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## Wisconsin Municipalities with Commercial Plumbing Plan Review Delegated Authority – March 21, 2023

NOTE: This list and the contact information are updated regularly. Please contact the Department if this list contains an error.

### Wisconsin Administrative Code § SPS 382.20(2)

This section establishes the manner under which cities, villages, towns, and counties may perform commercial plumbing plan reviews under [Wisconsin Statute § 145.05\(5\)\(a\)](#).

1. Municipalities delegated responsibilities under [Wis. Admin. Code § SPS 361.20\(1\)\(b\)](#) are delegated to perform plan reviews of the installations listed below [[Wis. Admin. Code § SPS, Table 382.20-2](#)].

- New installations, additions, and alterations to drain systems, vent systems, water service systems, and water distribution systems involving 16 or more plumbing fixtures to be installed in connection with public buildings.
- Grease interceptors to be installed for public buildings.
- Garage catch basins, carwash interceptors and oil interceptors to be installed for public buildings and facilities.
- Sanitary dump stations.
- Piping designed to serve as private water mains.
- Piping designed to serve as private interceptor main sewers greater than 4 inches in diameter when sized for gravity flow.
- Stormwater systems, not including infiltration plumbing systems, serving a public building or facility where the drainage area is one acre or more.
- Mixed wastewater holding device.
- 1<sup>st</sup> Class City Only: Water supply systems and drain systems to be installed for manufactured home communities and campgrounds and chemical waste systems regardless of the number of plumbing fixtures.

Previously, a municipality may have also been delegated for one or both of the additional responsibilities:

2. Stormwater and clearwater infiltration plumbing systems servicing a public building or facility. [[Wis. Admin. Code § SPS, Table 382.20-1 \(6\)](#)]
3. Treatment systems, other than POWTS, designed to treat water for compliance with Table 382.70-1. [[Wis. Admin. Code § SPS, Table 382.20-1 \(7\)](#)]

Per [Wis. Admin. Code § 382.20\(2\)\(b\)](#), a delegated municipality may waive its jurisdiction for plan review and approval of any project. To do so, the municipality must provide the Department with a written request prior to the plans being submitted.

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Note that pursuant to [Wis. Admin. Code § SPS 382.20\(2\)\(a\)](#), a municipality has the authority to perform commercial plumbing inspections, without delegation from the Department, if the municipality utilizes properly certified inspectors.

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The following table identifies the municipalities that are delegated the primary responsibility to perform commercial plumbing plan review under Wis. Admin. Code § SPS 361.20(1)(b). The list includes:

- Each municipality's delegated plan review responsibilities, as numbered above, under its Wis. Admin. Code § SPS 382.20 delegation authority, if applicable.
- A link to each municipality's delegated authority approval letter from the Department. (Click on the number in the Delegation Authority column to view the municipality's approval letter.)
- Municipal and plan reviewer contact information for each municipality. Note the municipality's delegation is not contingent on the specific individuals identified on this list or in the linked approval letter.

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Contact the municipalities in the following list for commercial plumbing plan review. For projects within municipalities not listed below, contact the Department.

