

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

Tuesday, July 16, 2019

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

Present: Supervisors Dave Zimmermann, Steve Whittow, Bill Mitchell, Tom Schellinger and Chuck Wood. **Absent:** Keith Hammitt and Kathleen Cummings.

Also Present: Chief of Staff Mark Mader, Planning and Zoning Manager Jason Fruth, Register of Deeds Jim Behrend, Deputy Register of Deeds Beth Zimmermann, Senior Financial Analyst Rob Dunn, Workforce Development Board Director Laura Catherman, The *Freeman* Reporter Darryl Enriquez, and Bryan Lindgren of Neumann Developments, Inc..

Approve Minutes – June 18, 2019

MOTION: Mitchell moved, second by Wood to approve the minutes of June 18. Motion carried 5-0.

Future Meeting Dates

- August 20, 2019 (D. Zimmermann absent)
- September 17, 2019 (Capital Projects + Regular Business)
- October 1, 2019 (Budget Review)

Discuss and Consider Ordinance 174-O-040 Year 2019 Amendment To The Comprehensive Development Plan For Waukesha County (2A – Neumann Developments Inc./Bowen Global Investments, Section 30, T8N, R19E, Town Of Lisbon)

Fruth discussed this ordinance to amend the Waukesha County Comprehensive Development Plan (Amendment 2A) designation for property located at N56 W27476 Lisbon Road in the Town of Lisbon from the Rural Density and Other Agricultural Land and Other Open Lands to be Preserved categories to the Suburban I Density Residential category to allow a single-family conservation design residential subdivision. The Waukesha County Park and Planning Commission reviewed this request on June 20, 2019 and is recommending that this request be approved on the condition that the property be developed with a minimum of 40% common open space, as proposed in concept.

D. Zimmermann asked if the cul de sacs had adequate turning distances. Lindgren indicated it was checked with fire personnel from the area.

MOTION: Mitchell moved, second by Whittow to approve Ordinance 174-O-040. Motion carried 5-0.

Discuss and Consider Ordinance 174-O-041 Amend The District Zoning Map Of The Town Of Lisbon Zoning Code By Conditionally Rezoning Certain Lands Located In Part Of The S ½ Of Section 30, T8N, R19E, Town Of Lisbon, Waukesha County, Wisconsin, From The A-10 Agricultural District To The R-1 Suburban Single Family Residential District With A

Planned Unit Development Overlay, C-1 Conservancy Zoned Lands Will Remain Unchanged (RZ42)

Fruth discussed this ordinance to rezone a property located north of CTH K and south of Ainsworth Road in the Town of Lisbon from the A-10 Agricultural to the R-1 Suburban Single Family Residential District with a Planned Unit Development Overlay to allow a 64 lot residential subdivision. Areas of C-1 Conservancy zoning will remain unchanged. This request was approved by the Lisbon Town Board on May 13, 2019 with the following conditions: the number of single-family residential dwelling units shall not exceed 64 units; the minimum lot sizes shall not be less than 30,000 square feet for any single-family residential unit; the minimum required open space shall be 40% of the entire development site, less planned road dedications; the minimum lot size, lot width, public road setback, and yard setbacks may be modified from those minimum requirements contained in the underlying R-1 Suburban Single-Family Residential Zoning Classification, although such reductions, if any, to be determined by the Plan Commission and Town Board upon review and approval of a Specific Development Plan; and that the Specific Development Plan is prepared in substantial conformity with the approved General Development Plan – Concept Plan listed as Exhibit B.

MOTION: Schellinger moved, second by Wood to approve Ordinance 174-O-041. Motion carried 5-0.

Discuss and Consider Ordinance 174-O-042 Amend The Town Of Oconomowoc District Zoning Map Of The Waukesha County Zoning Code For The Town Of Oconomowoc By Conditionally Rezoning Certain Lands Located In Part Of The SW ¼ And NW ¼ Of The NE ¼ Of Section 5, T8N, R17E, Town Of Oconomowoc, From The FLP Farmland Preservation District To The R-1 Residential District (RZ39)

Fruth discussed this ordinance to rezone part of a farm located east of STH 67 south of Evergreen Road from the FLP Farmland Preservation District to the R-1 Residential District, to allow the creation of a three acre lot, including the existing residence and outbuildings. This was approved by the Oconomowoc Town Board on June 3, 2019 with the following conditions: the Zoning Amendment approval shall only amend the zoning of three acres of land; the Town and County Plan Commissions shall review and approve the remnant parcel waiver and request to exceed 2% accessory building footprint prior to a Certified Survey Map being signed by the Director of Parks and Land Use; and a Deed Restriction must be prepared and reviewed and approved by the Waukesha County Department of Parks and Land Use and recorded by the petitioners in the Waukesha County Register of Deeds Office pertaining to the farm tracking unit and density restriction.

MOTION: Whittow moved, second by Mitchell to approve Ordinance 174-O-042. Motion carried 5-0.

Discuss and Consider Ordinance 174-O-043 Modify the 2019-2023 Capital Plan To Create Capital Project #201909: Register Of Deeds Pre-1915 Document Digitization Project And Modify 2019 Capital Project Budget

Behrend, B. Zimmermann, and Dunn were present to discuss this ordinance which modifies the 2019-2023 capital plan to create a new capital project, #201909, Register of Deeds Document Digitization Project. The ordinance also appropriates an additional \$100,000 in expenditures authority and increase assigned General Fund balance use of \$100,000.

The department plans to hire a third-party contractor to have land records from 1846-1914 scanned and saved digitally so these records can be uploaded to the public access system and become available for the public to view. The project will result in a smaller space requirement for the Register of Deeds Office, reduce damage done to the documents due to handling by the public over time, and a reduction in annual repair costs of \$6,000. Reduced repair costs will be considered in future budgets and result in a reduced cost to continue when determining resource needs.

The project is funded with revenues remaining after the closure of the Register of Deeds Electronic Document Redaction capital project (#201117) at the end of 2018. That project had been funded with a temporary \$5-per-document recording surcharge that the state legislature authorized for the purpose of redacting Social Security numbers from real estate records. The \$100,000 of unspent funds are restricted by state law for land records purposes and assigned in General Fund balance. The use of assigned fund balance results in no direct tax levy impact.

MOTION: Schellinger moved, second by Mitchell to approve Ordinance 174-O-043. Motion carried 5-0.

Re-entry Workforce Development Services

Catherman discussed the Windows to Work program which was first initiated as a partnership between the Oshkosh Correctional Institution and the Bay Area Workforce Development Board to reduce factors leading to recidivism such as unemployment, inadequate housing, and financial difficulties. The program promotes self-sufficiency for individuals returning to the community through the development of constructive skills and the modification of thought processes related to criminal behavior. The program addresses employment, education, and anti-social cognitions such as personality and companions. The effort includes financial literacy, community resources, and job seeking components. Post release, a coach provides services for approximately 12 months. The outcome measures are for a three-year period.

MOTION: Wood moved, second by Whittow to adjourn at 9:30 a.m. Motion carried 5-0.

Respectfully submitted,

Steve Whittow

Steve Whittow
Secretary