

**PLAN COMMISSION MEETING
AGENDA**

Tuesday, March 24, 2026 at 6:00 PM

**Harrison Village Hall
W5298 State Road 114
Menasha, WI 54952**

-
- 1. Call to Order**
 - 2. Pledge of Allegiance**
 - 3. Roll Call**
 - 4. Identify Potential Conflicts of Interest**
 - 5. Public Comments (Non-Agenda Harrison Related Items)**

Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.

- 6. Corrections and Approval of the Previous Meeting Minutes**

- a. February 17, 2026 Meeting Minutes**

- 7. New Business for Discussion, Consideration, and/or Action**

- a.** Certified Survey Map (CSM) – John & Susan Drewieske – N6465 Harrison Rd – Parcels 41062, 41068, 41070
 - b.** Site Plan Review – Queen of Cleaning – W5006 Amy Avenue – Parcel 45302
 - c.** Report: February 2026 Zoning Report

- 8. Set Next Meeting Date**

- a. Tentatively April 21, 2026 at 6:00 pm**

- 9. Adjournment**

Agenda posted and published:

March 18, 2026 at Harrison Village Hall and to www.harrison.wi.gov

/s/ Jennifer Tenor, Deputy Clerk

Accessibility:

Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting.

PLAN COMMISSION MEETING

VILLAGE OF HARRISON**From:**

Josh Sherman, Zoning Administrator

Meeting Date:

March 24, 2026

Title:

Certified Survey Map (CSM) – John & Susan Drewieske – N6465 Harrison Rd – Parcels 41062, 41068, 41070

Issue:

Should the Plan Commission recommend approval of the Certified Survey Map?

Background and Additional Information:

The applicant proposes to combine Parcels 41062, 41068, and 41070 into a single lot through a Certified Survey Map (CSM). The subject property is located at N6465 Harrison Road, just north of Faro Springs Road.

The purpose of the CSM is to combine the applicant's property into one lot totaling 0.721 acres.

The existing residential structure and mound septic system currently straddle Parcels 41062 and 41068. A boathouse and detached garage are located on Parcel 41070. The owner plans to raze the existing garage and construct a new accessory structure.

All three lots are zoned Rural Residential (RR) with Shoreland Overlay (SHO).

The owner is requesting a secondary driveway access point for the future new accessory structure. There are drainage issues between the house and the current accessory building.

Recommended Action:

Staff recommends approval of the Certified Survey Map (CSM) request with the following condition.

1. A second driveway access point is permitted, contingent upon removal of the existing garage, as well as approval of a zoning permit for a new structure and issuance of a right-of-way permit.

Attachments:

- Aerial Map
- CSM

All-In-One Map



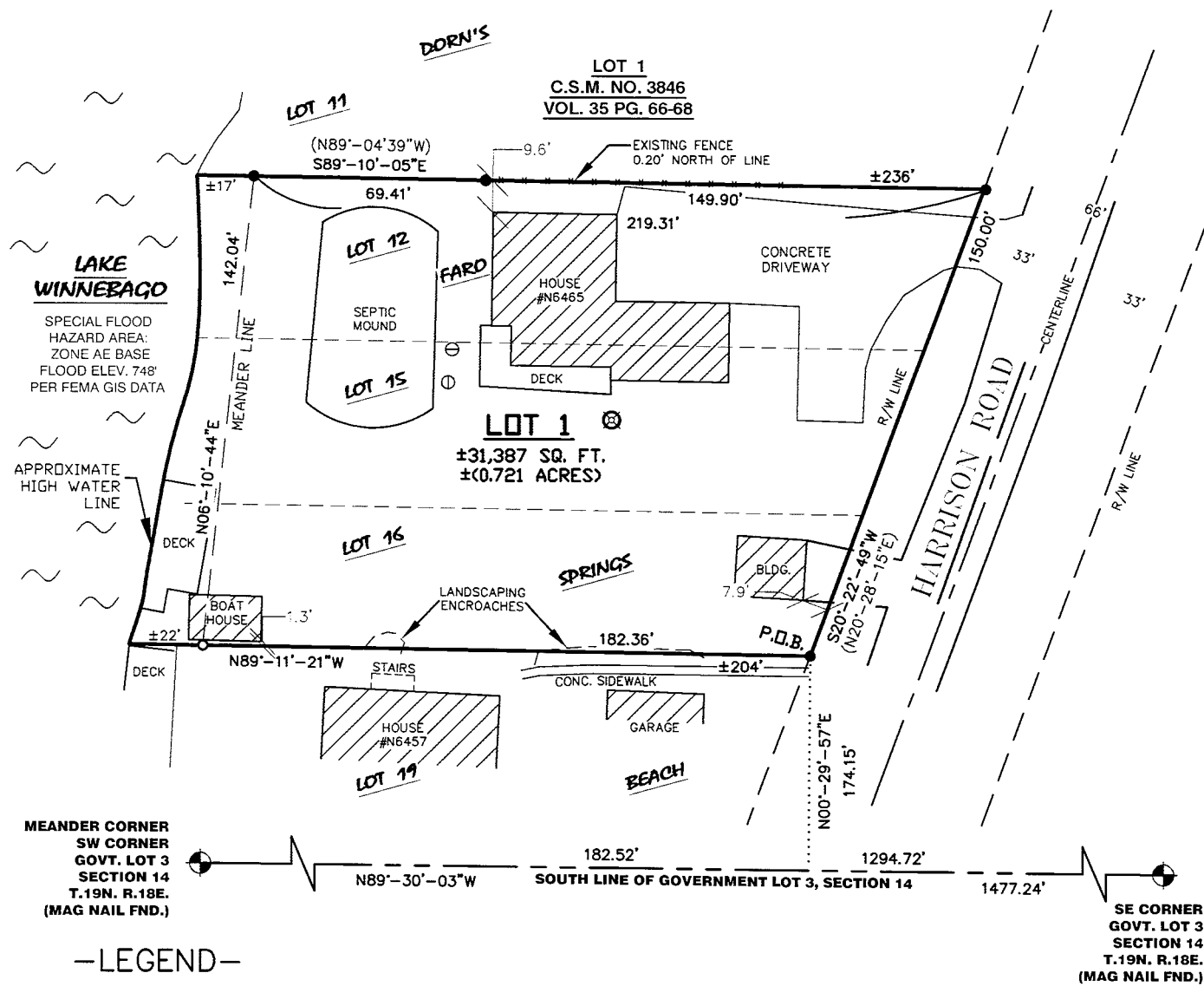
[Land Information Webpage](#) | [Calumet County Data Portal](#) | [Contact Us](#)

206 Court Street, Chilton, Wisconsin 53014 | 920-849-1442

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CERTIFIED SURVEY MAP NO. _____

ALL OF LOTS 12, 15, & 16, DORN'S FARO SPRINGS BEACH
PLAT, LOCATED IN GOVERNMENT LOT 3, SECTION 14,
T.19N., R.18E., VILLAGE OF HARRISON,
CALUMET COUNTY, WISCONSIN



SURVEYOR'S NOTES

-THE LANDS SURVEYED AND SHOWN HEREON ARE
SUBJECT TO ANY AND ALL RIPARIAN RIGHTS
LYING BETWEEN THE ORDINARY HIGH WATER
LINE AND THE WATERS EDGE OF LAKE
WINNEBAGO.

-THE ORDINARY HIGH WATER LINE IS
APPROXIMATE. CONTACT THE WISCONSIN
DEPARTMENT OF NATURAL RESOURCES OR
CALUMET COUNTY ZONING FOR EXACT LOCATION.

