



AGENDA

Plan Commission Meeting

6:30 PM - Thursday, June 4, 2026

Village Hall, 620 W. Main Street, Newburg, Wisconsin

CALL TO ORDER / ROLL CALL

Trustee Member (Chair) Dave DeLuka
Trustee Member Mike Enright
Commissioner Al Wollner
Trustee Member Mike Heili
Commissioner Sandy Stockhausen
Commissioner Roger Zorn
Commissioner Jarod Probelski

BUSINESS

1. Approval of minutes from March 5, 2026 meeting (possible action), minutes attached.
2. Public Hearing
 - a. Public hearing on possible rezone of properties on West Main Street with Tax Keys V6-026800O, V6-026800P, and V6-026800Q (notice of hearing attached).
3. Discussion and possible action on applicant William John's request to rezone properties on West Main Street with Tax Keys V6-026800O, V6-026800P, and V6-026800Q from R-2 to RD-1.

ADJOURNMENT

Meetings of the Plan Commission are tentatively on the calendar for the first Thursday of each month. Members will be notified at least one week prior to a meeting date if a meeting will take place. The next potential meeting of the Plan Commission is scheduled for 630pm on Thursday, July 2, 2026.

Heather Wellman

Clerk / Deputy Treasurer

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Municipal Building at (262) 675-2160 at least one (1) day prior to the meeting.

AFFIDAVIT OF POSTING This agenda was posted as required by statute, in the office of the Village Clerk and on the Village website on the 28th day of May 2026.



MINUTES

Plan Commission Meeting

6:30 PM - Thursday, March 5, 2026
Village Hall, 620 W. Main Street, Newburg, Wisconsin

CALL TO ORDER / ROLL CALL

- Trustee Member (Chair) Dave DeLuka
- Trustee Member Mike Enright
- Citizen Member Al Wollner
- Citizen Member Mike Heili
- Citizen Member Sandy Stockhausen
- Citizen Member Roger Zorn
- Citizen Member Jarod Probelski

All members present except for Commissioner Wollner, who was excused. A quorum was met and the meeting was called to order at 6:30pm.

BUSINESS

1. Approval of minutes from November 6, 2025 meeting (possible action), minutes attached.

A motion was moved by Trustee Heili to approve the minutes, which was seconded by Trustee Enright. Motion prevailed with a voice vote 6-0-1 (Wollner).

2. Discussion and possible action on architectural review for St. John's Lutheran Church and School, located at 623 Congress Drive, zoned R-4. The applicant wishes to expand the current building.

A motion was moved by Trustee Heili to approve the plan pending state approval and was seconded by Commissioner Zorn. Motion prevailed with a roll call vote 6-0-1 (Wollner).

ADJOURNMENT

Meeting was adjourned at 6:33pm.

Meetings of the Plan Commission are tentatively on the calendar for the first Thursday of each month. Members will be notified at least one week prior to a meeting date if a meeting will take place. The next potential meeting of the Plan Commission is scheduled for 6:30pm on Thursday, April 2, 2026.

Heather Wellman

Clerk / Deputy Treasurer

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Municipal Building at (262) 675-2160 at least one (1) day prior to the meeting.

AFFIDAVIT OF POSTING This agenda was posted as required by statute, in the office of the Village Clerk and on the Village website on the 26th day of February 2026.

NOTICE OF PUBLIC HEARING

The Plan Commission of the Village of Newburg will hold a Public Hearing during the regularly scheduled Plan Commission Meeting on Thursday, June 4, 2026 at 6:30pm at Newburg Village Hall located at 620 W Main Street to consider the following:

A Plan Commission application submitted by William John to re-zone properties on West Main Street with Tax Keys V6-026800O, V6-026800P, and V6-026800Q from R-2 to RD-1.

The proposed application is available for inspection at Newburg Village Hall from 8:00am-4:30pm Monday through Wednesday and 10:00am-6:00pm Thursdays.

Village of Newburg
Heather Wellman
Clerk



Application for Plan Commission

Applications for Village planning and zoning-related matters shall be made using this form. In order for applications to be processed, all required information, drawings, application signatures and fees required shall be submitted at the time of application. The Village reserves the right to deny any application that is incomplete or is not accompanied by the required documents and plans.

**620 W Main Street / PO Box 50
Newburg, WI 53060**

Phone (262) 675-2160

Newburg_clerk@newburgwi.gov

Hours: Mon–Wed 800am-430pm,
Thurs 10am-6pm, or by appointment

Date of Submission: 5/20/26

The Plan Commission generally meets on the first Thursday evening of each month. Applications for Plan Commission consideration, along with all attachments, must be submitted to the Village Clerk at least 15 days prior to the meeting date at which the applicant wishes to be heard. Is there any reason the clerk should be aware of that your request is urgent or date-sensitive?

X NO ___ YES Please explain: _____

Address / Location: _____

Tax Key # 026800O Lot 2, 026800P Lot 3, 026800Q Lot 4 Owner: William John

Type of Project: build side-by-side duplexes

Estimated Cost or Value of Project: to be determined

When do you plan for project to begin? Summer 2026 When to complete by? Spring 2027

Who is making this application?

- Property Owner Contractor
- Other: _____

Property Owner
Name: William John
Mailing Address: 10249 N Cedarburg Road
City, State, Zip: Mequon, WI 53092
Phone: 414-614-7143
Email: billiejohn31@gmail.com

Contractor
Name: William John
Mailing Address: same
City, State, Zip: _____
Phone: _____
Email: _____
Certification: _____

The Plan Commission has the powers and duties prescribed in Wis. Stats 61.35 and 62.23 and other powers and duties as shall be vested by the Village Board.

Note: Standard Fee (SF) = Engineering, planning, legal fees and all other necessary and applicable fees and costs to be deducted from deposit or invoiced to applicant.

