

**MINUTES**  
**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**  
**PLANNING AND RESEARCH COMMITTEE MEETING**

Wednesday, November 1, 2022

1:30 p.m.

SEWRPC Office Building  
Commissioners Conference Room  
W239 N1812 Rockwood Drive  
Waukesha, WI 53187

Meeting Occurred in Person and Virtually via Video and Telephone Conference

**Present:**

**Excused:**

Commissioners:

Charles L. Colman, Chairman  
Donna Brown-Martin  
Michael A. Crowley  
Brian Holt  
Dewayne Johnson  
Natalia Minkel-Dumit  
Aloysius Nelson  
John O'Day  
Robert W. Pitts  
Jeffrey D. Schleif

Daniel S. Schmidt, Committee Chairman  
Jonathan Delagrave  
Mary Knipper  
James Ladwig  
Marcelia Nicholson  
Peggy L. Shumway

Staff:	Benjamin R. McKay	Interim Executive Director
	Elizabeth A. Larsen	Director of Administration
	Catherine Pozum	Accounting/Human Resources Specialist

**ROLL CALL**

Commission Chairman Colman called the Planning and Research Committee meeting to order at 1:30 p.m. Roll call was taken, and a quorum was declared present. Chairman Colman indicated for the record that Planning and Research Chairman Schmidt and Commissioners Delagrave, Knipper, Ladwig, Nicholson, and Shumway had asked to be excused.

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**APPROVAL OF MINUTES OF THE SEPTEMBER 14, 2022, MEETING**

Chairman Colman asked if there were any changes or additions to the September 14, 2022, meeting minutes. There were none.

On a motion by Mr. Schleif, seconded by Mr. Nelson, and carried unanimously, the minutes of the September 14, 2022, Planning and Research Committee Meeting were approved.

**REVIEW AND CONSIDERATION OF THE PROPOSED AMENDMENT TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN: AMENDMENTS TO THE CITY OF PORT WASHINGTON AND VILLAGE OF SAUKVILLE SANITARY SEWER SERVICE AREAS**

Chairman Colman asked Mr. McKay to review the proposed amendments to the adopted regional water quality management plan pertaining to the City of Port Washington and Village of Saukville sanitary sewer service areas. A copy of the preliminary draft of the SEWRPC Staff Memorandum dated September 29, 2022, concerning this matter was provided to the Committee members for review prior to the meeting.

Mr. McKay indicated that by letter dated August 26, 2022, the City of Port Washington and the Village of Saukville requested that the Commission amend the Port Washington and Saukville sanitary sewer service areas. He stated that a sewer service area plan was prepared in 2000 for the City of Port Washington and environs, and in 1983 for the Village of Saukville and environs. He then stated that the purpose of the amendment would be to remove certain lands from the Saukville sanitary sewer service area and add those lands to the Port Washington sanitary sewer service area.

Mr. McKay directed the attention of the Committee members to Map 1, which identifies the proposed changes to the Port Washington and Saukville sanitary sewer service areas. He stated that the subject area encompasses approximately 43.9 acres and is located immediately southeast of the intersection of Jackson Road and W. Grand Avenue, (STH 33). He then noted the subject area does not contain any environmentally significant lands. Under the City's comprehensive plan, the future land use is identified as Small Lot Traditional Neighborhood and recommended to be developed as smaller lot residential with a mix of residential types. He further noted that upon full development, the subject site would accommodate about 103 housing units with an estimated population of 268 people.

Mr. McKay stated that the subject area is located within the currently adopted Saukville sewer service area and located outside and approximately 1,400 feet east of the current Village municipal limits. He then noted the proposed addition of 43.9 acres to the 5,933 acre Port Washington sanitary sewer service area represents an increase in the Port Washington planned sewer service area of less than 1 percent. He noted the population that could be accommodated under full development of the sanitary sewer service area would be approximately 16,468 people. The year 2050 population range for this area in the regional land use plan is 15,640 to 18,230 people.

Mr. McKay stated a cost effectiveness analysis was completed for the proposed amendments. The analysis indicated the equivalent average annual costs for each community to provide service are not within 10 percent of each other, with the City of Port Washington average annual costs at approximately 26 percent more expensive compared to the Village of Saukville. However, based on the location of existing utilities, infrastructure, and timing of development, the area would best be served by the Port Washington wastewater treatment plant.