BEARINGS REFERENCED TO THE SOUTH
LINE OF THE SW1/4, SECTION 14
ASSIGNED: N89°-30'-03"W PER THE
CALUMET COUNTY COORDINATE SYSTEM



SURVEYED FOR:
JOHN & SUSAN DREWESKE
N6465 HARRISON RD.
HILBERT, WI 54129
DEED:
DOC. NO. 542173

MERIDIAN
SURVEYING, LLC
2020 Madison Street Office: 920-993-0881
New Holstein, WI 53061 Fax: 920-273-6037

DRAWN BY:	KR	FIELD WORK DATE:	2-9-26
CHECKED BY:	C.A.K.	FIELD BOOK:	X
JOB NO.:	17047	SHEET	1 OF 4

STATE OF WISCONSIN)
CALUMET COUNTY) SS

CERTIFIED SURVEY MAP NO. _____

ALL OF LOTS 12, 15 AND 16 OF DORN’S FARO SPRINGS BEACH PLAT, LOCATED IN GOVERNMENT LOT 3, SECTION 14, T.19N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

(Sheet 2 of 4)

SURVEYOR'S CERTIFICATE

I, Craig A. Keach, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, combined, monumented and mapped under the direction of Susan Drewieske, all of Lots Twelve (12), Fifteen (15) and Sixteen (16) of Dorn’s Faro Springs Beach Plat, located in Government Lot Three (3) of Section Fourteen (14), Township Nineteen (19) North, Range Eighteen (18) East, Village of Harrison, Calumet County, Wisconsin containing +/- 31,387 square feet (+/- 0.721 acres) of land and being described by:

Commencing a the Southeast Corner of said Government Lot 3; thence N89°-30’-03”W 1294.72 feet along the south line of said Government Lot 3; thence N00°-29’-57”E 174.15 feet to the southeast corner of Lot 16 of Dorn’s Faro Spring Beach Plat and the point of beginning; thence N89°-11’-21”W 182.36 feet along the south line of said Lot 16 to a point that is S89°-11’-21”E +/- 22 feet from the apparent ordinary high water line of Lake Winnebago and the beginning of a meander line; thence N06°-10’-44”E 142.04 feet along said meander line to a point on the north line of Lot 12 of Dorn’s Faro Springs Beach Plat; said point being S89°-10’-05”E +/- 17 feet from the apparent ordinary high water line of Lake Winnebago and the terminus of said meander line; thence S89°-10’-05”E 219.31 feet along the north line of said Lot 12 to its northeast corner thereof (also being a point on the westerly right of way line of Harrison Road); thence S20°-22’-49”W 150.00 feet along said westerly right of way line to the point of beginning. Being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the Village of Harrison and Calumet County in surveying, combining, monumenting, and mapping the same.

Dated this _____ day of _____, 2026.

Wisconsin Professional Land Surveyor
Craig A. Keach, S-2333

Survey Notes:

- Surveyed lands are contained wholly within Parcel No.41070, 41062 and 41068.
- Surveyed lands are contained wholly within Document No. 542173
- Owner(s) of Record: John P. and Susan M. Drewieske Living Trust dated April 2, 2018.

STATE OF WISCONSIN)
CALUMET COUNTY) SS

CERTIFIED SURVEY MAP NO. _____

ALL OF LOTS 12, 15 AND 16 OF DORN’S FARO SPRINGS BEACH PLAT, LOCATED IN GOVERNMENT
LOT 3, SECTION 14, T.19N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

(Sheet 3 of 4)

VILLAGE OF HARRISON CERTIFICATE

This Certified Survey Map in Section 14, Township 19 North, Range 18 East, Village of Harrison,
Calumet County, Wisconsin, is hereby approved.

Village of Harrison - President

Date

Village of Harrison - Clerk

Date

VILLAGE TREASURER'S CERTIFICATE

I being the duly elected qualified and acting treasurer of the Village of Harrison, do hereby certify that
in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this
_____ day of _____, 2026 on any lands included in this Certified Survey Map.

Village of Harrison – Treasurer

Date

COUNTY TREASURER'S CERTIFICATE:

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included
in this minor subdivision as of this _____ day of _____, 2026.

County Treasurer: Calumet County

Date

STATE OF WISCONSIN)
CALUMET COUNTY) SS

CERTIFIED SURVEY MAP NO. _____

ALL OF LOTS 12, 15 AND 16 OF DORN’S FARO SPRINGS BEACH PLAT, LOCATED IN GOVERNMENT
LOT 3, SECTION 14, T.19N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

(Sheet 4 of 4)

OWNER’S CERTIFICATE

As owner’s, We hereby certify that we caused the land on this Certified Survey Map to be surveyed, combined, monumented, and mapped as represented on this map. We also certify that this map is required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

John P. Drewieske – (Representative) _____ Date
John P. and Susan M. Drewieske Living Trust dated April 2, 2018

Susan M. Drewieske – (Representative) _____ Date
John P. and Susan M. Drewieske Living Trust dated April 2, 2018

NOTARY CERTIFICATE

Personally came before me this _____ day of _____ 2026.
The above owner’s to me known to be the person’s who executed the foregoing instrument and acknowledge the same.

Notary Public _____ County, Wisconsin.
My Commission Expires _____

PLAN COMMISSION MEETING

VILLAGE OF HARRISON**From:**

Josh Sherman, Zoning Administrator

Meeting Date:

March 24, 2026

Title:

Site Plan Review – Queen of Cleaning – W5006 Amy Avenue – Parcel 45302

Issue:

Should the Plan Commission recommend approval of the Queen of Cleaning site plan to the Village Board?

Background and Additional Information:

The Village Board approved a site plan for an 11,760 square foot building at this location on September 30, 2025. Since that time, the site plan and building design have been revised.

Queen of Cleaning has submitted a new proposal for the development of an office and storage facility located at W5006 Amy Avenue, Parcel 45302, being the northwest corner of Amy Avenue and Highline Road.

The proposed building will serve as headquarters of Queen of Cleaning. Queen of Cleaning specializes in residential cleaning services, including clutter removal and move-in/move-out cleaning. The business currently employs 35 staff members. Standard hours of operation are from 8:00 a.m. to 4:00 p.m. Monday through Friday. Minimal vehicles, which consist of standard-sized vans, will be stored outside.

The proposed building is 6,120 square feet and will feature brick façade below paneling along all elevations. Access into the front parking lot is off Amy Avenue. The interior will include office space, a supply room, storage areas, and a parking garage.

The proposed development aligns with the existing pattern of multi-tenant buildings to the north, west and south.

Recommended Action:

Staff recommends approval of the site plan with the following conditions. The conditions below must be met before the site plan permit is issued.

1. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of zoning and building permits.

2. The site plan is subject to the review and recommendations of the Village of Harrison's engineer(s) of record.
3. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
4. Village staff recommends an exception to the 25-foot rear setback, allowing the building to encroach 3-feet into the rear yard setback due to site constraints, including parking stall depth and the corner lot configuration.
5. Only those uses permitted in the applicable zoning district shall be allowed within the development.
6. All applicable local, County, and State rules, regulations, and ordinances shall be met.

