

Notice and Agenda
Hartford City Plan Commission
Common Council Chambers
Lower-Level City Hall - 109 North Main Street

Date: February 9, 2026

Time: 6:00pm

-
1. Call to Order
 2. Minutes for December 8, 2025
 3. Appearances
 4. Public Hearing for a Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District.
 - (a) Opening of Hearing
 - (b) Reading of Public Notice
 - (c) Staff Review: Proposed Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District.
 - (d) Appearances in Favor
 - (e) Appearances in Opposition
 - (f) Closing of Hearing
 - (g) Discussion by Plan Commission
 - (h) Official Action Regarding Proposed Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District.
 5. Planner's Report: New Housing Fee Report Under Wis. Stat. §66.10014.
 6. Adjournment

“Persons with disabilities requiring special accommodations for attendance at the meeting should contact City Clerk at least one (1) business day prior to the meeting.”

“Members of the Common Council may attend the above meeting. Pursuant to State ex. rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N W 2d 408 (1993) such attendance may be considered a meeting of the Common Council. This notice is given so that members of the Common Council may attend the meeting without violating the open meeting law.”

PLAN COMMISSION

City of Hartford, Wisconsin

December 8, 2025

ATTENDANCE: (P) – present; (A/E) – absent/excused; A – (absent)

Chairperson Dennis J. Regan: P

Vice-Chairperson Tony Andereck: A

Aldersperson Liaison Jeff Turchi: P

Member Dave Piquett: P

Member Scott Roethke: A

Member Ralph Kuepper: A/E

Member Scott Henke: P

Alternate Robert Jewell: N/A

Alternate Dean Kirley: N/A

Members present: 4 Members absent: 2 Quorum (4 members): Y

ALSO PRESENT: City Planner Jacob Maas

Call to Order: Chairperson Regan called the meeting to order at 6:07 p.m.

Minutes: Minutes of November 10, 2025, were reviewed. Motion by Piquett, seconded by Henke to approve minutes. Motion carried.

Appearances: Widdy Gentil, Home Path Financial of Brookfield, expressed support for annexation of parcels T6_03100Y and T6_030500Z.

Josh Kleppe, 526 Yosemite Ave, expressed support of the CUP at 757 W. State Street.

Jay Schnorenberg, 757 W. State Street, expressed support for the CUP at 757 W. State Street.

Dawn D., expressed support for agenda item six.

Take from the Table for Discussion & Consideration of an Extraterritorial Certified Survey Map for W351 Illinois Rd. (Tax Keys: 020-1117-2521-000, 020-1117-2531-000, 020-1117-2534-000) in the Town Herman.

Chairperson Regan took the item from the table.

Mr. Maas reviewed the executive summary providing the following staff comments:

Staff Comments:

- The right-of-way dedications:
 - C.T.H. S (Major Collector) currently states “66’ road easement”
 - The easement is 33 feet from C.T.H. S’s centerline.
 - Illinois Road (Minor Collector) currently states “66’ road easement”
 - The easement is 33 feet from Illinois Road’s centerline.
 - Under the City’s Subdivision Code, Section § 12.0203(a) it states:

Streets, Highways and Drainageways. Whenever a tract of land to be divided within either the City or its plat approval jurisdiction encompasses all or any part of an arterial or collector street, drainageway which has been designated on a City, County, or regional comprehensive plan or comprehensive plan component adopted by the City, said public way shall be made a part of the plat and dedicated or reserved by the subdivider in the locations and dimensions indicated on said plan or map and as set forth in Section 12.0700 of this Chapter.

- The City suggests that the property owner dedicate 33 feet from the centerline of both Illinois Road and C.T.H. S for future right-of-way use.
 - Under the current easement, the property owner is paying property tax on County and Town Trunk Highway lands (in essence, public land).

Mr. Maas has discussed the request to dedicate 33 feet from the centerline of both Illinois Road and C.T.H S for future right-of-way use with City Council; Council has noted owners may not be forced to dedicate and may only suggest this. Property owners are paying taxes on this easement, essentially paying taxes on public right-of-way without dedication. It is up to the property owners to select an option.

- Floodplains/Wetlands
 - The proposed lot does not contain floodplains.
 - Wetlands should also be mapped on Sheet 1 of 4 for Lot 1. Applicant has now completed with revised CSM and should read “Wetland boundaries should be maintained for Lot 1 of Sheet 1 of 4”.

Henke motioned approve recommendation to the City of Hartford Common Council the Extraterritorial Certified Survey Map for W351 Illinois Rd. (Tax Keys: 020-1117-2521-000, 020-1117-2531-000, 020-1117-2534-000) in the Town Herman with the noted language changes; Turchi seconded; motion carried in unanimous voice vote.

Discussion & Consideration of a Petition for Direct Annexation by Unanimous Consent Submitted by Home Path Financial LTD Partnership for approximately 9.024 acres and 11.788 acres, parcels T6 03100Y and T6 030500Z, located north of Cricket Drive, in the Town of Hartford.

Mr. Maas noted comments from residents from the previously held Joint Planning Committee meeting regarding development completed prior to receiving a Washington County Shoreland. Mr. Maas spoke indicated Washington County noted while the developers were in violation, by the time action would be taken, the property would be annexed into the City and the item would be moot. The City does not have a Shoreland Zoning permit; City ordinance will require a 75 foot setback from the ordinary high water mark for this portion of the plat. Mr. Maas reviewed executive summary providing the following analysis:

Configuration: The petitioned area, as legally described, is contiguous to the City of Hartford on the West side.

Petition Accuracy: The petition and legal description do not appear to have any discrepancies.

Status of Public Improvements: Sewer, water, and electric services will be available to the petitioned area.

Valuation Impact: T6-030500Z has an assessed value of \$7,200 in 2025. T6-031000Y has an assessed value of \$5,800 in 2025. Pursuant to State Statutes, the City would be required to pay the Town of Hartford's Town taxes on T6-030500Z and T6-031000Y for five (5) years (approximately \$10.27 for T6-030500Z per year and \$8.58 for T6-031000Y per year).