Schedule of Plan Commission Review Services

Service Requested	Ordinance	Fees (See 153.016)
<input type="checkbox"/> Annexation Petition. Transferring territory from a town to the village. See WI Dept. of Administration website on Annexation for guides.	Wis Stats. 66.017	\$150 plus Standard Fee, plus \$1,500 retainer
<input type="checkbox"/> Conditional Use Permit / Temporary Use	155.40(c) 90.09	\$150 plus Standard Fee
<input type="checkbox"/> Variance: The Village board may waive or modify requirements to the extent deemed just and proper in order to avoid exceptional or undue hardships as long as certain conditions exist (see ordinance).	153.011	\$150 plus Standard Fee
<input type="checkbox"/> Architectural Review. Required for zoning permit applications in any business, manufacturing, conservation outdoor recreation, or multi-family district as related to proposed structures on the property.	155.40(g)	\$250 plus Standard Fee
<input type="checkbox"/> Historical Architectural Review. – if within a Historical Preservation Overlay District in the downtown area aimed at preserving and enhancing the historical quality of existing buildings and to attain a consistent, visually pleasing image.	155.25	\$250 plus Standard Fee
<input type="checkbox"/> Planned Residential Unit Development (PUD) – Promotes greater flexibility and creative design for residential and business development of a site than possible under conventional zoning regulations while promoting efficient use of land.	155.018(K)	\$150 plus \$5 per lot, plus Standard Fee, plus \$1,500 retainer
<input type="checkbox"/> Site Plan Review & Approval. Except for construction in single and two-family districts or minor building remodeling, all building permits and new land uses first require a site plan approval.	155.30 155.40(f)	\$150 plus Standard Fee, plus \$1,500 retainer
<input type="checkbox"/> Comprehensive Plan & Map Amendment. This is the official guide for the physical, social, and economic growth of the village.	150.075	
x <input type="checkbox"/> Land Use Plan Amendment – changes to previously reviewed land use plans.		\$150 plus Standard Fee, plus \$1,500 retainer
x <input type="checkbox"/> Zoning Map and/or Code Amendment	155.40(a)	\$150
<input type="checkbox"/> Zoning Appeal (To Board of Zoning Appeals): Appeals of any administrative determination of any officer, department, Zoning Administrator, Building Inspector, or the Plan Commission concerning the literal enforcement of certain chapters of ordinance may be made by a person aggrieved, or by any officer or department of the Village.	155.38	
LAND DIVISIONS AND SPLITS	Ordinance	Fees

<input type="checkbox"/> Pre-Application Consultation: Prior to the filing of an application for the approval of a preliminary plat or certified survey map, it is recommended that the subdivider consult with Village staff in order to obtain advice and assistance. This consultation is intended to inform the subdivider of the purpose and objectives of these regulations, other provisions of this code, sewer availability, other engineering considerations, duly adopted village plans, and to otherwise assist the subdivider in planning the development.	153.030	Standard Fee
<input type="checkbox"/> Certified Survey Map (CSM) / Minor Land Subdivision. A CSM is a map of land prepared in accordance with Wis. Stat. 236.34. Used to divide land into two parcels with one being less than 10 acres, or to divide a lot into 4 or less parcels within a recorded subdivision plat.	153.037 153.052	\$200 plus Standard Fee, plus \$1,500 retainer
<input type="checkbox"/> Plat – Pre-Application. A plat is a map of a subdivision.	153.030	\$100 plus Standard Fee
<input type="checkbox"/> Plat Review – Preliminary. Requires a survey.	153.031 153.050	\$150 plus \$5 per lot, plus Standard Fee, plus \$1,500 retainer
<input type="checkbox"/> Plat Review – Final.	153.033 153.051	\$150 plus Standard Fee
<input type="checkbox"/> Extraterritorial Pre-Application Consultation. For land divisions within 1.5 miles of the village boundary.	153.035	
<input type="checkbox"/> Extraterritorial CSM or Plat Review. For land divisions within 1.5 miles of the village boundary.	153.035	CSM, Pre, & Final Plat Fees, plus Standard Fee, plus \$1,500 retainer

Note: Under 153.007, the sale or exchange of parcels of land between owners of adjoining property are exempt from subdivision regulations as long as additional lots are not being created and the resulting lots are not reduced below minimum size standards.

Include any of the following information as may be relevant:

Improvement Size / Measurements: _____ Square Feet: _____ Height: _____

Zoning District Classification – Current: _____ Proposed: _____

Setbacks: (Residence OR Accessory Building)

From Front Lot Line: _____ From Rear Lot Line: _____ From side Lot Lines: _____

Regulations or portion of plan to be amended: _____

Present Use of Property: _____

Proposed Use of Property: duplexes

Other Relevant Details: _____

Yes, I have attached relevant maps, descriptions, plans, drawings, or other important information to this application including:

No, I have no items to attach to this application.

In making this application, I / we acknowledge that the Plan Commission will review the contents of this application at a public meeting, that I or a representative on my behalf will be expected to attend the public meeting in order to provide information and answer questions, and that the meeting will be open to all interested persons who desire to attend. I also grant permission to any Village of Newburg official or representative to enter and inspect the subject property at any reasonable time to consider the merits of this application and perform a review as necessary. The Plan Commission and/or Village Board may request more information if deemed necessary to properly evaluate the application. The lack of information requested by this application may in itself be sufficient cause to deny the petition.

Applicant Signature: william john Date: 5-20-26

STAFF USE ONLY:

Other Government Approvals Required:

Application Fee Paid: By: _____ Date: _____ Check # _____

Total Paid: \$ _____

Dates Scheduled: _____

Other Remarks:

Outcome: _____

File Completed by _____ Date: _____