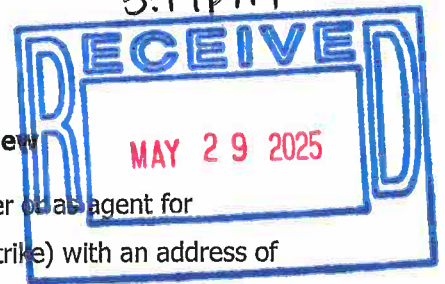


CITY OF WAUKESHA  
2025 ASSESSMENT YEAR



Notice of Intent to File Objection with Board of Review

I, Alan Huebman/Mark Rollinger (insert name) as the property owner or as agent for  
Hickory Prairieville LP (insert property owner's name or strike) with an address of  
235 W. Broadway, Waukesha hereby give notice of intent to file an  
objection on the assessment for the following property: 272 W. Main St. Unit 1  
(insert address of subject property) with the parcel or tax ID number WAKC 1305.338.001 for the 2016  
Assessment Year in the City of Waukesha.

Contact Information: Phone Number 262 510-7560 Fax Number \_\_\_\_\_

THIS NOTICE OF INTENT IS BEING FILED: (please mark one)

- ☒ At least 48 hours before the Board's first scheduled meeting  
☐ During the first two hours of the Board's first scheduled meeting (please complete Section A)  
☐ Up to the end of the fifth day of the session or up to the end of the final day of the session if the session is less than five days (please complete Section B)

FILING OF THIS FORM DOES NOT RELIEVE THE OBJECTOR OF THE REQUIREMENT OF TIMELY FILING A FULLY COMPLETED WRITTEN OBJECTION ON THE PROPER FORM WITH THE CLERK OF THE BOARD OF REVIEW.

Alan Huebman (signed) if WRITTEN Received by: \_\_\_\_\_  
5/29/25 (date) Check here if ORAL \_\_\_\_ On (date): \_\_\_\_\_

**Section A:** The Board of Review shall grant a waiver of the 48-hour notice of an intent to file a written or oral objection if a property owner who does not meet the notice requirement appears before the Board during the first two hours of the meeting, SHOWS GOOD CAUSE FOR FAILURE TO MEET THE 48-HOUR NOTICE REQUIREMENT AND FILES A WRITTEN OBJECTION. My good cause is as follows:

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**Section B:** The Board of Review may waive all notice requirements and hear the objection even if property owner fails to provide written or oral notice of an intent to object 48 hours before the first scheduled meeting, and fails to request a waiver of the notice requirement during the first two hours of the meeting, if the property owner appears before the Board at any time up to the end of the fifth day of the session or up to the end of the final day of the session if the session is less than five days, and FILES A WRITTEN OBJECTION AND PROVIDES EVIDENCE OF EXTRAORDINARY CIRCUMSTANCES. Proof of my extraordinary circumstances is as follows:

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**A WRITTEN OBJECTION ON THE PROPER FORM MUST BE PROPERLY FILED WITH THE CLERK OF THE BOARD OF REVIEW NO LATER THAN WEDNESDAY JUNE 4, 2025 AT 9:00AM.**

## Objection to Real Property Assessment

To file an appeal on your property assessment, you must provide the Board of Review (BOR) clerk written or oral notice of your intent, under state law (sec. 70.47(7)(a), Wis. Stats.). You must also complete this entire form and submit it to your municipal clerk. To review the best evidence of property value, see the Wisconsin Department Revenue's [Guide for Property Owners](#).

Complete all sections:

Section 1: Property Owner / Agent Information				* If agent, submit written <a href="#">authorization (Form PA-105)</a> with this form			
Property owner name (on changed assessment notice) <i>Historic Prairieville LP</i>				Agent name (if applicable)			
Owner mailing address <i>235 W Broadway</i>				Agent mailing address			
City <i>Waukesha</i>		State <i>WI</i>	Zip <i>53186</i>	City		State	Zip
Owner phone <i>(262) 510-7560</i>		Email <i>alan@bergmanagement.com</i>		Owner phone ( ) -		Email	
Section 2: Assessment Information and Opinion of Value							
Property address <i>272 W Main St. Unit 1</i>				Legal description or parcel no. (on changed assessment notice) <i>1305.338.001</i>			
City <i>Waukesha</i>		State <i>WI</i>	Zip <i>53186</i>				
Assessment shown on notice - Total <i>\$1,285,900.00</i>				Your opinion of assessed value - Total <i>\$599,924.85</i>			

If this property contains non-market value class acreage, provide your opinion of the taxable value breakdown:

Statutory Class	Acres	\$ Per Acre	Full Taxable Value
Residential total market value			
Commercial total market value			
Agricultural classification: # of tillable acres	@	\$ acre use value	
# of pasture acres	@	\$ acre use value	
# of specialty acres	@	\$ acre use value	
Undeveloped classification # of acres	@	\$ acre @ 50% of market value	
Agricultural forest classification # of acres	@	\$ acre @ 50% of market value	
Forest classification # of acres	@	\$ acre @ market value	
Class 7 "Other" total market value		market value	
Managed forest land acres	@	\$ acre @ 50% of market value	
Managed forest land acres	@	\$ acre @ market value	

Section 3: Reason for Objection and Basis of Estimate	
Reason(s) for your objection: (Attach additional sheets if needed) <i>Unit 1 is 2 store fronts. Income based analysis shows lower value</i>	Basis for your opinion of assessed value: (Attach additional sheets if needed) <i>see attached</i>

Section 4: Other Property Information	
A. Within the last 10 years, did you acquire the property?..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, provide acquisition price \$ _____ Date _____ <input type="checkbox"/> Purchase <input type="checkbox"/> Trade <input type="checkbox"/> Gift <input type="checkbox"/> Inheritance (mm-dd-yyyy)	
B. Within the last 10 years, did you change this property (ex: remodel, addition)?..... <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe <i>Pan's Kitchen build out</i> Date of changes _____ Cost of changes \$ _____ Does this cost include the value of all labor (including your own)? <input type="checkbox"/> Yes <input type="checkbox"/> No (mm-dd-yyyy)	
C. Within the last five years, was this property listed/offered for sale? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, how long was the property listed (provide dates) _____ to _____ (mm-dd-yyyy) (mm-dd-yyyy) Asking price \$ _____ List all offers received _____	
D. Within the last five years, was this property appraised? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, provide: Date _____ Value _____ Purpose of appraisal _____ (mm-dd-yyyy) If this property had more than one appraisal, provide the requested information for each appraisal. _____	

Section 5: BOR Hearing Information	
A. If you are requesting that a BOR member(s) be removed from your hearing, provide the name(s): _____ <b>Note:</b> This does not apply in first or second class cities.	
B. Provide a reasonable estimate of the amount of time you need at the hearing <u>15</u> minutes.	

Property owner or Agent signature <i>Alan Hurlman</i>	Date (mm-dd-yyyy) <i>05-29-2025</i>
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**2025 NOTICE OF CHANGED ASSESSMENT****THIS IS NOT A TAX BILL**

Under state law (Sec. 70.365, Wis. Stats.), your property assessment for the current year is listed below.



\*\*\*\*\*AUTO\*\*5-DIGIT 53186 225 T1 P1  
 HISTORIC PRAIRIEVILLE LP  
 235 W BROADWAY  
 WAUKESHA WI 53186-4832

**Parcel Number:** 1305.338.001

**Property Address:** 272 W MAIN ST, UNIT 1

**Legal Description:**

UNIT 1 SPRING CITY LOFTS CONDO (DOC NO 3235295)  
 PT NE1/4 SEC 3 T6N R19E DOC NO 2601829 & DOC NO 2609268

<b>Previous Value:</b>	Land: \$219,000 Buildings: \$482,500	Total: \$701,500
<b>Current Value:</b>	Land: \$219,000 Buildings: \$1,066,900	Total: \$1,285,900
<b>Total Difference (Previous to Current):</b>	\$584,400	
<b>Reason for Valuation Change:</b>	2025 Citywide Revaluation	
<b>Preliminary Assessment Ratio:</b>	100.00 %	

**Open Book:** April 28, 2025—May 16, 2025

**Board of Review:** Friday, June 6, 2025 @ 9.00a

**BOR Location:** Waukesha City Hall

201 Delafield St, Council Chambers

*See Reverse Side for Open Book and Board of Review information*

**Assessment Information**

State law (sec. 70.32, Wis. Stats.) requires the assessment of taxable property (except agricultural, agricultural forest, and undeveloped) at full value as of January 1 each year. Assessments at a percentage of full value are acceptable when applied uniformly. To determine if your assessment is fair, you must analyze it in relation to full value. This is done by dividing your assessment by the general level of assessment for your municipality.

Under Wisconsin law, generally, the assessor may not change the assessment of a property based solely on the recent arm's length sale of the property without adjusting the assessed value of comparable properties in the same market area. For information on the assessment of properties that have recently sold, visit the Internet site of the Department of Revenue at <https://www.revenue.wi.gov/Pages/ERETR/data-home.aspx>.