| Line | Municipality, County (DOA Code)                  | Delegation Authority | Municipality's Contact   | Plan Reviewer  |
|------|--|----------------------|--|--|
| 1.   | City of Appleton, In Multiple Counties (44201)   | 1                    | Kurt Craanen, Inspection Supervisor, at 920-832-6413 or kurt.craanen@appleton.org                              | Jim Becker at 920-832-6420 or jim.becker@appleton.org                              |
| 2.   | City of Beloit, Rock County (53206)              | 1                    | Julie Christensen, Community Development Director, at 608-364-6703 or christensenj@beloitwi.gov                | Mitchell Genz at 608-364-6700 or genzm@beloitwi.gov                                |
| 3.   | City of Brookfield, Waukesha County (67206)      | 1                    | Michelle Luedtke, Clerk, at 262-782-9650 or luedtke@ci.brookfield.wi.us  | Burgess McMillian at 262-796-6683 or mcmillian@ci.brookfield.wi.us                 |
| 4.   | City of Cudahy, Milwaukee County (40211)         | 1                    | Abraham Herrera, Inspection Services Manager, at 414-769-2211 or abrahamh@udahy-wi.gov                         | Abraham Herrera at 414-769-2211 or abrahamh@udahy-wi.gov                           |
| 5.   | City of Fitchburg, Dane County (13225)           | 1                    | Chad Brecklin, Administrator, at 608-270-4208 or chad.brecklin@fitchburgwi.gov                                 | Michael Romens (E-Plan Exam) at 414-459-1606 or mikeromens@eplanexam.com           |
| 6.   | City of Fond du Lac, Fond du Lac County (20226)  | 1                    | Doug Hoerth (C. Fond du Lac), Chief Building Inspector, at 920-322-3572 or dhoerth@fdl.wi.gov                  | Patrick Kennedy (C. Fond du Lac) at 920-322-3570 or fdlinpections@fdl.wi.gov       |
| 7.   | City of Glendale, Milwaukee County (40231)       | 1,2,3                | Rachel A. Safstrom, Administrator, at 414-228-1705 or r.safstrom@glendalewi.gov                                | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com                    |
| 8.   | City of Green Bay, Brown County (05231)          | 1,2,3                | Celestine Jeffreys, Clerk, at 920-448-3014 or clerk@greenabywi.gov   | Jason Sladky at 920-448-3298 or jasonsl@greenbaywi.gov                             |
| 9.   | City of Greenfield, Milwaukee County (40236)     | 1                    | Kristi Porter, Community Development Manager, at 414-329-5342 or kristi.porter@greenfieldwi.us                 | Brian Hohnke at 414-329-5328 or brian.hohnke@greenfieldwi.us                       |
| 10.  | City of Janesville, Rock County (53241)          | 1                    | Lori Stottler, Clerk/Treasurer, at 608-755-3072 or stottlerl@ci.janesville.wi.us                               | John Glick at 608-755-3064 or glickj@ci.janesville.wi.us                           |
| 11.  | City of Kaukauna, In Multiple Counties (44241)   | 1                    | Joe Stephenson, Director of Planning and Community Development, at 920-766-6315 or jstephenson@kaukauna-wi.org | Michael Romens (E-Plan Exam) at 414-459-1606 or mikeromens@eplanexam.com           |