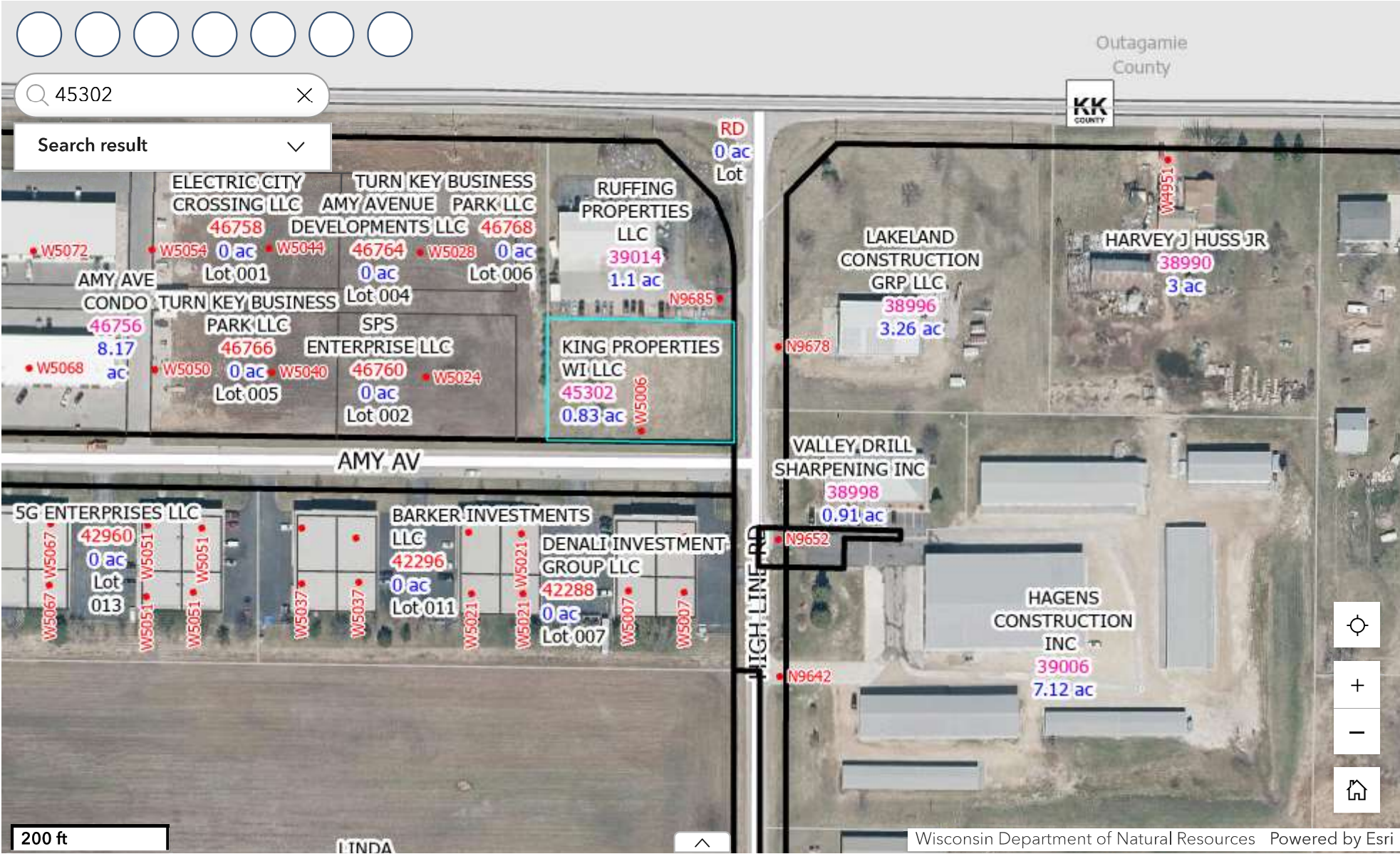
Attachments:

- Aerial Map
- Site Plan and Renderings

All-In-One Map

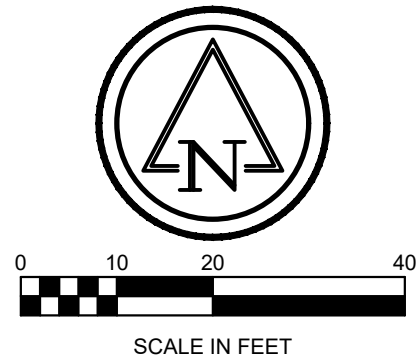
Section 7, Item b.

Appleton



AMY AVENUE DEVELOPMENTS LLC
W5072 AMY AVE
TAX KEY: 46762

RUFFING PROPERTIES LLC
N9685 HIGHLINE RD
TAX KEY: 39014



Keller

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Kaukauna, WI 54130
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1-800-236-2534
Fax (920)766-5004

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Middleton, WI 53562
Phone (608)445-2245

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WAUSAU
5605 Lilac Ave
Wausau, WI 54401
Phone (715)849-3141
Fax (715)849-3181

www.kellerbuilds.com

PROPOSED FOR:

QUEEN OF CLEANING

WISCONSIN 54130

AMY AVE. KAUKAUNA,

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REVISIONS

PROJECT MANAGER:

G. FRAZIER

DESIGNER:

C. MEISEL

DRAWN BY:

G. DEPREY

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO:

CONTRACT NO:

DATE:

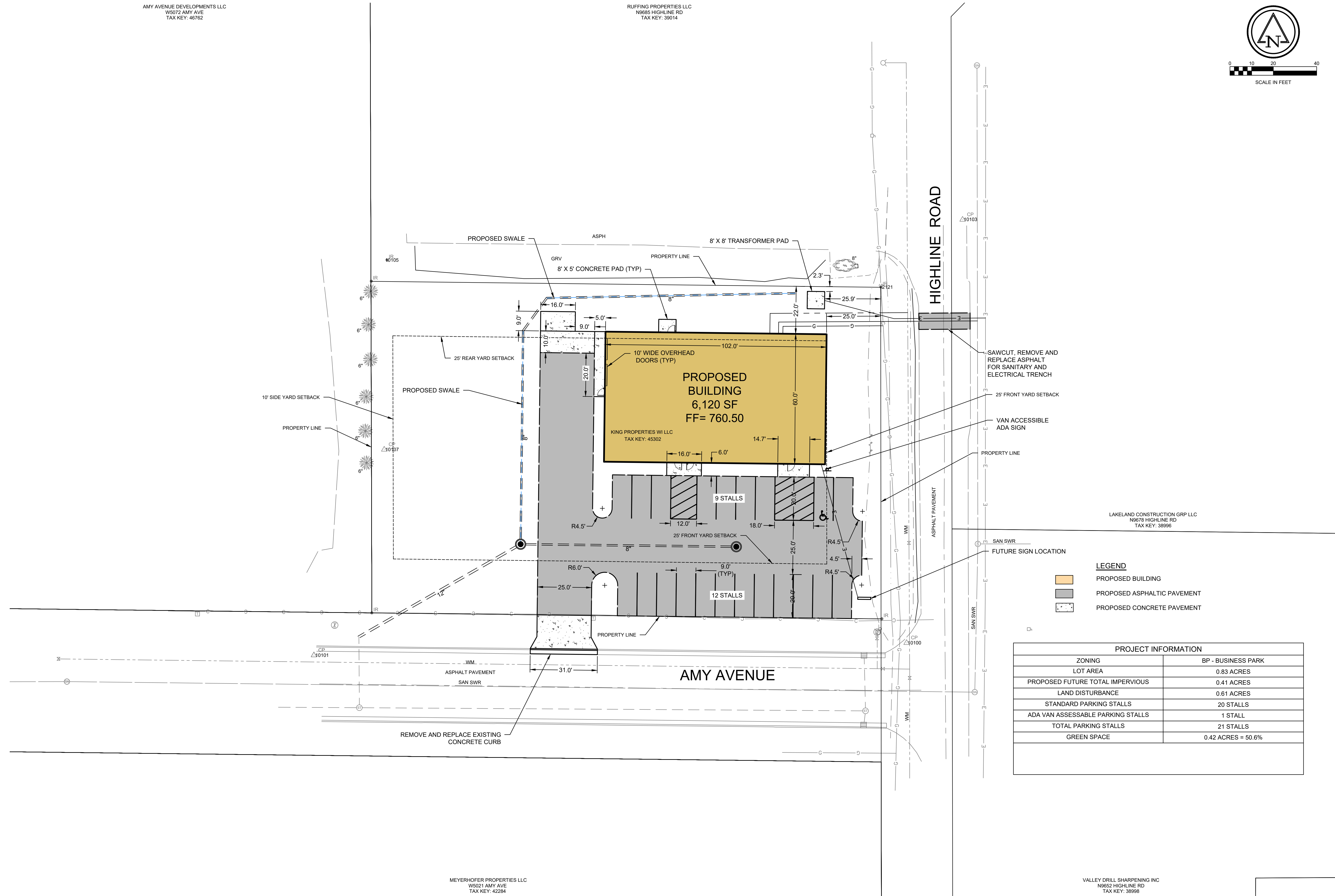
03/10/2026

SHEET:

C5.0

SITE PLAN

"ISSUED NOT FOR CONSTRUCTION"



Ruekert • Mielke
Waukesha • Kenosha • Madison
Global Water Center • Fox Valley
www.ruekertmielke.com

RUEKERT/MIELKE TAKES NO RESPONSIBILITY FOR ANY UNDERGROUND STRUCTURES OR BURIED MATERIALS SUCH AS, BUT NOT LIMITED TO, FOUNDATIONS, WELLS, SEPTIC, HOLDING TANKS, UTILITIES, HAZARDOUS MATERIALS, OR ANY OTHER ITEMS OF WHICH NO EVIDENCE CAN BE FOUND ON THE SURFACE BY A REASONABLE INSPECTION.

PURSUANT TO WISCONSIN STATUTE 182.0175, AVAILABLE DATA ON UNDERGROUND STRUCTURES, CONDUIT AND PIPES HAS BEEN SHOWN ON THIS MAP. THE LOCATIONS SHOWN HAVE BEEN COMPILED FROM A COMBINATION OF EXISTING UTILITY MAPS AND MARKINGS PLACED IN THE FIELD FOR THE VARIOUS FACILITIES BY "DIGGERS HOTLINE" (TICKET NO. - & -) SHALL NOT BE TAKEN AS CONCLUSIVE. FIELD VERIFICATION SHALL BE REQUIRED BEFORE ANY EXCAVATION.

AMY AVENUE DEVELOPMENTS LLC
W5072 AMY AVE
TAX KEY: 46762

RUFFING PROPERTIES LLC
N9685 HIGHLINE RD
TAX KEY: 39014

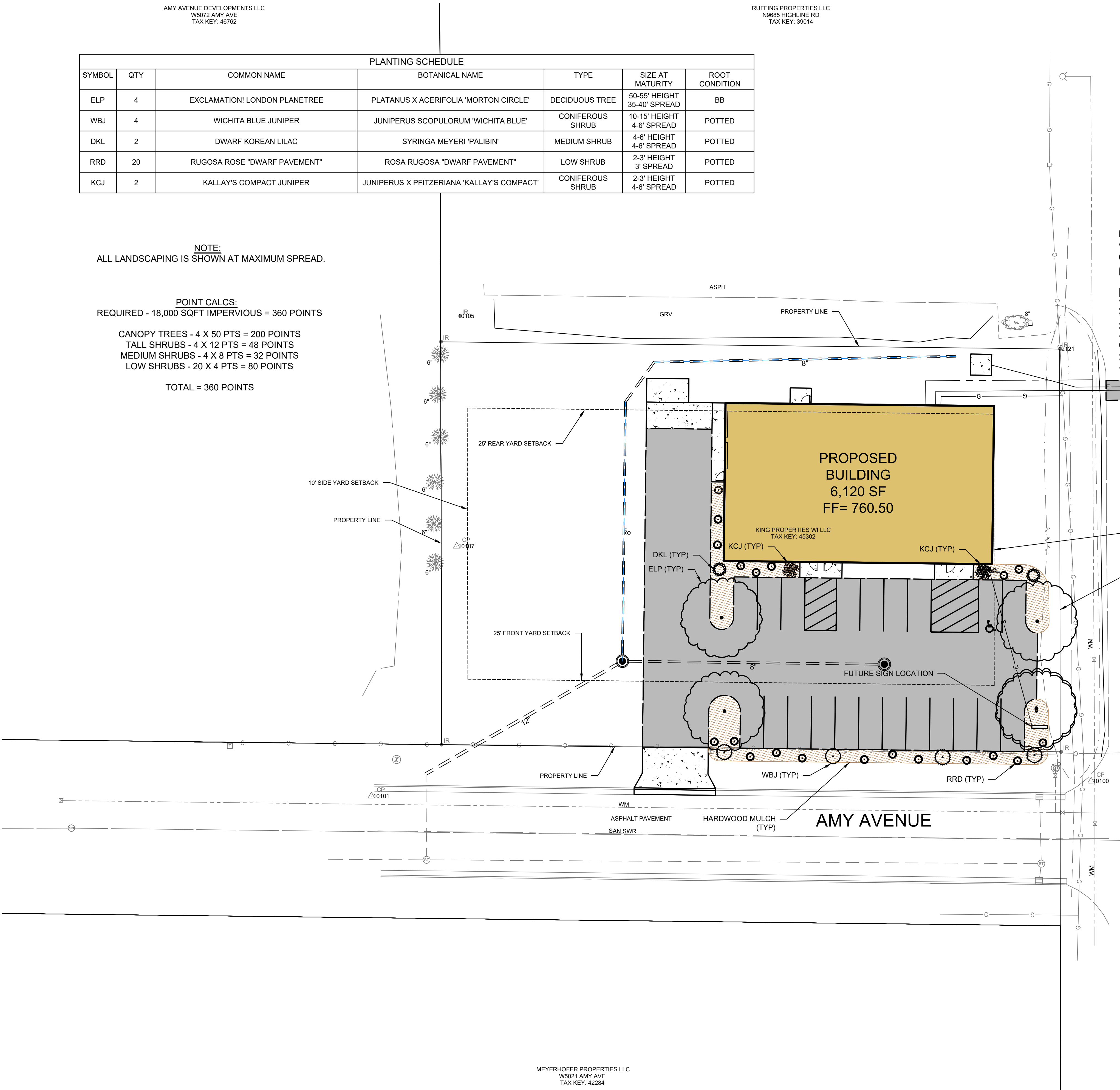
PLANTING SCHEDULE						
SYMBOL	QTY	COMMON NAME	BOTANICAL NAME	TYPE	SIZE AT MATURITY	ROOT CONDITION
ELP	4	EXCLAMATION! LONDON PLANETREE	PLATANUS X ACERIFOLIA 'MORTON CIRCLE'	DECIDUOUS TREE	50-55' HEIGHT 35-40' SPREAD	BB
WBJ	4	WICHITA BLUE JUNIPER	JUNIPERUS SCOPULORUM 'WICHITA BLUE'	CONIFEROUS SHRUB	10-15' HEIGHT 4-6' SPREAD	POTTED
DKL	2	DWARF KOREAN LILAC	SYRINGA MEYER 'PALIBIN'	MEDIUM SHRUB	4-6' HEIGHT 4-6' SPREAD	POTTED
RRD	20	RUGOSA ROSE "DWARF PAVEMENT"	ROSA RUGOSA "DWARF PAVEMENT"	LOW SHRUB	2-3' HEIGHT 3' SPREAD	POTTED
KCJ	2	KALLAY'S COMPACT JUNIPER	JUNIPERUS X PFITZERIANA 'KALLAY'S COMPACT'	CONIFEROUS SHRUB	2-3' HEIGHT 4-6' SPREAD	POTTED

NOTE:
ALL LANDSCAPING IS SHOWN AT MAXIMUM SPREAD.

