

Minutes of the Land Use, Parks and Environment (LUPE) Committee

Tuesday, August 18, 2020

Chair Grant called the meeting to order at 8:30 a.m.

Present: Supervisors Jennifer Grant, Keith Hammitt, Bill Mitchell, Tom Michalski, Chris Mommaerts, Richard Morris, and Tom Schellinger.

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, Planning and Zoning Manager Jason Fruth, Environmental Health Manager Sarah Ward, Environmental Health Supervisor Skylar Behm, Parks & Land Use Director Dale Shaver, Business Manager Steve Trimborn, Kathy Gutenkunst and Ryan Janssen of the Town of Lisbon, and Attorney Tom Schmitzer.

Approve Minutes – June 21, 2020

MOTION: Mitchell moved, second by Morris to approve the minutes of June 21. Motion carried 7-0.

Executive Committee Report – August 17, 2020

Heinrich said the committee reviewed the proposed scope for the IT project implementation audit and heard an update on IT projects.

Future Meeting Dates

- September 15, 2020 (Capital Projects)
- October 6, 2020 (Budget review)
- October 20, 2020

Discuss and Consider 175-O-025 Amend the District Zoning Map of the Town of Lisbon Zoning Code by Rezoning Certain Lands Located in Part of the NE ¼ Of Section 25, T8N, R19E, Town of Lisbon, Waukesha County, Wisconsin, from the A-10 Agricultural District to the M-2 General Industrial District (RZ45)

Fruth discussed this ordinance to rezone property located at N63 W22039 CTH F in the Town of Lisbon from the A-10 Agricultural District to the M-2 General Industrial District to allow for light industrial use. A public hearing was held and the subject matter of this ordinance was approved by the Lisbon Town Board on January 27, 2020 and also by the Waukesha County Park and Planning Commission.

MOTION: Mitchell moved, second by Hammitt to approve Ordinance 175-O-025. Motion carried 7-0.

Discuss and Consider 175-O-026 Amend the Text of the Town Of Lisbon Zoning Code to Repeal And Recreate Section 28, Relating to the B-P Industrial/ Business Park Special Use Zoning District (RZ54)

Fruth discussed this ordinance which will repeal and recreate Section 28 of the Town of Lisbon Zoning Code relating to the B-P Industrial/Business Park Special Zoning District. A public hearing was held and the subject matter of this ordinance was approved by the Town of Lisbon Town Board on November 25, 2019 and also by the Waukesha County Park and Planning Commission.

MOTION: Hammitt moved, second by Schellinger to approve Ordinance 175-O-026. Motion carried 7-0.

Discuss and Consider 175-O-027 Amend the Text of the Town of Lisbon Zoning Code to Repeal and Recreate Section 27, Relating to the B-4 Commercial Special Use Zoning District (RZ60)

Fruth discussed this ordinance which will amend Section 27 of the Town of Lisbon Zoning Code relating to the B-4 Commercial Special Use Zoning District. A public hearing was held and the subject matter of this ordinance was approved by the Town of Lisbon Town Board on December 9, 2019 and also by the Waukesha County Park and Planning Commission.

MOTION: Michalski moved, second by Hammitt to approve Ordinance 175-O-027. Motion carried 7-0.

Discuss and Consider 175-O-028 Execute Subgrantee Agreements and HUD Grant Agreement for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs for the 2021 Program Year

Shaver discussed this ordinance which authorizes the County Executive to execute agreements with the Federal Government to accept up to \$2,912,013 of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) grants and program income as shown below.

Funding Purpose	CDBG	HOME	TOTALS
2021 Subgrantee HUD Grant Amounts	\$1,464,022	\$1,447,991	\$2,912,013
2021 Revolving Loan/Program Income	\$240,000	\$200,000	\$440,000
2021 Estimate	\$1,704,022	\$1,647,991	\$3,352,013

If the Federal Housing and Urban Development (HUD) funding allocation awards are less than the estimated amount, the CDBG and HOME Consortium Boards will make appropriate reductions to subgrantee grant amounts and send a notification of any decreases to the Finance Committee. The Community Development expenditures will be limited to the amount of the HUD award notifications. According to the Department of Parks and Land Use, all subgrantee agreements for projects will include clauses providing for grant funding decreases, if necessary.

If the final Federal appropriation amount is greater than the estimated amount of \$2,912,013 an ordinance to appropriate the additional funding will require future County Board approval to increase the CDBG and HOME program expenditure appropriations and revenue budgets accordingly. This ordinance has no direct tax levy impact.

MOTION: Schellinger moved, second by Mitchell to approve Ordinance 175-O-028. Motion carried 7-0.

Discuss And Consider A Variance From Waukesha County Code Sect 14-582 To Allow For A Holding Tank To Be Installed And Connected To A New Construction Residence As Requested By Ryan Janssen

Ward and Behm were present to discuss this item. Due to unique circumstances of this property, Environmental Health Division staff are recommending approval of this appeal with the conditions that the holding tank can only be installed to serve a new residential construction and the existing structure be removed prior to construction of the new residence. The existing structure does not

have a holding tank or plumbing. A soil boring conducted on July 1, 2019 determined a holding tank to be the only option for an onsite septic system.

MOTION: Hammitt moved, second by Schellinger approve a variance from Waukesha County Code Sect 14-582 to allow for a holding tank to be installed and connected to a new construction residence as requested by Ryan Janssen. Motion carried 7-0.

Legislative Update

Ignatowski updated the committee on the recent executive order and election results.

MOTION: Morris moved, second by Hammitt to adjourn at 9:15 a.m. Motion carried 7-0.

Respectfully submitted,

William A. Mitchell

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Secretary