| 12.  | City of Kenosha, Kenosha County (30241)          | 1,2,3                | Richard Kath, Inspection Supervisor, at 262-653-4274 or rkath@kenosha.org                                      | Kevin Milkolas at 262-653-4270 or kmikolas@kenosha.org                             |
| 13.  | City of Madison, Dane County (13251)             | 1                    | Kyle Bunnow, Plan Review and Inspection Supervisor, at 608-266-6503 or kbunnow@cityofmadison.com               | Terry Smith (C. Madison) at 608-266-4551 or bldginspect@cityofmadison.com          |
| 14.  | City of Marshfield, In Multiple Counties (71251) | 1,2,3                | Jessica Schiferl, Clerk, at 715-486-2022 or Jessica.Schiferl@ci.marshfield.wi.us                               | Brian Dillinger at 715-486-2017 or brian.dillinger@ci.marshfield.wi.us             |
| 15.  | City of Middleton, Dane County (13255)           | 1,2,3                | Lorie Burns, Clerk, at 608-821-8350 or lburns@ci.middleton.wi.us   | Kent Larson at 608-821-8384 or klasron@ci.middleton.wi.us                          |
| 16.  | City of Milwaukee, In Multiple Counties (40251)  | 1                    | Erica Roberts, Commissioner of Buildings, at 414-286-6344 or errober@milwaukee.gov                             | Korry Spencer at 414-286-3116 or kospen@milwaukee.gov                              |
| 17.  | City of Mineral Point, Iowa County (25251)       | 1                    | Christy Skelding, Clerk/Treasurer, at 608-987-2361 or cityclerk@cityofmineralpointwi.gov                       | Terry Smith (General Engineering) at 608-742-2169 or tmsith@generalengineering.net |
| 18.  | City of Onalaska, La Crosse County (32265)       | 1                    | Brad Neumeister, Lead Building Inspector, at 608-780-0981 or bneumeister@onalaskawi.gov                        | Michael Romens (E-Plan Exam) at 414-459-1606 or mikeromens@eplanexam.com           |
| 19.  | City of Oshkosh, Winnebago County (70266)        | 1                    | Nicole Krahn, Chief Building Official, Inspection Services, at 920-236-5119 or nkrahn@ci.oshkosh.wi.us         | Jon Mueller at 920-236-5049 or jmueller@ci.oshkosh.wi.us                           |
| 20.  | City of Pewaukee, Waukesha County (67270)        | 1                    | Nick Fuchs, Planner and Community Development Director, at 262-691-9107 or fuchs@pewaukee.wi.us                | Randy Romens (C. Pewaukee) at 262-691-9107 or romens@pewaukee.wi.us                |
| 21.  | City of Racine, Racine County (51276)            | 1                    | Kenneth D. Plaski, Zoning Administrator, at 262-636-9458 or Kenneth.plaski@cityofracine.org                    | Nicholas Ricciardi at 262-636-9464 or Nicholas.Ricciardi@cityofracine.org          |
| 22.  | City of Sturgeon Bay, Door County (15281)        | 1                    | Marty Olejniczak, Community Development Director, at 920-746-6908 or mOlejniczak@sturgeonbaywi.org             | Michael Romens (E-Plan Exam) at 414-459-1606 or mikeromens@eplanexam.com           |