POINT CALCS:
REQUIRED - 18,000 SQFT IMPERVIOUS = 360 POINTS

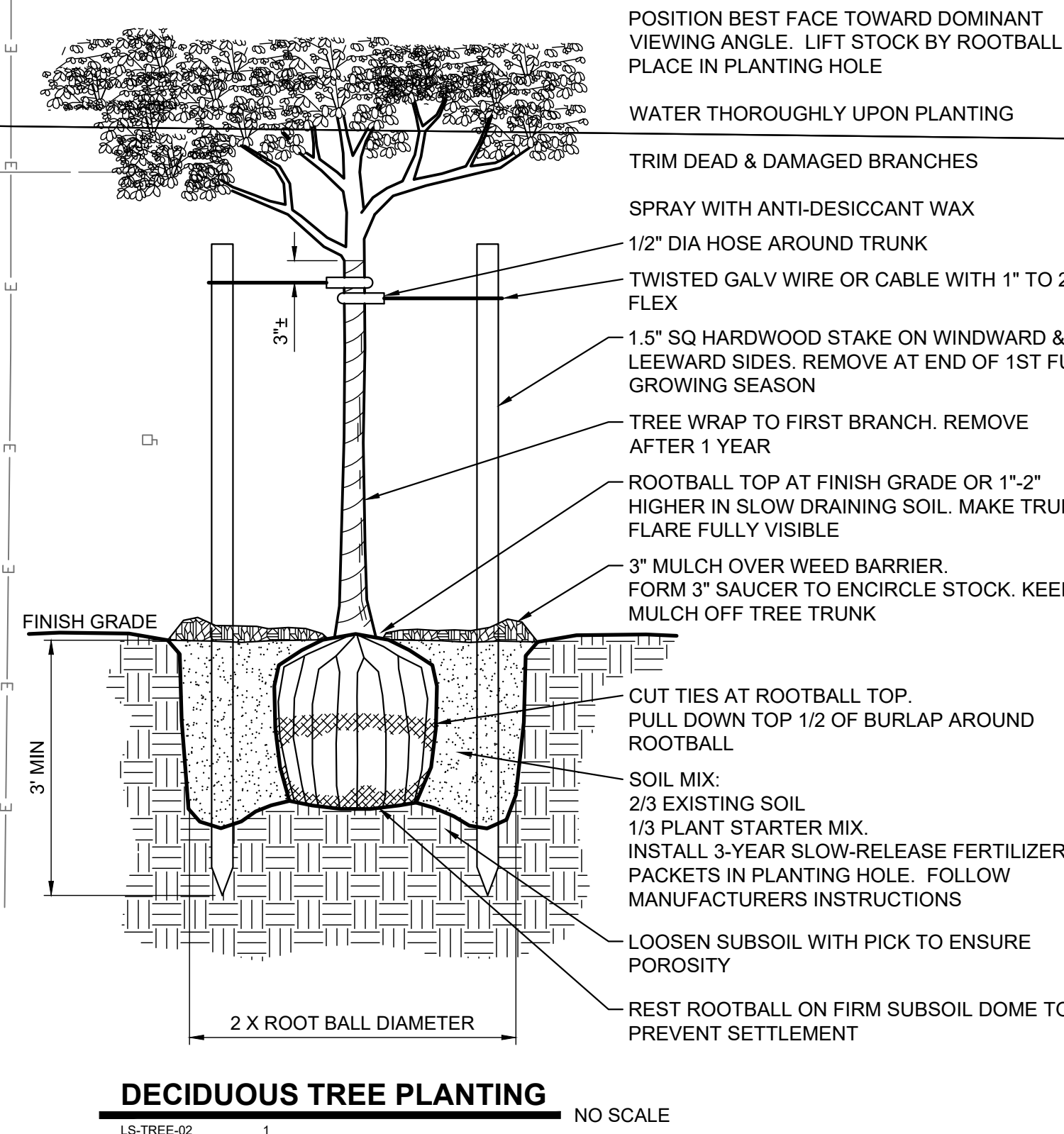
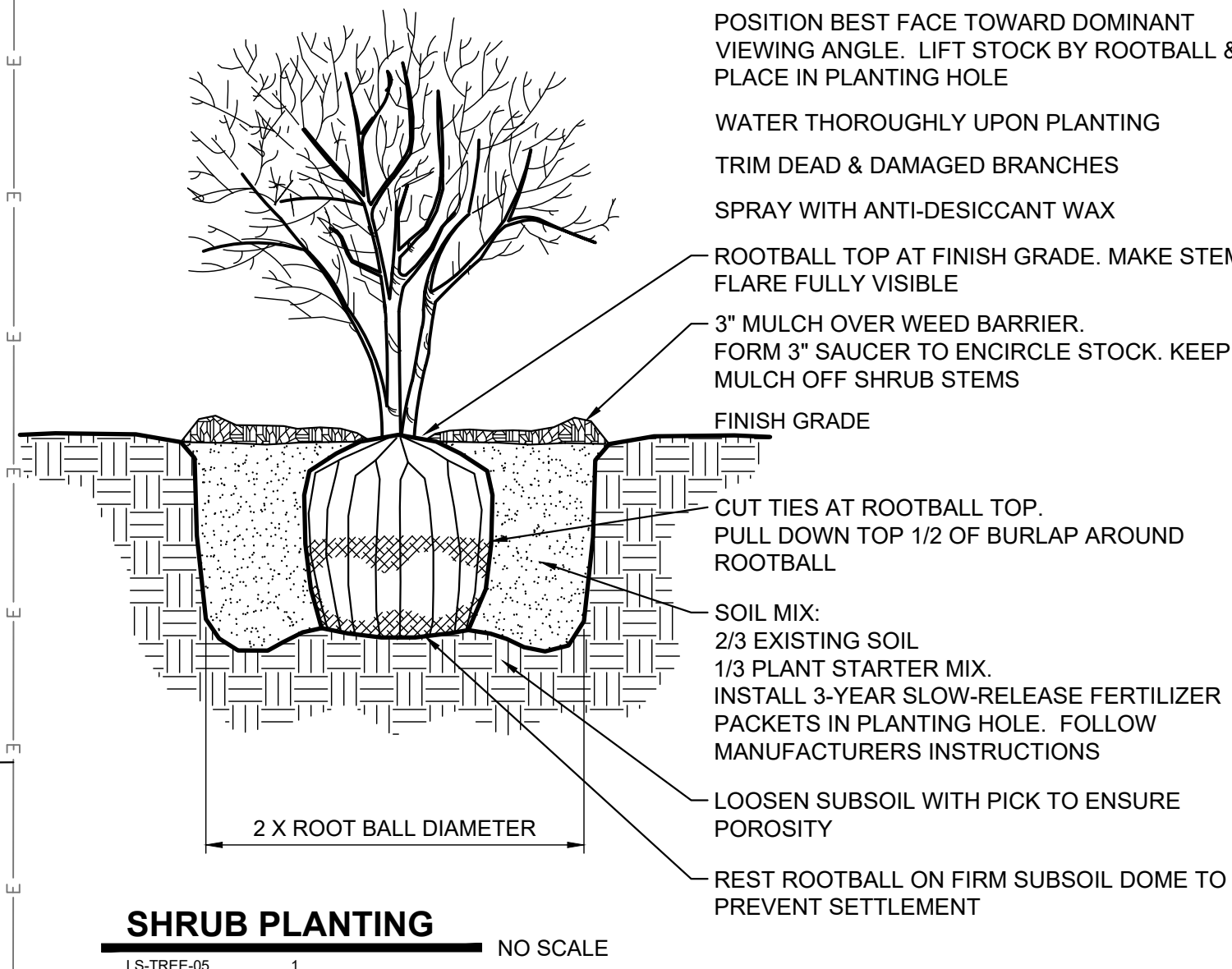
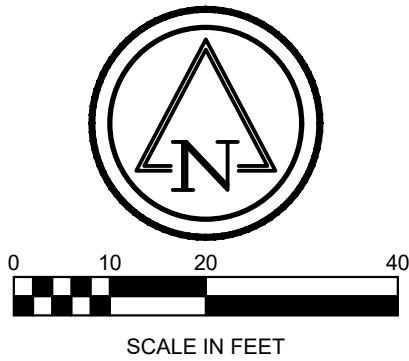
CANOPY TREES - 4 X 50 PTS = 200 POINTS
TALL SHRUBS - 4 X 12 PTS = 48 POINTS
MEDIUM SHRUBS - 4 X 8 PTS = 32 POINTS
LOW SHRUBS - 20 X 4 PTS = 80 POINTS