Need: The proposed annexation would allow the property owners to develop the Fairway Meadow Subdivision

School Service Impact: The annexation will allow for the development of approximately 10 single-family lots. Which would provide the school district with an additional 18 children.

Other Service Costs: The annexation would have minimal impact on Protective Services (police, fire, EMS), as it is already covered by the City's protective services.

Consistency of Land Use and Zoning: The City of Hartford Comprehensive Plan's future land use map depicts the future land use of Low Density Residential.

As per the Code, annexed areas are assigned temporary zoning. If no specific zoning is requested, A-1 Agriculture zoning is assigned. To match the existing zoning of the adjacent parcels located within the corporate limits of the City, the parcels shall be zoned R-2, Low Density Mixed Residential.

Relation to Sanitary Sewer Service Boundary: The subject property lies within the City of Hartford's adopted 20-year sanitary sewer service boundary.

STAFF RECOMMENDATION: Staff recommends **APPROVAL** of the petition for Direct Annexation by Unanimous Consent submitted by Home Path Financial Limited Partnership for approximately **11.788 acres located at Tax Keys: T6-030500Z and T6-031000Y** in the Town of Hartford.

Turchi motioned to approve recommendation to the City of Hartford Common Council for a Petition for Direct Annexation by Unanimous Consent Submitted by Home Path Financial LTD Partnership for approximately 9.024 acres and 11.788 acres, parcels T6_03100Y and T6_030500Z, located north of Cricket Drive, in the Town of Hartford; Piquett seconded; motion carried in unanimous voice vote.

Discussion & Consideration of an Extraterritorial Certified Survey Map for Rolling Hills Drive. (Tax Keys: 038-1017-1433-006 and 038-1014-1433-0007) in the Town of Rubicon.

Mr. Maas reviewed the executive summary noting the following comments and recommendations:

Staff Comments:

- The proposed Certified Survey Maps meet the Extraterritorial Zoning Ordinance requirements for the C-2, Extensive Commercial Zoning District.

Table of Dimensional Standards

	R-1	R-2	C-1	C-2	I-2	A-2	Inst-1
Minimum Lot Area (sq. ft)							
-Not served by public sewer	65,340	65,340	65,340	65,340	65,340	65,340	65,340
-Served by public sewer	18,000	18,000	18,000	18,000	18,000	18,000	18,000
Maximum Residential Lot Area (sq. ft)*	None	None	None	None	-	-	-
Minimum Lot Width (feet)							
-Not served by public sewer	150	150	150	150	150	150	150
-Served by public sewer	90	90	90	90	90	90	90
Minimum Setbacks (feet)**	See Right-of-Way Setback Table						
-Street							
-Side	10	10	10	10	10	10	10
-Rear	25	25	25	25	25	25	25
Maximum Height (feet)	40	40	65	65	65	40	65
Maximum Lot Coverage	20%	20%	70%	50%	50%	10%	50%

*Note: In the A-2 District, no more than 87,120 square feet of a lot can be used for residential purposes.

**Note: Livestock Barns must be setback at least 100 feet from any residential structure.

Recommendation: The Planning Staff recommends **APPROVAL** of the Certified Survey Map for Tax Keys: 038-1017-1433-006 and 038-1014-1433-007, Town of Rubicon, Dodge County, with the following conditions:

1. Amend Sheet 2, City of Hartford Common Council Extrajurisdictional Approval Signature line to:
 - a. Dennis J. Regan, Mayor

Turchi motioned to approve recommendation to the City of Hartford Common Council of an Extraterritorial Certified Survey Map for Rolling Hills Drive. (Tax Keys: 038-1017-1433-006 and 038-1014-1433-0007) in the Town of Rubicon with the noted condition; Piquett seconded; motion carried in unanimous voice vote.

Public Hearing for a Conditional Use Permit to allow for the operation of an Instructional Studio at 757 W. State Street., a parcel zoned M-1 Light Industrial District (Tax Key: 36-1703-002-002).

- a) Opening of Hearing: Regan opened the hearing.
- b) Reading of Public Notice: Mr. Maas read the Public Notice.
- c) Staff Review: Conditional Use Permit to allow for the operation of an Instructional Studio at 757 W. State Street., a parcel zoned M-1 Light Industrial District (Tax Key: 36-1703-002-002). Mr. Maas reviewed the executive summary as presented and included the following conditions for approval:
 - i) Parking
 - (1) Vehicle Parking: 1 space for each student during the largest period of attendance; plus 1 space for each employee on the largest work shift.
 - (2) Bicycle Parking: Recommended - 9 percent of required vehicle parking spaces, but not less than 6.

- (3) Merchandise Loading: 1 small berth required for 6,000 to 12,499 square feet; 2 small berths for 12,500 to 24,999 square feet; 1 large berth for 25,000 to 39,999 square feet; 2 large berths for 40,000 to 99,999 square feet; 2 large berths plus 1 large berth for each additional 80,000 square feet over 100,000 square feet for more than 100,000 square feet (see § 52.2413 for more on size requirements for small and large berths).
- ii) The property requires inspection by the City's Fire Inspector and Building Inspector for compliance with the existing and proposed land uses.
 - d) Appearances in Favor: No appearances in favor.
 - e) Appearances in Opposition: No appearances in opposition.
 - f) Closing of Hearing: Regan closed the hearing.
 - g) Discussion by Plan Commission: Henke inquired if instructional included mostly drop off and what age range of clientele? Mr. Kleppe responded yes, mostly drop off; ages 7-14. High School age would be driving. Piquett sought clarification on bike parking; Mr. Maas indicated no violation would occur if kids chose to park bikes on the site.
 - h) Official Action Regarding Proposed Conditional Use Permit to allow for the operation of an Instructional Studio at 757 W. State Street., a parcel zoned M-1 Light Industrial District (Tax Key: 36-1703-002-002). Henke motioned to approve a Conditional Use Permit to allow for the operation of an Instructional Studio at 757 W. State Street., a parcel zoned M-1 Light Industrial District (Tax Key: 36-1703-002-002) with the conditions as listed; Piquett seconded; motion carried in unanimous voice vote.

