

**Minutes of Land Use, Parks and Environment (LUPE) Committee
May 17, 2016**

Chair Zimmermann called the meeting to order at 8:31 a.m. and led the committee in the Pledge of Allegiance.

Committee Members Present: Dave Zimmermann, Kathleen Cummings, Robert Kolb, Ted Wysocki.

Committee Members Absent: Tom Schellinger, Keith Hammitt, Bill Mitchell

Also Present: County Board Chairman Paul Decker, Parks & Land Use Director Dale Shaver, Senior Landscape Architect Steve Brunner, Parks Systems Manager Duane Grimm, Planning and Zoning Manager Jason Fruth, Budget Management Specialist Bill Duckwitz, Legislative Policy Advisor Sarah Spaeth, Administrative Specialist Alison Ries.

Executive Committee Report of May 16, 2016

Zimmermann highlighted the following items discussed at the Executive Committee meeting:

- Elected Peter Wolff as Secretary of the Executive Committee
- Reviewed Collections Division audit
- Approved 2 ordinances
- Approved 5 appointments
- Heard committee reports from chairs

Correspondence:

- Letter from Waukesha County Land Conservancy regarding acknowledgment of charitable gift.

Future Agenda Items

- Waukesha County housing needs

Legislative Update

Spaeth reported that the state is in recess until next year however, during the summer months, study committees are formed. The study committees consist of legislators and citizens who request topics to be studied during the summer months. A topic of interest is the publication of government documents and legal notices. Spaeth also reported that Wisconsin Counties Association (WCA) will be forming a workgroup over the summer to review shoreland zoning laws.

Future Meeting Date

- June 21, 2016

Committee Welcome and Opening Remarks by Chair Zimmermann

Zimmermann welcomed members to the committee. He expressed thanks to the committee for their service and encouraged members to ask questions if further explanation/clarification on any topic is needed.

Nomination and Election of Vice Chair

MOTON: Zimmermann moved, second by Wysocki to elect William Mitchell as Vice Chair of the LUPE Committee. Motion carried 4-0.

Nomination and Election of Secretary

MOTION: Kolb moved, second by Wysocki to nominate Keith Hammitt as Secretary of the LUPE Committee.

MOTION: Cummings moved, second by Zimmermann to nominate Kathleen Cummings as Secretary of the LUPE Committee.

MOTION: Kolb moved, second by Wysocki to elect Keith Hammitt as Secretary of the LUPE Committee. Motion carried 3-1. Cummings voted no.

Discuss Committee Duties and Responsibilities as Written in the County Code of Ordinances

Spaeth reviewed the responsibilities of the LUPE committee as written in Chapter 4 of the County Code of Ordinances. Spaeth reminded members that the open meetings law is followed and meetings are recorded. She also reminded members that in the event of an absence, please notify county board staff prior to the meeting in an effort to avoid quorum issues.

Department of Parks and Land Use Overview

Shaver provided the committee with a department overview. He discussed the primary objective of the department is to ensure safety for staff and public on the county campus and parks. Highlights included staff components (full time staff, seasonal staff, volunteers and Huber inmates), budget, recycling, economic development, housing needs, sustainable water supply, and web based data (land records, online reservation for parks, etc.). A staff list was distributed detailing Parks and Land Use staff and their respective department responsibilities. Responding to Decker's question, Shaver explained the golf course enterprise fund is an accounting process that is run as a business. All costs and expenditures are covered through golf course revenue.

Discuss and Consider Ordinance 171-O-007: Amend The Waukesha County Code Of Ordinances Chapter 14 Pertaining To Park Rules

Grimm discussed this ordinance which amends Chapter 14, Article II, Division 2, Park Rules for the purposes of amending several definitions, adding provisions regarding permits, adding drones to the list of aircraft prohibited from parks unless a written permit is acquired, and addressing camping changes for the new reservation system.

MOTION: Kolb moved, second by Wysocki to approve Ordinance 171-O-007. Motion carried 4-0.

Discuss and Consider Ordinance 171-O-008: Modify Project Scope For Capital Project 201407, Waukesha To Brookfield Multi Use Trail

Shaver discussed this ordinance which modifies the scope of the Waukesha-Brookfield Trail capital project. The original project intent was to build a four-mile trail from Frame Park in the City of Waukesha to Mitchell Park in the City of Brookfield. However, Parks and Land Use (PLU) management were recently informed by the Wisconsin Department of Transportation that one railroad crossing will require constructing a bridge (rather than an at-grade crossing), which PLU estimates would increase project costs about \$3 million. The revised scope will address trail construction for two miles (Brookfield to Pewaukee) as a first phase. The second phase (extending the remaining two miles into Waukesha) will need to be re-evaluated for less expensive rail-crossing alternatives in a future capital project. Scope modification is required at this time so PLU can proceed with the design phase under the revised project intent.