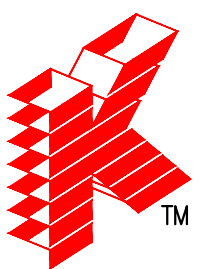
TOTAL = 360 POINTS



MEYERHOFER PROPERTIES LLC
W5021 AMY AVE
TAX KEY: 42284

VALLEY DRILL SHARPENING INC
N8652 HIGHLINE RD
TAX KEY: 38998





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PROPOSED FOR:

QUEEN OF CLEANING

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REVISIONS	
PROJECT MANAGER:	G. FRAZIER
DESIGNER:	C. MEISEL
DRAWN BY:	G. DEPREY
EXPEDITOR:	-----
SUPERVISOR:	-----
PRELIMINARY NO:	-----
CONTRACT NO:	-----
DATE:	03/10/2026
SHEET:	L1.0

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QUEEN OF CLEANING

KAUKAUNA,

WISCONSIN





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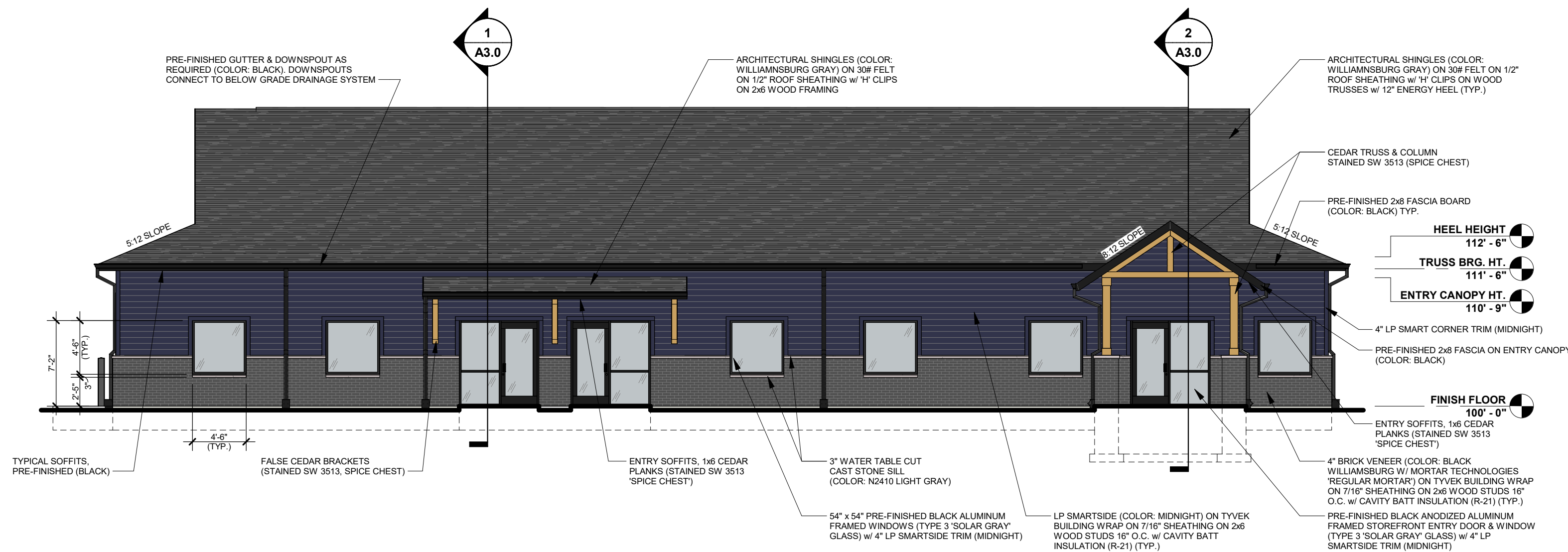
FOX CITIES
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1-800-236-2534
FAX (920) 766-5004