Turchi motioned to adjourn; Henke second. Motion carried and meeting adjourned at 6:23 p.m.

Respectfully submitted,
Jacob Maas, City Planner

Compiled by Jenny Conley, Planning Aide

Daily News:
January 23, 2026
January 30, 2026
84 Notices Sent

**NOTICE OF PUBLIC HEARING
PLAN COMMISSION**

PLEASE TAKE NOTICE that pursuant to Section § 62.23(7)(de) of the Wisconsin State Statutes and Section § 52.302 of the City of Hartford Municipal Code, that a PUBLIC HEARING will be held at 6:00 p.m. or thereafter on February 9, 2026, in the Common Council Chambers at the lower level of City Hall, 109 N. Main Street, by the City of Hartford Plan Commission to consider the request of:

Museum 53027/Hartford Historical Society to apply for a conditional use permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District.

All persons wishing to provide testimony for or against the requested application are invited to be present. Written comments may be submitted to City Clerk Shanna Kreilkamp, 109 North Main Street, Hartford, WI 53027.

A map of the parcel and application can be viewed in the Planning and Zoning Office by appointment, 109 N. Main Street, Monday- Friday between the hours of 7:30 a.m. and 4:30 p.m. Contact 262-673-8272.

Dated this 8th day of January 2026

Shanna Kreilkamp
City Clerk
City of Hartford

57 N Main Street, February 9, 2026, PC-CUP

Mailing w/ 200 Feet

NAME	ADDRESS	CITY	STATE	ZIP
WHITE ELEPHANT INVESTMENTS LLC	2466 LOUGH LN	HARTFORD	WI	53027
WHITE ELEPHANT INVESTMENTS LLC	37 N MAIN ST	HARTFORD	WI	53027
EGY PROPERTIES LLC	408 ROOT AVE	HARTFORD	WI	53027
EGY PROPERTIES LLC	36 N JOHNSON ST	HARTFORD	WI	53027
MY RENT LLC	113 MARILANE DR	NEOSHO	WI	53059
MY RENT LLC	37 N MAIN ST A	HARTFORD	WI	53027
MY RENT LLC	37 N MAIN ST B	HARTFORD	WI	53027
MY RENT LLC	37 N MAIN ST C	HARTFORD	WI	53027
MY RENT LLC	37 N MAIN ST D	HARTFORD	WI	53027
SCOTT LEE FAMILY TR, NURA LEE FAMILY TR	2922 ROLLING RIDGE DR	WAUKESHA	WI	53188
MCR ENTERPRISES LLC	20 W SUMNER ST	HARTFORD	WI	53027
MCR ENTERPRISES LLC	15 N MAIN ST	HARTFORD	WI	53027
THOMAS J MASTERS	5488 PLEASANT HILL RD	HARTFORD	WI	53027-0000
THOMAS J MASTERS	20 N MAIN ST	HARTFORD	WI	53027
THOMAS J MASTERS	22 N MAIN ST	HARTFORD	WI	53027
R&A ENTERPRISE LLC	4695 CATHERINE CT	BROOKFIELD	WI	53072
R&A ENTERPRISE LLC	17 N MAIN ST	HARTFORD	WI	53027
R&A ENTERPRISE LLC	21 N MAIN ST	HARTFORD	WI	53027
R&A ENTERPRISE LLC	22 N JOHNSON ST	HARTFORD	WI	53027
R&A ENTERPRISE LLC	27 N MAIN ST	HARTFORD	WI	53027
THOMAS J MASTERS	24 N MAIN ST	HARTFORD	WI	53027-0000
ARGYLE REAL ESTATE PARTNERS LLC	3302 CTY RD KK	PORT WASHINGTON	WI	53074
ARGYLE REAL ESTATE PARTNERS LLC	24 N JOHNSON ST	HARTFORD	WI	53027
ARGYLE REAL ESTATE PARTNERS LLC	31 N MAIN ST	HARTFORD	WI	53027
DOUGLAS C SCHLOTTHAUER REV TR, DENISE K SCHLOTTHAUER REV TR	925 WILLOW LN	HARTFORD	WI	53027
DOUGLAS C SCHLOTTHAUER REV TR, DENISE K SCHLOTTHAUER REV TR	30 N MAIN ST	HARTFORD	WI	53027
DOUGLAS C SCHLOTTHAUER REV TR, DENISE K SCHLOTTHAUER REV TR	32 N MAIN ST	HARTFORD	WI	53027
MICHAEL D HALSEY REVOCABLE LIV TRUST	PO BOX 270316	HARTFORD	WI	53027-8305
MICHAEL D HALSEY REVOCABLE LIV TRUST	34 N MAIN ST	HARTFORD	WI	53027
TINA MARIA MURRAY	40 N MAIN ST	HARTFORD	WI	53027
TINA MARIA MURRAY	38 N MAIN ST	HARTFORD	WI	53027
TFC PROPERTIES LLC	PO BOX 222	RICHFIELD	WI	53076