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|------|--|----------------------|---|--|
| 23.  | City of Sun Prairie, Dane County (13282)                   | 1,2,3                | Elena Hilby, Clerk, at 608-837-2511 or ehilby@cityofsunprairie.com                                      | Tim Lamb at 608-698-0521 or lambtim02@gmail.com  |
| 24.  | City of Two Rivers, Manitowoc County (36286)               | 1                    | Elizabeth Runge, Community Development Director, at 920-793-5564 or erunge@two-rivers.org               | Wesley Grube at 920-418-2820 or wes.grube@yahoo.com  |
| 25.  | City of Verona, Dane County (13286)                        | 1,2,3                | Holly Licht, Clerk, at 608-848-9941 or holly.licht@ci.verona.wi.us                                      | Tim Lamb at 608-698-0521 or lambtim02@gmail.com  |
| 26.  | City of Waukesha, Waukesha County (67291)                  | 1,2,3                | Gina Kozlik, Clerk, at 262-524-3550 or gkozlik@waukesha-wi.gov  | Gerald Breber at 262-524-3530 or gbreber@waukesha-wi.gov   |
| 27.  | City of Wausau, Marathon County (37291)                    | 1                    | Kaitlyn Bernarde, Clerk, at 715-261-6620 or Kaitlyn.bernarde@ci.wausau.wi.us                            | Dennis Kurszewski at 715-261-6780 or dennis.kurszewski@ci.wausau.wi.us                                     |
| 28.  | City of West Allis, Milwaukee County (40292)               | 1,2,3                | Michael Romens, Plumbing Reviewer, at 414-302-8413 or mromens@westalliswi.gov                           | Michael Romens (C. West Allis) at 414-302-8413 or mromens@westalliswi.gov                                  |
| 29.  | City of West Bend, Washington County (66291)               | 1,2,3                | Todd Meeks, Superintendent, at 262-335-5140 or inspect@ci.west-bend.wi.us                               | Todd Meeks at 262-335-5140 or inspect@ci.west-bend.wi.us   |
| 30.  | City of Wisconsin Dells, In Multiple Counties (11291)      | 1                    | Kheli Mason, Zoning Administrator, at 608-253-2542 x414 or kmason@dellscitygov.com                      | Michael Romens (E-Plan Exam) at 414-459-1606 or mikeromens@eplanexam.com                                   |
| 31.  | Town of Delafield, Waukesha County (67004)                 | 1,2                  | Daniel Green, Administrator/Clerk/Treasurer, at 262-646-2398 or dgreen@townofdelafield.org              | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 32.  | Town of Fond du Lac, Fond du Lac County (20018)            | 1                    | Patti S. Supple, Clerk, at 920-923-1327 or clerk@townofFDL.com  | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 33.  | Town of Seneca, Green Lake County (24020)                  | 1                    | Cindy Wiegel, Clerk, at 920-361-2976 or clerk@townofseneca.wi.gov                                       | Joel Jahnke (Grand Valley Inspections) at 920-229-3694 or gvinspection@gmail.com                           |
| 34.  | Town of Sheboygan, Sheboygan County (59024)                | 1                    | Peggy Fisher, Clerk, at 920-451-2320 or peggy@townofsheboygan.org                                       | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 35.  | Town of Taycheedah, Fond du Lac County (20040)             | 1                    | Kris Marcoe, Clerk, at 920-921-5224 or clerk@townoftaycheedahwi.gov                                     | Patrick Kennedy (Final Look Inspection Services) at 920-375-0723 or finallookinspectionsservices@yahoo.com |
| 36.  | Village of Ashwaubenon, Brown County (05104)               | 1                    | Aaron Schuette, Community Development Director, at 920-593-4405 or aschuette@ashwaubenon.gov            | David Busko at 920-593-4496 or dbusko@ashwaubenon.gov  |
| 37.  | Village of Bayside, In Multiple Counties (40106)           | 1,2,3                | Leah Hofer, Village Manager Assistant, at 414-206-3913 or lhofer@baysidewi.gov                          | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 38.  | Village of Blanchardville, In Multiple Counties (33108)    | 1                    | Amy Barnes, Clerk/Treasurer, at 608-523-4521 or blanchvilclerk@tds.net                                  | Terry Smith (General Engineering) at 608-742-2169 or tmsmith@generalengineering.net                        |
| 39.  | Village of Bristol, Kenosha County (30104)                 | 1,2,3                | Randy Kerkman, Administrator, at 262-857-2368 or admin@villageofbristol.org                             | Don Fox at 262-857-2368 or admin@villageofbristol.org  |
| 40.  | Village of Brown Deer, Milwaukee County (40107)            | 1,2,3                | Nate Piotrowski, Community Development Director, at 414-371-3061 or npiotrowski@browndeerwi.org         | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 41.  | Village of Denmark, Brown County (05116)                   | 1                    | Sherri Konkol, Clerk/Treasurer, at sherri@vi.denmark.wi.gov or 920-863-6400                             | Wesley Grube at 920-418-2820 or wes.grube@yahoo.com  |
| 42.  | Village of Elm Grove, Waukesha County (67122)              | 1,2,3                | Tom Harrigan, Zoning and Planning Administrator, at 262-782-6700 or tharrigan@elmgrovewi.org            | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 43.  | Village of Fontana-on-Geneva-Lake, Walworth County (64126) | 1,2                  | Theresa Loomer, Administrator/Clerk, at 262-275-6137 or theresa@villageoffontana.com                    | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 44.  | Village of Germantown, Washington County (66131)           | 1,2,3                | Jeff Retzlaff, Planning and Zoning Administrator, at 262-250-4735 or jretzlaff@village.germantown.wi.us | Ron Reuter (SafeBuilt) at 262-853-7067 or rreuter@safebuilt.com  |
| 45.  | Village of Lake Delton, Sauk County (56146)                | 1                    | Kay Mackesey, Coordinator, at 608-254-2558 or kay2busy@dellsnet.com                                     | Michael Romens (E-Plan Exam) at 414-459-1606 or mikeromens@eplanexam.com                                   |