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711 Lohr Dr.
Sun Prairie, WI 53590
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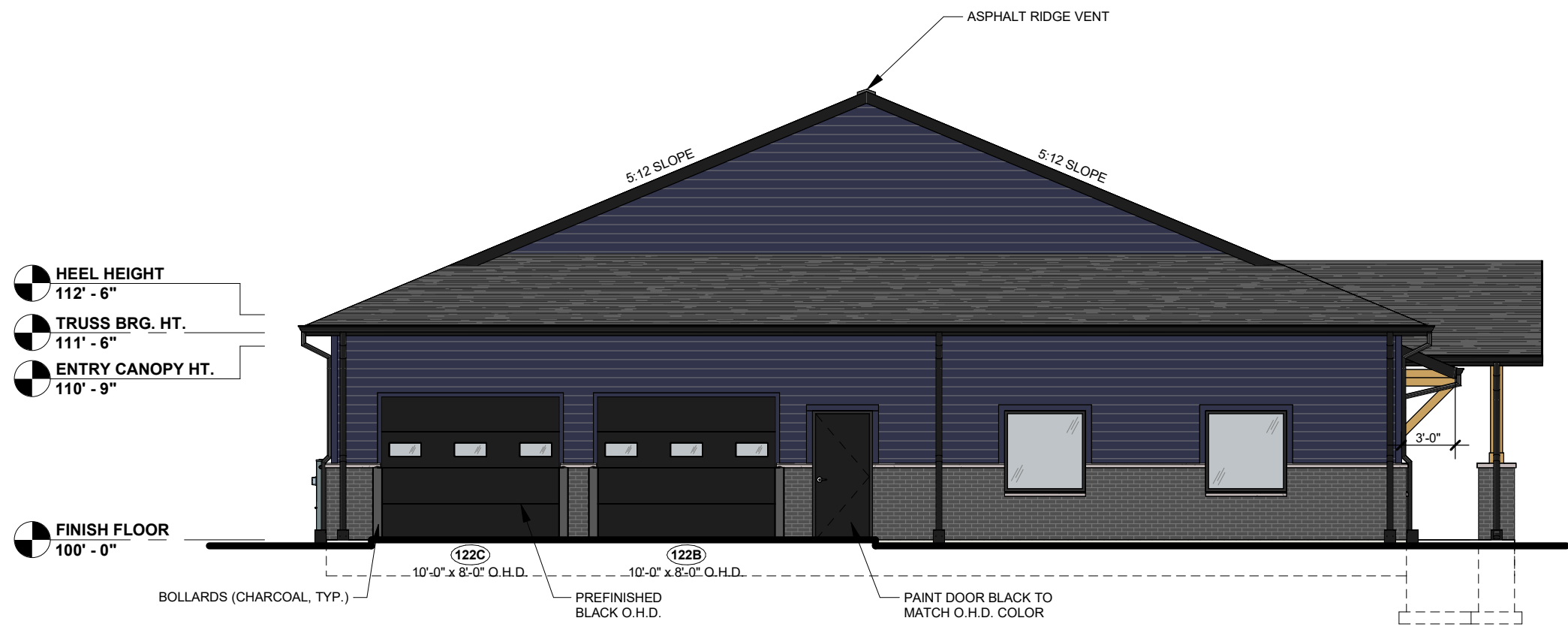
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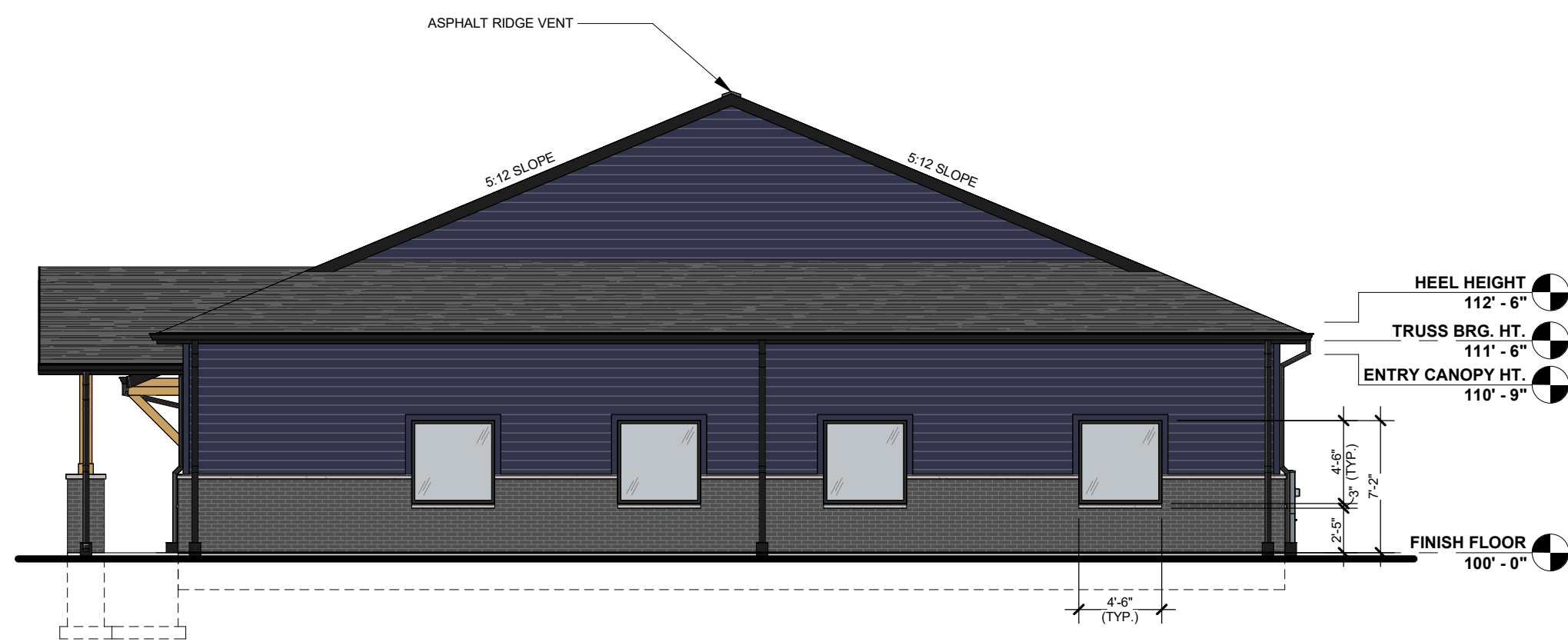
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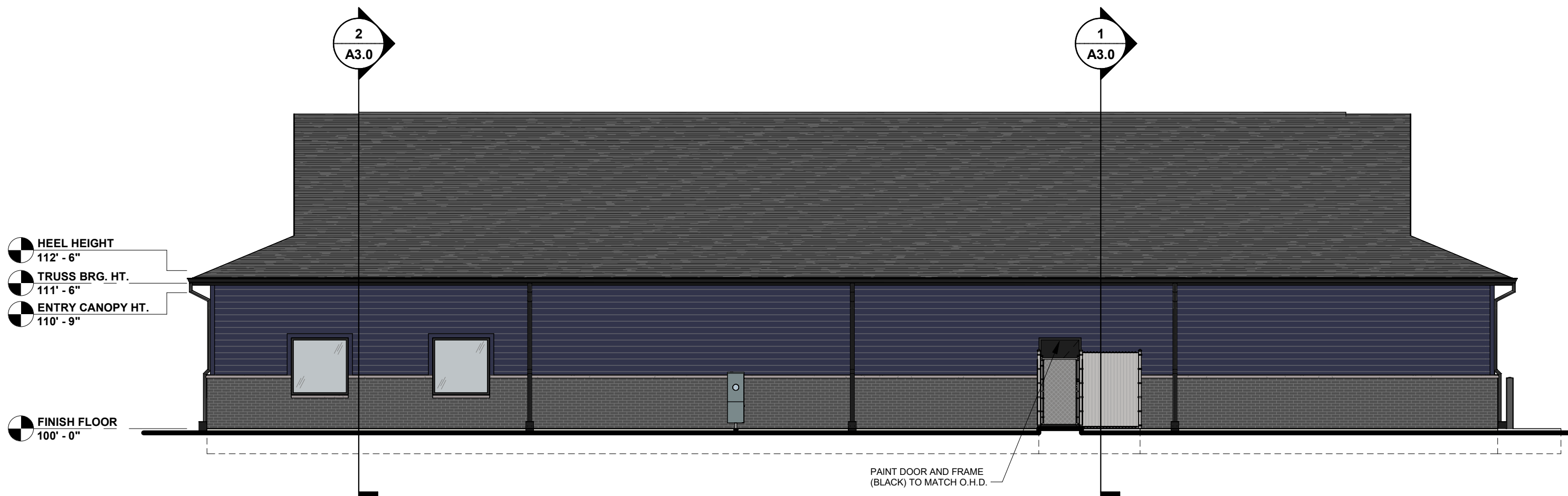
SOUTH ELEVATION
1/8" = 1'-0"



WEST ELEVATION
1/8" = 1'-0"



EAST ELEVATION
1/8" = 1'-0"



NORTH ELEVATION
1/8" = 1'-0"

PROPOSED FOR:

QUEEN OF CLEANING

AMY AVE.
KAUKAUNA,

WISCONSIN 54130

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REVISIONS

1	08.06.2025	J.R.S.
2	08.15.2025	J.R.S.
3	09.11.2025	J.R.S.
4	11.24.2025	J.R.S.
5	12.30.2025	J.R.S.
6	01.13.2026	C. TEAFOE

PROJECT MANAGER:

G. FRAZER

DESIGNER:

S. KLESSIG

INTERIOR DESIGNER:

DRAWN BY:

J.R.S.