57 N Main Street, February 9, 2026, PC-CUP

Mailing w/ 200 Feet

NAME	ADDRESS	CITY	STATE	ZIP
TFC PROPERTIES LLC	39 N MAIN ST	HARTFORD	WI	53027
TFC PROPERTIES LLC	40 N JOHNSON ST	HARTFORD	WI	53027
TFC PROPERTIES LLC	41 N MAIN ST	HARTFORD	WI	53027
NESTERSON LLC	42 N MAIN ST	HARTFORD	WI	53027
TFC PROPERTIES LLC	PO BOX 222	RICHFIELD	WI	53076
TFC PROPERTIES LLC	43 N MAIN ST	HARTFORD	WI	53027
TFC PROPERTIES LLC	43A N MAIN ST	HARTFORD	WI	53027
FLORES MARTINEZ ENTERPRISES LLC	48 N MAIN ST	HARTFORD	WI	53027
FLORES MARTINEZ ENTERPRISES LLC	46 N MAIN ST	HARTFORD	WI	53027
VITALITY VENTURES LLC	205 HIGHLAND DR	HARTFORD	WI	53027
VITALITY VENTURES LLC	45 N MAIN ST	HARTFORD	WI	53027
VITALITY VENTURES LLC	46 N JOHNSON ST	HARTFORD	WI	53027
VITALITY VENTURES LLC	47 N MAIN ST	HARTFORD	WI	53027
DCC HOLDINGS LLC	6548 TURTLE RD	HARTFORD	WI	53027
DCC HOLDINGS LLC	50 N MAIN ST	HARTFORD	WI	53027
DCC HOLDINGS LLC	52 N MAIN ST	HARTFORD	WI	53027
JOHN F HETZEL	63 HIGHLAND AVE	HARTFORD	WI	53027-0000
JOHN F HETZEL	54 N MAIN ST 1	HARTFORD	WI	53027
JOHN F HETZEL	54 N MAIN ST 2	HARTFORD	WI	53027
JOHN F HETZEL	54 N MAIN ST 3	HARTFORD	WI	53027
JOHN F HETZEL	54 N MAIN ST 4	HARTFORD	WI	53027
OCV ENTERPRISES LLC	1050 MIDDLE RIDGE RD	HUBERTUS	WI	53033-0000
OCV ENTERPRISES LLC	55 N MAIN ST	HARTFORD	WI	53027
OCV ENTERPRISES LLC	57 N MAIN ST	HARTFORD	WI	53027
FIRST NATIONAL BANK	116 W SUMNER ST	HARTFORD	WI	53027-0000
FIRST NATIONAL BANK	114 W SUMNER ST	HARTFORD	WI	53027-0000
RAY & CAROLYN STELZER	530 N MAIN ST	HARTFORD	WI	53027
RAY & CAROLYN STELZER	58 N JOHNSON ST	HARTFORD	WI	53027
RAY & CAROLYN STELZER	59 N MAIN ST	HARTFORD	WI	53027
RAY & CAROLYN STELZER	60 N JOHNSON ST	HARTFORD	WI	53027
RAY & CAROLYN STELZER	63 N MAIN ST	HARTFORD	WI	53027
FIRST NATIONAL BANK	43 N JOHNSON ST	HARTFORD	WI	53027-0000

57 N Main Street, February 9, 2026, PC-CUP

Mailing w/ 200 Feet

NAME	ADDRESS	CITY	STATE	ZIP
65 MAIN STREET LLC	65 N MAIN ST	HARTFORD	WI	53027
66 MAIN STREET LLC	64 N JOHNSON ST	HARTFORD	WI	53027
67 MAIN STREET LLC	67 N MAIN ST	HARTFORD	WI	53027
WFL PROPERTIES LLC	5150 WICKERT DR	WEST BEND	WI	53095
WFL PROPERTIES LLC	62 N MAIN ST	HARTFORD	WI	53027
WFL PROPERTIES LLC	64 N MAIN ST	HARTFORD	WI	53027
TKN PROPERTIES LLC	68 N JOHNSON ST	HARTFORD	WI	53027
TKN PROPERTIES LLC	71 N MAIN ST	HARTFORD	WI	53027
TKN PROPERTIES LLC	73 N MAIN	HARTFORD	WI	53027
TKN PROPERTIES LLC	75 N MAIN ST	HARTFORD	WI	53027
C PRO REALTY LLC	1250 KERECHUN RD	HUBERTUS	WI	53033
C PRO REALTY LLC	108 N MAIN ST	HARTFORD	WI	53027
C PRO REALTY LLC	110 N MAIN ST	HARTFORD	WI	53027
SECOND CHANCE VENTURES LLC	1505 GREENWAY TER	ELM GROVE	WI	53122
SECOND CHANCE VENTURES LLC	100 N MAIN ST	HARTFORD	WI	53027
SECOND CHANCE VENTURES LLC	100 N MAIN ST 1	HARTFORD	WI	53027
SECOND CHANCE VENTURES LLC	101 N MAIN ST 2	HARTFORD	WI	53027
SECOND CHANCE VENTURES LLC	102 N MAIN ST 3	HARTFORD	WI	53027
SECOND CHANCE VENTURES LLC	104 N MAIN ST	HARTFORD	WI	53027
SECOND CHANCE VENTURES LLC	106 N MAIN ST	HARTFORD	WI	53027

Executive Summary

Title: 57 North Main Street (PIN: 36-2001-005-009) – Conditional Use Permit: Community Cultural Facility

Background: The Hartford Historical Society, Inc. (Pamela Terpstra, registered agent and applicant) and OCV Enterprises, LLC (Carol Vogt, registered agent and property owner) are looking to establish Museum 53027 at 57 North Main Street. Museum 53027 will be located in Suite B, with the following businesses occupying 57 North Main Street:

1. Suite A: Hair Formations
2. Suite C: Kate's Closet
3. Suite D: Dave Volk, CPA
4. Suite F: Therapy at Hand for Women

57 North Main Street is zoned CC-3, Downtown Core Zoning District. Under the CC-3 Zoning District, Community Cultural Facility is a principal land use that is permitted as a Conditional Use.

Staff Comments: Planning Staff has reviewed the proposed Community Cultural Facility development at 57 North Main Street and is subject to the following:

1. Community Cultural Facility is defined as a place where people may gather for studying, reading, personal education, or viewing the visual arts. The term includes libraries, museums, art galleries, and observatories. The term does not include performing arts.
2. Compliance with building codes and fire codes.
3. Maintain hours of operation as stated in the Plan of Business Operation.
 - a. Outside of special events, any changes in hours of operation shall be submitted as a new Plan of Business Operation.

Recommendation: The Planning Staff recommends the **APPROVAL** of the Conditional Use Permit for a Community Cultural Facility in the City of Hartford's CC-3, Downtown Core Zoning District, at 57 North Main Street (PIN: 36-2001-005-009) with the following conditions:

1. Compliance with building codes and fire codes.
2. Maintain hours of operation as stated in the Plan of Business Operation.
 - a. Outside of special events, any changes in hours of operation shall be submitted as a new Plan of Business Operation.