**To Appeal Your Assessment**

**First, discuss with your local assessor during Open Book** – questions can often be answered by the assessor during Open Book and not require an appeal to Board of Review (BOR).

**To file a formal appeal** – give notice of your intent to appeal by contacting the BOR clerk at least 48 hours before the BOR begins.

Complete and file your appeal form with the BOR clerk no later than the first two hours of the BOR's first meeting. Make sure you file a completed form or the BOR may not review your appeal.

**For more information on the formal appeal process:**

- Contact your municipal clerk listed below.
- Review the "Guide for Property Owners" (<https://www.revenue.wi.gov/Pages/HTML/govpub.aspx>). Contact the DOR for a paper copy at [bapdor@wisconsin.gov](mailto:bapdor@wisconsin.gov) or (608) 266-7750.

**Contact Information**

**Accurate Assessor:** Lori Sacco • [AAssessor@waukesha-wi.gov](mailto:AAssessor@waukesha-wi.gov) • (920) 716-9227

**City Clerk/Treasurer:** Katie Panella • [clerktreas@waukesha-wi.gov](mailto:clerktreas@waukesha-wi.gov) • (262) 524-3550



# Agent Authorization

## for Property Assessment Appeals

If an agent is representing the property owner or municipality, the property owner or municipality must provide prior written authorization for the agent to represent the company or municipality when contacting the reviewing authority.

### Section 1: Property Owner and Property Information

Company/property owner name <i>Alan Huebman ADH Properties</i>			Taxation district (Check one) <input type="checkbox"/> Town <input type="checkbox"/> Village <input checked="" type="checkbox"/> City		County	
Mailing address <i>235 W. Broadway</i>			Enter municipality → <i>Waukegan</i>			
Street address of property <i>210 E North St.</i>						
City <i>Waukegan</i>	State <i>WI</i>	Zip <i>53186</i>	City <i>Waukegan</i>	State <i>WI</i>	Zip <i>53186</i>	
Parcel number <i>1305 455 000</i>		Phone <i>(262) 510-7560</i>	Email <i>alan@bergmanagement.com</i>		Fax ( ) -	

### Section 2: Authorized Agent Information

Name / title <i>Mark Rollinger Project Manager</i>			Company name <i>Berg Management</i>			
Mailing address <i>235 W. Broadway</i>			Phone <i>(414) 839-1718</i>		Fax ( ) -	
City <i>Waukegan</i>	State <i>WI</i>	Zip <i>53186</i>	Email <i>mark@bergmanagement.com</i>			

### Section 3: Agent Authorization

<b>Agent Authorized for: (check all that apply)</b> <input type="checkbox"/> Manufacturing property assessment appeals (BOA) <input type="checkbox"/> Wisconsin Department of Revenue 70.85 appeals <input checked="" type="checkbox"/> Municipal Board of Review <input type="checkbox"/> Other _____	<b>Enter Tax Years of Authorization</b> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="border-bottom: 1px solid black; width: 100%; text-align: center;"><i>2025</i></div> <div style="border-bottom: 1px solid black; width: 100%;"></div>
<b>Authorization expires:</b> <u><i>07-01-2025</i></u> (unless rescinded in writing prior to expiration) <small>(mm-dd-yyyy)</small>	
<b>Send notices and other written communications to: (check one or both)</b> <input checked="" type="checkbox"/> Authorized Agent <input checked="" type="checkbox"/> Property Owner	

### Section 4: Agreement/Acceptance

<b>I understand, agree and accept:</b> <ul style="list-style-type: none"> <li>The assessor's office may divulge any information it may have on file concerning this property</li> <li>My agent has the authority and my permission to accept a subpoena concerning this property on my behalf</li> <li>I will provide all information I have that will assist in the discussion and resolution of any assessment appeal of this property</li> <li>Signing this document does not relieve me of personal responsibility for timely reporting changes to my property and paying taxes, or penalties for failure to do so, as provided under Wisconsin tax law</li> <li>A photocopy and/or faxed copy of this completed form has the same authority as a signed original</li> <li>If signed by a corporate officer, partner, or fiduciary on behalf of the owner, I certify that I have the power to execute this Agent Authorization form</li> </ul>
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### Section 5: Owner Grants Authorization

<b>Owner Sign Here</b>	Owner name (please print) <i>Alan Huebman</i>	<b>Date (mm-dd-yyyy)</b> <i>05-29-2025</i>
	Owner signature <i>Alan Huebman</i>	
	Company or title <i>ADH Properties</i>	