of your property from your County's Mapping Website. Please see the section below on Winnebago and Calumet County Mapping websites.
- What if the stakes are not visible? When installed, property stakes are placed flush with ground if practicable, per WI statute 236.15. Over time they often become buried due to landscaping, paving, or grading changes. Borrowing or renting a metal detector can be helpful in finding buried property irons.
- **\*Disclaimer:** Finding the property irons is **not a guarantee** that you have located your property lines, especially in older neighborhoods. Sometimes survey stakes have been moved or removed. Other times, you may think you have located the iron that reflects the corner of your lot, while in fact you have located the stakes for rear yard neighbor's property (see Figure 2 for an illustration). In other instances, small strips of property may have been transferred between abutting lots via legal instruments that do not require the placement of new property irons. In these cases the new lot lines may not even be reflected in your county's mapping system.
- What if I can't find my property stakes and am unable or unwilling to hire a surveyor? The property owner is responsible for preserving and/or documenting the location of their property stakes. Maps and aerial photos are available at City Hall that may be useful to residents who wish to attempt to locate their own stakes. Ultimately it may be necessary to hire a licensed Surveyor to legally re-establish the location of property lines.

**FIGURE 1: WHAT DOES A PROPERTY STAKE LOOK LIKE IN THE GROUND?**



**FIGURE 2: REAR PROPERTY STAKES MAY BE CLOSE TOGETHER; MAKE SURE YOU HAVE THE CORRECT STAKE IDENTIFIED**



### **Penalty for disturbing property monuments (property stakes).**

Per WI Statue 236.32, any person who knowingly removes or disturbs any such monument without the permission of the governing body of the municipality or county in which the subdivision is located or fails to report such disturbance or removal to it, may be fined not more than \$250 or imprisoned not more than one year in county jail. The city does not enforce the state statute as this would be civil matter.

### **Can the City locate my property lines for me?**

No, the City of Menasha does not have available certified staff to locate property lines.

### **Will the City resolve a property line dispute between neighbors?**

Property line disputes are private, civil matters. The city does not get involved in resolving property line disputes.

### **How do I get a map of my property?**

**County Mapping Websites.** The easiest and most efficient way to find information on your property is to utilize Winnebago and Calumet County's digital mapping systems. These websites are fully functioning Geographic Information Systems (GIS) that contain various types of property related information, including lot lines.

**Winnebago County GIS**      <https://wcfgis3.co.winnebago.wi.us/parcelviewer/>  
**Calumet County GIS**      <https://calumetcowi.wgxtreme.com/>

**Subdivision Plat Maps.** The city retains paper copies of all subdivision plats within the City of Menasha. These can be made available upon request for viewing in the Community Development Department. In many cases, the County web-based mapping is more current, as it reflects lot-line changes that may have occurred to property lines after the initial subdivision was platted. The county website also contains information on properties that may not be part of a legally platted subdivision.

### **Disclaimer**

This information is only a general guide to help you locate your property lines. While we have made an attempt to answer the questions most often asked of this department, your situation may not be included. For more complicated situations not addressed in this factsheet, such as easements and floodplain, feel free to contact the Community Development department to discuss your project.

### **Recommended Actions**

**Call Diggers Hotline.** Please remember that there may be underground electric, phone or cable T.V. wires buried on your property in easements that are generally 5' or 6' wide on your side and rear lot lines. Please call the Digger's Hotline before you do any digging on your property.



**[DIGGERS HOTLINE: 811 or \(800\) 242-8511](tel:811)**      **[www.diggershotline.com](http://www.diggershotline.com)**