Rational:

The reason for Conditional Use Permit review of the principal land use, Community Cultural Facility, at 57 North Main Street

1. To accommodate the orderly growth and development of the City of Hartford Downtown Core.
2. Compliance with Wis. Stat. § 62.23(7)(de)

Prepared By: Jacob H. Maas 02/05/2026
Jacob Maas, C.F.M. Date
City Planner/Director of Community Development

Approved By: Steve Volkert 2-5-26
Steve Volkert Date
City Administrator

ROUTING: PLAN COMMISSION 02/09/2026



2026 (FY2025) City of Hartford

New Housing Fee Report
(per Wis. Stat. §66.10014)

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Background

This report is written to satisfy the requirements as outlined in Section 66.10014 of the Wisconsin Statutes. Section 66.10014 reads as follows:

66.10014 New Housing Fee Report

- (1) In this section, “municipality” means a city or village with a population of 10,000 or more.
- (2) Not later than January 1, 2020, a municipality shall prepare a report of the municipality's residential development fees. The report shall contain all of the following:
 - (a) Whether the municipality imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development and, if so, the amount of each fee:
 1. Building permit fee.
 2. Impact fee.
 3. Park fee.
 4. Land dedication or fee in lieu of land dedication requirement.
 5. Plat approval fee.
 6. Storm water management fee.
 7. Water or sewer hook-up fee.
 - (b) The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.
- (3)
 - (a) A municipality shall post the report under sub. (2) on the municipality's Internet site on a web page dedicated solely to the report and titled “New Housing Fee Report.” If a municipality does not have an Internet site, the county in which the municipality is located shall post the information under this paragraph on its Internet site on a web page dedicated solely to development fee information for the municipality.
 - (b) A municipality shall provide a copy of the report under sub. (2) to each member of the governing body of the municipality.
- (4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

66.10014(2)(a)(1) Building Permit Fee

Table 1: 2025 City of Hartford Total Amount of Fees Collected for Residential Development
 2025 Fees Collected Relating to Residential Construction, Remodeling, or Development

Building Permit Fees	New Home Construction	Remodeling/Additions Etc.
Building Permit Fees	\$57,870.95	\$20,567.70
Electrical Permit Fees	\$12,988.80	\$2,460.50
Plumbing Permit Fees	\$16,864.02	\$6,440.00
HVAC Permit Fees	\$12,988.80	\$495.00
New Home Construction Fees	\$100,712.57	
Remodeling/Additions Etc. Fees		\$29,963.20
Impact Fees		
Impact Fees Total	\$0.00	
Park Fees		
Park Fees	\$43,750.00	
Park Fees Total	\$43,750.00	
Land Dedication, or Fee in Lieu of Land Dedication (see Park Fees)		
Fee in Lieu of Land Dedication	\$0.00	
Land Dedication, or Fee in Lieu of Land Dedication Total	\$0.00	
Plat Approval Fees		
Subdivision - Preliminary or Final Plat	\$5,860.00	
Minor Subdivision - Preliminary Certified Survey Map	\$0.00	
Plat Approval Fee Total	\$5,860.00	
Stormwater & Erosion Control Management Fees*		
Erosion Control Fees	\$5,600.00	
Stormwater and Erosion Control Management Fee Total	\$5,600.00	
Water & Sewer Hookup Fees		
Sewer Hook-up Fees (Reserve Capacity Fee)	\$225,575.00	
Water & Sewer Hookup Fee Total	\$225,575.00	
Miscellaneous Fees		
Emergency Siren Fee	\$1,700.00	

Permit Seals	\$1,320.00
Plan Review (New Home Construction)	\$6,400.00
Processing Fee	\$5,745.00
Property Records Maintenance Fee	\$7,200.00
Public Works Voucher Processing Fee	\$192.00
Public Works Voucher Sidewalk/Driveway/Approach Permit	\$620.00
Zoning Permit	\$3,300.00
Technology Fee	\$1,640.00
Zoning - Planned Unit Development	\$0.00
Zoning - Conditional Use Permit	\$0.00
Zoning - Comprehensive Plan Amendment	\$0.00
Miscellaneous Fee Total	\$28,117.00
TOTAL HOUSING FEES - NEW HOME CONSTRUCTION	\$409,614.57
TOTAL HOUSING FEES - REMODELINGS, ADDITIONS, ETC.	\$29,963.20
TOTAL HOUSING FEES COLLECTED IN 2025	\$439,577.77

*=Does not include fees for outside consultant costs

66.10014(2)(a)(1) Building Permit Fee

Table 2: 2025 Fees Collected per New Residential Dwelling Units (66.10014(b))

2025 Fees Collected Relating to Residential Construction,
Remodeling or Development Divided by New Residential
Units (Wis. Stat. 66.10014(2)(b))

2025 Fees Collected	Cost	
	\$	
2025 Total Residential Housing Fees Collected:	439,577.77	
		# Dwelling
2025 New Dwelling Units		Units
Single- & Two-Family Dwelling Units		35
Multi-Family Dwelling Units (3 - 12 Units/Building)		3
	\$	
2025 Housing Fee Cost per Dwelling Unit:	11,567.84	

66.10014(2)(a)(1) Building Permit Fee

Table 3: Cost of New Housing Fees for a 2,500 Square Foot Single-Family Home

Housing Fee for New 2,500 Square Foot Home	
Building Permit Fees	Cost
Building Permit (including plan review, permit seal, occupancy)	\$1,175.00
Electrical Permit (including low volt system permit)	\$250.00
Plumbing Permit (including gas piping and sewer/water permits)	\$375.00
HVAC Permit	\$150.00
Building Permit Fee Total	\$1,950.00
Park Fee	
	Park Fee Total \$1,250.00
Land Dedication or Fee in Lieu of Land Dedication (See Park Fee)	\$0.00
Fee in Lieu of Land Dedication	
Land Dedication or Fee in Lieu of Land Dedication Fee Totals	
Plat Approval Fees	\$0.00
	Included in building permit fees
Stormwater & Erosion Control Management Fees (does not include outside consultant costs)	
	Erosion Control Permit Fee \$175.00
Water & Sewer Hookup Fees	
	Sewer Hookup (Reserve Capacity) Fee \$6,257.00
Other Fees: Sidewalk, Curb & Gutter, Processing Fees, Zoning Permit, Erosion Control Permit, Property Records Maintenance Fee, Technology Fee	\$746.00
Total Cost of New Housing Fees:	\$10,378.00

*Other fees charged as needed: Emergency Siren Fee (charged for permits in some subdivisions); solar permits; fire alarm permits, fireplace permits. Fees vary.