Mr. McKay stated that the Port Washington wastewater treatment plant has a design capacity of 3.1 million gallons per day (mgd) on an average annual flow basis. The 2021 wastewater flow rate was about 1.1 mgd on an average annual basis. The anticipated sewage flow to be generated in the area proposed to be added

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to the sewer service area is expected to be about 0.03 mgd on an average annual basis, therefore, the treatment plant has adequate capacity to treat sewage flows from the subject area.

He then said that a public hearing will be held on November 1, 2022, at the Port Washington City Hall to receive public comment on, and reaction to, the proposed sewer service area amendment. A second public hearing will be held on November 8, 2022, at the Saukville Village Hall. The amendments are consistent with the land use component of VISION 2050, the regional water quality management plan, and Chapter NR 121 of the Wisconsin Administrative Code governing the preparation of areawide water quality management plans.

Mr. McKay stated that it is staff recommendation that the Committee, contingent upon any public comments received at either the November 1, 2022, or November 8, 2022, public hearings, recommend that the Commission amend the City of Port Washington and the Village of Saukville sanitary sewer service areas. Upon adoption by the Commission, the amendments will be provided to the Wisconsin Department of Natural Resources (WDNR) for approval and the WDNR will then provide the amendment to the U.S. Environmental Protection Agency for certification.

In response to an inquiry by Mr. Stroik regarding the cost effectiveness analysis, Mr. McKay responded that connection to Port Washington would require a lift station and the analysis must also consider service between the Saukville municipal boundary and the subject parcel.

In response to a second inquiry by Mr. Stroik, Mr. McKay confirmed that the parcel is currently located within the municipal boundaries of the City of Port Washington and within the Saukville sanitary sewer service area.

In response to an inquiry by Mr. Colman, Mr. McKay confirmed that residential development is planned for the parcel under the City's comprehensive plan.

In response to an inquiry by Mr. Schleif, Mr. McKay responded that an agreement has been achieved between the City and the Village on the proposal.

In response to an inquiry by Mr. Johnson, Mr. McKay responded that the Saukville treatment plant discharges to the Milwaukee River.

There being no additional questions or comments, on a motion by Mr. Nelson, seconded by Mr. Johnson, the Amendments to the City of Port Washington and Village of Saukville Sanitary Sewer Service Areas were unanimously recommended by the Committee for adoption by the Commission.

**CONSIDERATION OF SEWRPC COMMUNITY ASSISTANCE PLANNING REPORT NO. 135 (4TH EDITION), A PARK AND OPEN SPACE PLAN FOR WALWORTH COUNTY**

Chairman Colman asked Mr. McKay to review the plan. Mr. McKay provided an overview of the plan and noted that a copy of the report was provided to the Committee members prior to the meeting.

During the overview, the following questions and comments were made.

In response to an inquiry by Mr. Nelson, Mr. McKay responded that lake and river access recommendations are included in the plan.

In response to an inquiry by Mr. Johnson, Mr. McKay responded that the plan includes proposed ownership and acquisition agencies related to the recommended open space preservation element.

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In response to an inquiry by Mr. Stroik, Mr. McKay responded that potential water trails are shown on Map 5.7. The plan recommends that public canoe/kayak access points with parking be provided every 10 miles on the water trails.

There being no further questions or comments, on a motion by Mr. Johnson, seconded by Mr. Pitts, the SEWRPC Community Assistance Planning Report No. 135 (4th Edition) was unanimously recommended by the Committee for adoption by the Commission.

**NEXT MEETING**

The next meeting of the Planning and Research Committee will be held on February 7, 2023 (Tentative).

**CORRESPONDENCE/ANNOUNCEMENTS**

Chairman Colman asked Mr. McKay if there were any correspondence or announcements. Mr. McKay stated that the Administrative and Executive Committee meetings will be held on November 17, 2022. Mr. McKay also noted that Mr. Nelson was elected President of County Veterans Service Officers Association of Wisconsin.

**ADJOURNMENT**

There being no further business to come before the Committee, on a motion by Mr. Stroik, seconded by Mr. Schleif, and carried unanimously, the meeting was adjourned at 2:26 p.m.

Respectfully submitted,

Benjamin R. McKay  
Interim Executive Director

BRM/EAL/cp  
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