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO:

P25171

CONTRACT NO:

DATE:

07.22.2025

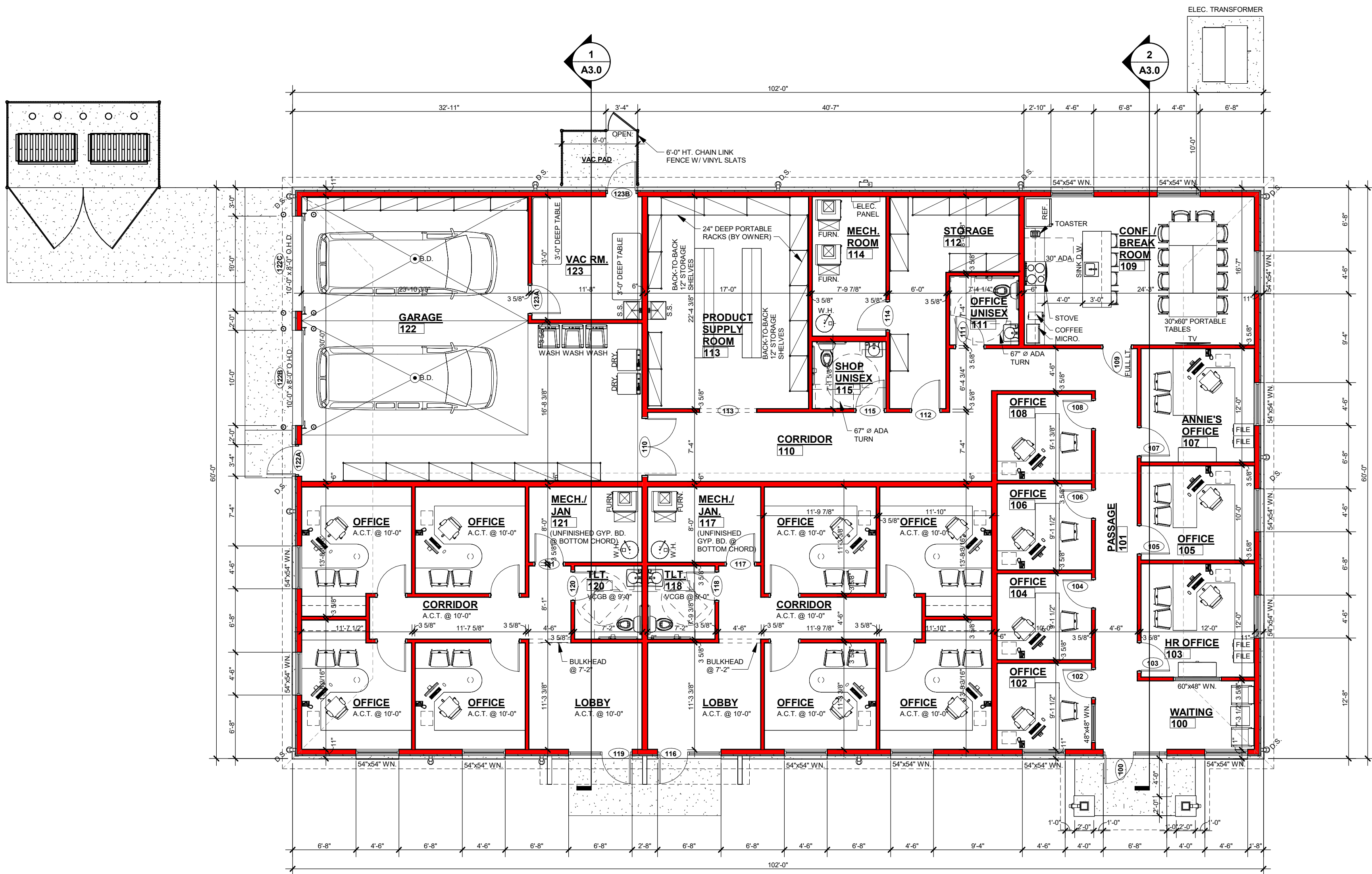
SHEET:

A2.0

PRELIMINARY - NOT FOR CONSTRUCTION

DOOR & WINDOW VALUES

WINDOWS:	U VALUE	0.22
	SHGC	0.22
	VT	0.22
DOORS:	U VALUE	0.38
(SWINGING)		
O.H. DOORS:	U VALUE	0.11
(NON-SWINGING)		
DOORS:	U VALUE	0.22
(90% GLAZING)	SHGC	0.22
	VT	0.22



NORTH
ALTERNATE FLOOR PLAN
1/8" = 1'-0"

WALL KEY	
	NEW WALL/FURRING
	NEW MASONRY/ VENEER WALL
	NEW COOLER/ FREEZER WALLS
	NEW FOUNDATION WALL
	NEW IMP WALL
	NEW PRECAST WALL
	EXISTING MASONRY WALL
	TYPICAL EXISTING WALL
	DEMO MASONRY WALL
	DEMO WALLS
	FIRE WALL OR FIRE BARRIER

PRELIMINARY - NOT FOR CONSTRUCTION

PROPOSED FOR:

QUEEN OF CLEANING

AMY AVE.
KAUKAUNA,

WISCONSIN 54130

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3	09.11.2025	J.R.S.
4	11.24.2025	J.R.S.
5	12.30.2025	J.R.S.
6		

PROJECT MANAGER:

G. FRAZER

DESIGNER:

S. KLESSIG

INTERIOR DESIGNER:

DRAWN BY:

J.R.S.

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO:

P25171

CONTRACT NO:

DATE:

07.22.2025

SHEET:

A1.1



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FAX (262) 250-9740

WAUSAU

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FAX (715) 849-3181

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Village of Harrison
February-26 Zoning Permit Report

	Current Year					Previous Year				
	Permits		YTD Permits	Estimated Value	YTD Estimate Value	Permits		YTD Permits	Estimated Value	YTD Estimate Value
Residential										
Single Family	5		17	\$ 2,310,000	\$ 7,135,000	4		9	\$ 2,385,000	\$ 5,285,000
Two Family (units)	0	(0)	0	\$ 0	\$ 0	0	(0)	0	\$ 0	\$ 0
Multi Family (units)	0	(0)	0	\$ 0	\$ 0	0	(0)	0	\$ 0	\$ 0
Additions	2		2	\$ 225,900	\$ 225,900	0		2	\$ 0	\$ 45,300
Acc. Structures	0		0	\$ 0	\$ 0	2		4	\$ 112,000	\$ 184,200
Miscellaneous	8		9	\$ 265,000	\$ 276,000	4		9	\$ 33,600	\$ 64,000
Total Residential	15		28	\$ 2,800,900	\$ 7,636,900	10		24	\$ 2,530,600	\$ 5,578,500
Com./Ind.										
New	0		0	\$ 0	\$ 0	1		1	\$ 278,100	\$ 278,100
Additions	0		0	\$ 0	\$ 0	0		0	\$ 0	\$ 0
Acc. Structures	0		0	\$ 0	\$ 0	0		0	\$ 0	\$ 0
Miscellaneous	1		3	\$ 15,000	\$ 29,000	1		1	\$ 4,900	\$ 4,900
Total Com./Ind.	1		3	\$ 15,000	\$ 29,000	2		2	\$ 283,000	\$ 283,000
Combined Total	16		31	\$ 2,815,900	\$ 7,665,900	12		26	\$ 2,813,600	\$ 5,861,500