**A \$1000 REFUNDABLE construction deposit is required at permit pickup. Deposit is refunded upon issuance of a final occupancy permit. Deposit funds are used if necessary to close outstanding items on an expired conditional occupancy permit.

***New home construction permits include a tree permit requirement. There is no fee for this permit.

66.10014(2)(a)(1) Building Permit Fee

Appendix A.1

Single- & Two-Family Building Permit Fees

Building Permit Fees
New Single- & Two-Family Residential Permit Fees

New Single- & Two-Family Residential Building Permit

Plan Examination	\$200.00
Residential, one- and two-family including additions & attached garages	.35/total sq. ft.
Early Start (if requested)	\$150.00
Reinspection Fee	\$50.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Wisconsin Building Permit Seal	\$40.00
Occupancy Permit	\$60.00/unit
Erosion Control Permit	\$175.00
Zoning Permit	\$100.00
Work started prior to permit issuance	Triple Fee
Failure to call for inspection	\$50.00
New Construction Processing Fee	\$25.00
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00

New Single- & Two-Family Residential Electrical Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum

New Single- & Two-Family Residential Plumbing Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Sewer Tap (if necessary)	\$55.00
Water Tap (if necessary)	\$175.00 (plus time & materials if over 1" service)

New Single- & Two-Family Residential HVAC Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00

Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative processing fee (per permit)	\$15.00
Technology fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum

Building Permit Fees

Single- & Two-Family Residential Remodeling/Alteration Permit Fees

Single- & Two-Family Residential Building Permit – Remodel/Alterations/Accessory Structures

Plan Examination	\$200.00
Residential, one- and two-family including additions & attached garages	.35/total sq. ft.
All other buildings, structures or alterations where square footage cannot be determined	\$12/\$1000 of value
Reinspection Fee	\$50.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Wrecking or Razing	\$55.00 minimum plus .05/total sq. ft. to a maximum of \$285.00
Erosion Control Permit (if necessary)	\$175.00
Zoning Permit	\$35.00
Work started prior to permit issuance	Triple Fee
Failure to call for inspection	\$50.00
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Minimum Permit Fee	\$55.00

New Single- & Two-Family Residential Electrical Permit – Remodel/Alterations/Accessory Structures

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Minimum Permit Fee	\$55.00
Switches & Outlets	.50/each
Incandescent Fixtures	.50/each
Mercury, sodium, MI, vapor lighting	\$10/fixture
Fluorescent lamp/tube ballast	.50/tube
Dishwasher/disposal/sump pump	\$10/each
Residential whirlpool, bathtub, jacuzzi	\$35.00
Range, oven, cooktop, clothesdryer	\$10/each
Water heater, furnace, boiler etc.	\$10/each
Air conditioner sleeve	\$10.00
Central air, up to 3 ton	\$9.00

Central air, per ton after 3 ton	.50/ton
Motors (per horsepower or fraction thereof)	\$1/horsepower
Bath or kitchen fan, up to ½ horsepower	\$10.00
Low voltage system, doorbell, switching system	\$10/each
Refrigerator compressor, up to 3 ton	\$10.00
Electric heat per kilowatt	\$1/kW
Electric heat per thermostat	.50/each
Wireway, bus bar, bus duct	.50/foot
Generator, transformer, capacitor	\$10/unit
Meter Service, including temporary service, to 400 amps	\$55.00
#6 & larger feeders & subfeeders	\$10.00
Power outlets above 120 volt/20 amp	\$10.00
Swimming pool	\$55.00
Minimum Permit Fee	\$55.00

New Single- & Two-Family Residential Plumbing Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Sewer Tap (if necessary)	\$55.00
Water Tap (if necessary)	\$175.00 (plus time & materials if over 1" service)
Minimum Permit Fee	\$55.00
Inside Sewer/building grades	\$55.00
Water Service	\$55.00 - \$70.00
Sewer Ejector	\$55.00
Manhole, Trench Drain or Catch Basin	\$55.00
Sanitary Sewer/Storm Water Connection	\$55.00
Sanitary or Storm Sewer Line over 100'	.20/foot
Sewer Tap	\$55.00
Sewer Connection	\$55.00
Sewer/Water Relay	\$55.00
Water Tap	\$175.00 plus possibly time/materials
Repairs	\$55.00
Water Piping	\$55.00

New Single- & Two-Family Residential HVAC Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative processing fee (per permit)	\$15.00
Technology fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum

Minimum Permit Fee	\$55.00
Heating/AC Distribution Systems	\$1.50/100 sq. ft. of conditioned area
Air Conditioning	\$55/unit
Heating/Woodburning units	\$55/unit
A/C only electric fee	\$10.00

66.10014(2)(a)(1) Building Permit Fee

Appendix A.2

Multi-Family (3+ Dwelling Units) Building Permit Fees

Building Permit Fees
New Multi-Family (3+ Units) Residential Permit Fees

New Multi-Family (3+ Units) Residential Building Permit

Plan Examination	\$200.00 plus \$10.00/unit
Residential Apartments, Three Family & Over, Row Housing, Multiple Family Dwellings, Institutional	.35/total sq. ft.
Early Start (if requested)	\$200.00
Reinspection Fee	\$50.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Wisconsin Building Permit Seal	\$40.00
Occupancy Permit	\$60.00/unit
Erosion Control Permit	\$175.00 plus \$100/acre or fraction thereof
Zoning Permit	Included in site plan review
Work started prior to permit issuance	Triple Fee
Failure to call for inspection	\$50.00
New Construction Processing Fee	\$25.00
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00

