

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



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**Public Hearing and Special Board of Trustees Meeting
of the Village of Birchwood will be held on March 23, 2026 at 5:00 pm
at the Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
 - a. Clerk to note attendance: R. VanGilder, B. Darkow, P. Parkos, T. LeBrocq, R. Seffinga
4. Public Notice
 - a. Posted at Birchwood Post Office, Village Hall, Pioneer Market & Deli, and the Village Website

Public Hearing Items:

5. Open Public Hearing
6. Public Comments (comments limited to public hearing matters only.)
7. Ordinance Amendment 1-2026 Conditional Use – ATV and Car Wash
 - a. Public comments on proposed amendments to Chapter 28, Article 11, Divisions 6 and 7 of the Village of Birchwood Code of Ordinances. The amendment would add “ATV and Car Wash” as a conditional use in the Community Business District (C-1) and Central Business District (CBD).
8. Ordinance Amendment 2-2026 Use of Storage Containers
 - a. Public comments on proposed amendments to Chapter 28, Section 28-652 and adoption of Section 28-653 of the Village of Birchwood Code of Ordinances. The amendment addresses regulations for temporary and permanent use of storage containers, including permit requirements, placement, maintenance, and use for dwelling purposes.
9. Ordinance Amendment 3-2026 Wellhead Protection
 - a. Public comments on proposed amendments to Division 2, Wellhead Protection, Chapter 26, Article IV, Water Wells of the Village of Birchwood Code of Ordinances. The amendment clarifies and updates the Wellhead Protection Ordinance to strengthen groundwater protection, update definitions, revise permitted and conditional uses, and align separation distances and enforcement procedures with state regulations.
10. Close Public Hearing

Regular Board Meeting Items:

1. 2025 Audit
 - a. Two Rivers Accounting to present 2025 Audit Review

The meeting is open to the public and is handicapped accessible.

Agendas are posted in three public places which are the Village Hall, Pioneer Market and Birchwood United States Postal Service Office notice boards, and on the village website www.birchwoodvillagewi.com to comply with Resolution 175-15.



2. Water Meter Replacement
 - a. Discuss upgrade options to existing utility meter system.
3. Approve Contracts-Tabled from March 10, 2026 meeting
 - a. Long Lake Sanitation-renews April 1st
 - b. Ken-Way Services-renews May 1st
4. CD Maturity
 - a. Dowd Foundation CD Maturity – discussion and possible action on renewal
5. Resolution No 276-26 Issuance of Tax-Exempt Promissory Note with Dairy State Bank for TID No 1 Projects
 - a. Discussion and possible adoption of Resolution 276-26, \$550,000 tax-exempt promissory note with Dairy State Bank to finance TID No. 1 project amendments.
6. Resolution 275-26 Adopting the Village of Birchwood Revised Fee Schedule
 - a. Discussion and possible adoption of Resolution 275-26, adopting separate Municipal, Utility, and Building Inspector Fee Schedules and updating the Village fee structure for clarity, transparency, and administrative consistency.
7. Ordinance Amendment 4-2026 – Parcel Combination
 - a. Discussion and possible action of an ordinance amendment creating Sec. 22-294 of the Village Code to establish requirements for parcel combinations (assemblages).
8. Ordinance Amendment 5-2026 – Building Permit and Land Use Permit
 - a. Review and consider adoption of an ordinance amendment to Chapter 28 of the Village Code clarifying the distinction between building permits and land use permits.
9. Board Action on Public Hearing Items
 - a. Ordinance Amendment 1-2026 Conditional Use – ATV and Car Wash
 - i. Consideration and possible approval of proposed amendments to Chapter 28, Article 11, Divisions 6 and 7 of the Village of Birchwood Code of Ordinances. The amendment would add “ATV and Car Wash” as a conditional use in the Community Business District (C-1) and Central Business District (CBD).
 - b. Ordinance Amendment 2-2026 Use of Storage Containers
 - i. Consideration and possible approval of proposed amendments to Chapter 28, Section 28-652 and adoption of Section 28-653 of the Village of Birchwood Code of Ordinances. The amendment addresses regulations for temporary and permanent use of storage containers, including permit requirements, placement, maintenance, and use for dwelling purposes.
 - c. Ordinance Amendment 3-2026 Wellhead Protection
 - i. Consideration and possible approval of proposed amendments to Division 2, Wellhead Protection, Chapter 26, Article IV, Water Wells of the Village of Birchwood Code of Ordinances. The amendment clarifies and updates the Wellhead Protection Ordinance to strengthen groundwater protection, update definitions, revise permitted and conditional uses, and align separation distances and enforcement procedures with state regulations.
10. Public opening of sealed bids and approval for Village Projects

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- a. Orchard Avenue Extension (TID 1 Project)
 - i. Review and discussion of submitted bids.
 - ii. Tentative contract awards for project, pending board approval
 - b. Cedar Avenue & Main Street Improvements (TID 1 Project)
 - i. Review and discussion of submitted bids.
 - ii. Tentative contract awards for project, pending board approval
 - c. Tennis/Pickleball Court (TID 1 Project)
 - i. Review and discussion of submitted bids.
 - ii. Tentative contract awards for project, pending board approval
11. Adjournment.

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