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|------|---|----------------------|--|---|
| 46.  | Village of Menomonee Falls, Waukesha County (67151) | 1,2,3                | Amy Dishinger, Clerk, at 262-532-4205 or <a href="mailto:adishinger@menomonee-falls.org">adishinger@menomonee-falls.org</a>                              | Ron Reuter (SafeBuilt) at 262-853-7067 or <a href="mailto:rreuter@safebuilt.com">rreuter@safebuilt.com</a>                            |
| 47.  | Village of Necedah, Juneau County (29161)           | 1                    | Roger Herried, Administrator, at 608-565-2261 or <a href="mailto:roger.herried@necedah.us">roger.herried@necedah.us</a>                                  | Terry Smith (General Engineering) at 608-742-2169 or <a href="mailto:tmsith@generalengineering.net">tmsith@generalengineering.net</a> |
| 48.  | Village of Pewaukee, Waukesha County (67171)        | 1                    | Scott Gosse, Clerk, at 715-344-7684 or <a href="mailto:sgosse@villageofpewaukee.com">sgosse@villageofpewaukee.com</a>                                    | Randy Romens (C. Pewaukee) at 262-691-9107 or <a href="mailto:romens@pewaukee.wi.us">romens@pewaukee.wi.us</a>                        |
| 49.  | Village of Salem Lakes, Kenosha County (30179)      | 1                    | Mike Murdock, Clerk, at 262-843-2313 x5331 or <a href="mailto:mmurdock@voslwi.org">mmurdock@voslwi.org</a>   | Ron Reuter (SafeBuilt) at 262-853-7067 or <a href="mailto:rreuter@safebuilt.com">rreuter@safebuilt.com</a>                            |
| 50.  | Village of Sister Bay, Door County (15181)          | 1                    | Julie Schmelzer, Administrator, at 920-854-4118 or <a href="mailto:julie.schmelzer@sisterbaywi.gov">julie.schmelzer@sisterbaywi.gov</a>                  | Michael Romens (E-Plan Exam) at 414-459-1606 or <a href="mailto:mikeromens@eplanexam.com">mikeromens@eplanexam.com</a>                |
| 51.  | Village of Sturtevant, Racine County (51181)        | 1                    | Cheryl Zamecnik, Clerk, at 262-886-7225 or <a href="mailto:villageclerk@sturtevant-wi.gov">villageclerk@sturtevant-wi.gov</a>                            | Michael Romens (E-Plan Exam) at 414-459-1606 or <a href="mailto:mikeromens@eplanexam.com">mikeromens@eplanexam.com</a>                |
| 52.  | Village of Thiensville, Ozaukee County (45186)      | 1                    | Andy Lafond, Director of Community Services, at 262-242-3720 or <a href="mailto:alafond@village.thiensville.wi.us">alafond@village.thiensville.wi.us</a> | Ron Reuter (SafeBuilt) at 262-853-7067 or <a href="mailto:rreuter@safebuilt.com">rreuter@safebuilt.com</a>                            |
| 53.  | Village of Waterford, Racine County (51191)         | 1,2,3                | Rachel Ladewig, Clerk, at 262-534-3980 x223 or <a href="mailto:rladewig@waterfordwi.org">rladewig@waterfordwi.org</a>                                    | Ron Reuter (SafeBuilt) at 262-853-7067 or <a href="mailto:rreuter@safebuilt.com">rreuter@safebuilt.com</a>                            |
| 54.  | Village of West Milwaukee, Milwaukee County (40191) | 1,2,3                | Kim Egan, Administrator, at 414-645-1530 or <a href="mailto:kim.egan@westmilwaukee.org">kim.egan@westmilwaukee.org</a>                                   | Ron Reuter (SafeBuilt) at 262-853-7067 or <a href="mailto:rreuter@safebuilt.com">rreuter@safebuilt.com</a>                            |