New Multi-Family (3+ Units) Residential Electric Permit

New Construction	.06/total sq. ft. plus \$25.00/unit
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum

New Multi-Family (3+ Units) Residential Plumbing Permit

New Construction	.06/total sq. ft. plus \$25.00/unit
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Sewer Tap (if necessary)	\$55.00
Water Tap (if necessary)	\$175.00 (plus time & materials if over 1" service)

New Multi-Family (3+ Units) Residential HVAC Permit

New Construction	.06/total sq. ft. plus \$25.00/unit
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00

Work started prior to permit issuance	Triple Fee
Administrative processing fee (per permit)	\$15.00
Technology fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum

Multi-Family (3+ Units) Residential Remodeling/Alterations Permit Fees

Building Permit Fees

Multi-Family (3+ units) Residential Building Permit – Remodel/Alterations/Accessory Structures

Plan Examination	\$200.00 plus \$10/Unit
Residences, Apartments, Three Family & Over, Row Housing, Multiple Family Dwellings, Institutional	.35/total sq. ft.
All other buildings, structures or alterations where square footage cannot be determined	\$12/\$1000 of value
Reinspection Fee	\$50.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Wrecking or Razing	\$55.00 minimum plus .05/total sq. ft. to a maximum of \$285.00
Erosion Control Permit (if necessary)	\$175.00
Zoning Permit	Included in Site Plan Review
Work started prior to permit issuance	Triple Fee
Failure to call for inspection	\$50.00
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Minimum Permit Fee	\$55.00

Multi-Family (3+ Units) Residential Electric Permit– Remodel/Alterations/Accessory Structures

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Minimum Permit Fee	\$55.00
Switches & Outlets	.50/each
Incandescent Fixtures	.50/each
Mercury, sodium, MI, vapor lighting	\$10/fixture
Fluorescent lamp/tube ballast	.50/tube
Dishwasher/disposal/sump pump	\$10/each
Residential whirlpool, bathtub, jacuzzi	\$35.00
Range, oven, cooktop, clothesdryer	\$10/each
Water heater, furnace, boiler etc.	\$10/each
Air conditioner sleeve	\$10.00
Central air, up to 3 ton	\$9.00
Central air, per ton after 3 ton	.50/ton
Motors (per horsepower or fraction thereof)	\$1/horsepower

Bath or kitchen fan, up to ½ horsepower	\$10.00
Low voltage system, doorbell, switching system	\$10/each
Refrigerator compressor, up to 3 ton	\$10.00
Electric heat per kilowatt	\$1/kW
Electric heat per thermostat	.50/each
Wireway, bus bar, bus duct	.50/foot
Generator, transformer, capacitor	\$10/unit
Meter Service, including temporary service, to 400 amps	\$55.00, plus \$55.00/100 amps over 400 amps
#6 & larger feeders & subfeeders	\$10.00
Power outlets above 120 volt/20 amp	\$10.00
Swimming pool	\$55.00
Minimum Permit Fee	\$55.00

Multi-Family (3+ Units) Residential Plumbing Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative Processing Fee (per permit)	\$15.00
Technology Fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Sewer Tap (if necessary)	\$55.00
Water Tap (if necessary)	\$175.00 (plus time & materials if over 1" service)
Minimum Permit Fee	\$55.00
Inside Sewer/building grades	\$55.00
Water Service	\$55.00 - \$70.00
Sewer Ejector	\$55.00
Manhole, Trench Drain or Catch Basin	\$55.00
Sanitary Sewer/Storm Water Connection	\$55.00
Sanitary or Storm Sewer Line over 100'	.20/foot
Sewer Tap	\$55.00
Sewer Connection	\$55.00
Sewer/Water Relay	\$55.00
Water Tap	\$175.00 plus possibly time/materials
Repairs	\$55.00
Water Piping	\$55.00

Multi Family (3+ Units) Residential HVAC Permit

New Construction	.06/total sq. ft.
Failure to call for inspection	\$50.00
Reinspection Fee	\$50.00
Work started prior to permit issuance	Triple Fee
Administrative processing fee (per permit)	\$15.00
Technology fee (per permit)	\$5.00
Special Inspections & Reports (if necessary)	\$200/hour or fraction thereof, 1 hour minimum
Minimum Permit Fee	\$55.00
Heating/AC Distribution Systems	\$1.50/100 sq. ft. of conditioned area

Air Conditioning	\$55/unit
Heating/Woodburning units	\$55/unit
A/C only electric fee	\$10.00

66.10014(2)(a)(2) Impact Fees

Appendix B

Impact Fees

*The City of Hartford does not have separate impact fees as designated in 66.10014(2)(a)(2)

Appendix C

Park Fees

Park Fees

2025 Park Fees are \$1250/unit.

12.0709(b): Public Site Fee Option. If the proposed land division does not encompass a proposed school site, public park, parkway, or other open-space lands, or if the Plan Commission requires the reservation of land as set forth in Section 12.0709 (a) of this Chapter, a fee for the acquisition of public sites to serve the future inhabitants of the proposed land division shall be paid to the City Clerk at the time of approval of and prior to certification of such approval of a Final Plat or CSM of said land thereof in the following amounts: For acquisition and improvement of parks and other open-space--as determined in Chapter 42 of the Municipal Code per additional one and two-family dwelling unit and three or more bedroom apartment, and a fee as determined in Chapter 42 of the Municipal Code per additional one and two-bedroom apartment. If the proposer requests and the Plan Commission concurs, payment of the fee may, at the City's option, be postponed until building permits are sought, provided that the amount(s) paid shall be the then current fee. Public site fees collected by the City Clerk under the provisions of this Chapter for park and open space uses shall be placed in a nonlapsing special fund(s) for purposes as set forth herein within a designated neighborhood or other designated area and shall be separate from the general fund of the City, and said special fund(s) shall be used exclusively for the purposes set forth herein within each specifically designated neighborhood of the City.