Project funding of \$500,000 for the design phase has already been appropriated (\$73,000 of the \$500,000 are county funds in the 2014-2015 Capital Project budget.). No additional funding is needed at this time. Total project costs are estimated to decrease by \$721,200, from \$3,216,000 to \$2,494,800, which reflect the reduced scope and updated cost estimates obtained during this design phase. This project continues to be primarily funded with federal/state revenues. This ordinance does not have any direct tax levy impact however, the county share of costs may be revised in future capital plans as more information is gathered in advance of construction.

MOTION: Wysocki moved, second by Kolb to approve Ordinance 171-O-008. Motion carried 4-0.

Planning and Zoning Overview

Fruth provided the committee with a division overview of Planning and Zoning. As a multi-disciplinary unit, the department aids in the planning and developing of everything from farmland to regional shopping malls. Fruth reported Waukesha County was the first to develop a county comprehensive plan in 1996. He explained how the role of the plan includes setting forth a county/community vision, guiding future zoning and land use decisions, and clarifying expectations for landowners and developers. Fruth reported emerging trends for Waukesha County include job growth, population increase, decrease in household size, and increase in diversity.

Current planning issues for implementation include shoreland zoning updates, zoning map modernization, fair housing barriers and enhancing access to land use files.

Discuss and Consider Ordinance 171-O-001: Amend Section 8B.01(1) Of The Waukesha County Zoning Code To Correct An Omission From Recently Approved Text Amendments In Enrolled Ordinance No. 170-72 (CZ-1459L-Correction)

Fruth explained this Ordinance will amend Section 8b.01(1) of the Waukesha County Zoning Code to restore subsections A, B, C, D and E to this section. These subsections were inadvertently omitted from the ordinance amendments that were adopted by the County Board in enrolled Ordinance 170-O-072 on December 15, 2015 as part of the farmland preservation text update.

MOTION: Cummings moved, second by Wysocki to approve Ordinance 171-O-001. Motion carried 4-0.

Discuss and Consider Ordinance 171-O-002: Amend Section 6(B)1.B. Of The Waukesha County Shoreland And Floodland Protection Ordinance To Correct An Omission From Recently Approved Text Amendments In Enrolled Ordinance No. 170-71 (SZ-1459K-Correction)

Fruth reported this Ordinance will amend Section 6(b)1.B of the Waukesha County shoreland and floodland protection ordinance to restore subsections i. and ii. to this section. These subsections were inadvertently omitted from the ordinance amendments that were adopted by the County Board in enrolled Ordinance 170-O-071 as part of the farmland preservation text update.

MOTION: Kolb moved, second by Cummings to approve Ordinance 171-O-002. Motion carried 4-0.

Discuss and Consider Ordinance 171-O-003: 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 NW ¼ Of Section 18, T8N, R17E, Town Of Oconomowoc, From The FLP Farmland Preservation District To The R-1 Residential District (CZ-1828)

Fruth relayed this Ordinance will rezone a 3-acre portion of a 72-acre parcel that is currently zoned Farmland Preservation District to the R-1 Residential District to allow for a future residence. The lands are located in Section 18 of the Town of Oconomowoc and are subject to the Waukesha County Zoning Code.

MOTION: Kolb moved, second by Cummings to approve Ordinance 171-O-003. Motion carried 4-0.

Discuss and Consider Ordinance 171-O-004: Amend The Waukesha County Shoreland And Floodland Protection Ordinance District Zoning Map Of The Town Of Lisbon And The Town Of Lisbon Zoning Ordinance By Rezoning Certain Lands Located In Part Of The NW ¼ Of Section 35, T8N, R19E, Town Of Lisbon, Waukesha County, Wisconsin, From The A-10 Agricultural District (Town) And The R-2 Residential District (County) To The R-3 Two Family Residential And R-1 Suburban Single Family Residential Districts (Town) And To The R-3 Residential And R-1 Residential Districts (County) (SZT-1822)

Fruth reported this ordinance will rezone a 10-acre property located in the NW ¼ of Section 35, T8N, R19E, Town of Lisbon that is subject to the Town of Lisbon zoning ordinance and the Waukesha county shoreland and floodland protection ordinance. The 10-acre property is proposed to be divided into two (2) parcels. One (1) parcel will contain a duplex residential use and commercial storage use and the other parcel will serve as an outlot for storm water for an adjacent subdivision.

MOTION: Cummings moved, second by Wysocki to approve Ordinance 171-O-004. Motion carried 4-0.

Discuss and Consider Ordinance 171-O-005: Amend The Text Of The Town Of Lisbon Zoning Ordinance To Repeal And Recreate Chapter 11, Section 3(C)10, Relating To Drainage Regulations (ZT-1701B)

Fruth explained how this ordinance will authorize amendments to the Town of Lisbon zoning ordinance, which will modify the town's basement/groundwater separation requirements and modify other drainage requirements.

MOTION: Wysocki moved, second by Kolb to approve Ordinance 171-O-005. Motion carried 4-0.

MOTION: Cummings moved, second by Kolb, to adjourn the meeting at 11:25 a.m. Motion carried 4-0.

Respectfully submitted,

Keith Hammitt
Secretary