66.10014(2)(a)(4)

Appendix D

Land Dedication, or Fee In Lieu of Land Dedication

See Appendix C, Park Fees, page 17

66.10014(2)(a)(5)

Appendix E

Plat Approval Fees

Plat Approval (and Related) Fees

All fees are listed, only relevant fees are applied to individual developments. If multiple items are reviewed at the same time, only one administrative processing and technology fee applies.

Master Plan Amendment: \$515.00 plus \$15 administrative processing fee and \$5 technology fee.

Special Plan Commission Meeting: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Conceptual Certified Survey Map: \$150 plus \$15 administrative processing fee and \$5 technology fee.

Certified Survey Map: \$250 plus \$15 administrative processing fee and \$5 technology fee.

Conceptual Plat, under 10 acres: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Conceptual Plat, 10 acres and over: \$500 plus \$15 administrative processing fee and \$5 technology fee.

Preliminary Plat: \$600 plus \$20/lot plus \$15 administrative processing fee and \$5 technology fee.

Preliminary Plat Re-app: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Final Plat: \$500 plus \$20/lot plus \$15 administrative processing fee and \$5 technology fee.

Final Plat Re-app: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Annexation: \$700 plus \$100/acre (\$1500 max)

Site Plan: \$300 - \$700 (minor up to \$50,000 s.f.) plus \$15 administrative processing fee and \$5 technology fee.

The City of Hartford reviews Preliminary CSMs and Township Plats as part of the City's 3-mile Extraterritorial Jurisdiction and in conjunction with the City of Hartford/Town of Hartford and the City of Hartford/Town of Rubicon Extraterritorial Agreements:

Extraterritorial Certified Survey Map: \$200 plus \$15 administrative processing fee and \$5 technology fee.

Extraterritorial Preliminary Plat: \$400 plus \$12/lot plus \$15 administrative processing fee and \$5 technology fee.

Extraterritorial Final Plat: \$400 plus \$10/lot plus \$15 administrative processing fee and \$5 technology fee.

66.10014(2)(a)(6)

Appendix F

Stormwater & Erosion Control Management Fees

Stormwater & Erosion Control Management Fees*

*Does not include outside consultant fees

“15.06(c) Schedule of Fees. The City fees for building permits shall be as determined in Chapter 42 of the Municipal Code for the following categories:

...

Erosion Control

One and two family lots

Multi-family units

...

Chapter 42, Fees:

1 and 2 Family Lots \$175.00/lot

Multi Family Units \$200.00+\$100/acre or fraction thereof

66.10014(2)(a)(7)

Appendix G

Water or Sewer Hookup Fees

Water Or Sewer Hookup Fees

2025 Reserve Capacity Fees are \$6445/unit

25.06(7) Reserve Capacity Assessment: (a) A reserve capacity assessment will be collected by the City to all new connections to the sewerage system. This charge shall be collected prior to receiving a building permit or plumbing permit. A reserve capacity assessment will not be collected from existing users of the sewer system who had previously shared a common service lateral. (AMENDED 3/11/97--ORDINANCE NO. E-357) (b) The reserve capacity assessment shall recover the reserve capacity costs of the sewage system from new sewer utility customers, and from existing customers whose change of use increases the volume and/or loadings of their sewerage. The amount of the charge shall equal the assigned residential equivalent connection (REC) as defined in Section 25.04 and multiplied by the rate as determined in Chapter 42 of the Municipal Code, after January 1, 1997 said rate to be increased annually by an amount as determined in Chapter 42 of the Municipal Code. (AMENDED 3/11/97-- ORDINANCE NO. E-357) New extraterritorial customers of the sewer utility, and existing extraterritorial customers whose change of use increases the volume and/or loadings of their sewerage, shall pay a reserve capacity assessment charge as determined in Chapter 42 of the Municipal Code, increasing by an amount as determined in Chapter 42 of the Municipal Code. (SECTION 25.06 (7)(b) AMENDED 4/9/91--ORDINANCE NO. E-175; AMENDED 5/14/96--ORDINANCE NO. E327) (c) The City shall review the appropriateness of the reserve capacity charge every year. The City may terminate or limit any future increases to the reserve capacity charge at its discretion. (d) In the event there is an RCA overestimation at the time the building permit is issued, the City will reimburse the permit holder only once, at their request, within one year of occupancy.

Appendix H

Miscellaneous Fees

Miscellaneous Fees

Zoning Fees (Conditional Use Permit, Planned Unit Development, Group Development and/or Variance)

Conditional Use: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Planned Unit Development: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Special Plan Commission Meeting: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Variance: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Zoning change: \$400 plus \$15 administrative processing fee and \$5 technology fee.

Executive Summary

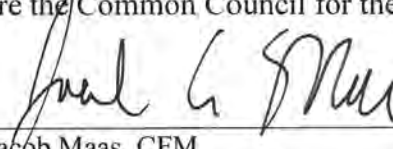
Title: New Housing Fee Report Under Wis. Stat. § 66.10014

Background: In 2017 the State of Wisconsin passed Act 243, which required cities with a population of 10,000 or more to create a New Housing Fee Report. The key take-away from Act 243, is the creation of Wis. Stat. § 66.10014(4):

- (4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

Recommendation: No action required, this is purely information for Plan Commission members. Pursuant to Wis. Stat. § 66.10014(3)(b), the municipality shall provide a copy of the New Housing Fee Report to each member of the governing body of the municipality. This will go before the Common Council for their review on February 10, 2026.

Prepared By:




Jacob Maas, CFM
City Planner/Director of Community Development

02/05/26

Date

Approved By:



Steve Volkert,
City Administrator

02 | 05 | 26

Date

ROUTING: PLAN COMMISSION 02/09/2026
COMMON COUNCIL 02/10/2026