

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

PLANNING AND RESEARCH COMMITTEE MEETING

Tuesday, May 5, 2026

1:30 p.m.

Southeastern Wisconsin Regional Planning Commission
Commissioners' Conference Room
W239 N1812 Rockwood Drive
Waukesha, WI 53187

Meeting Occurred Virtually via Video and Telephone Conference

Present:

Excused:

Committee Members:

Natalia Minkel-Dumit, Committee Chair
Amy Maurer, Committee Vice-Chair
Paul Decker
John Holloway
Brian Holt
Dewayne Johnson
Trevor Jung
Robert Pitts
Eric Stelter
Adam Tindall-Schlicht
Donald Trottier

Priscilla Coggs-Jones
Michael Crowley
Adam Jaramillo
Katrina Hanson
Tom Kramer
Issac Rowlett
Jeffery Schleif

Staff:

Stephanie Hacker	Executive Director
Benjamin McKay	Deputy Director
Laura Herrick	Chief Environmental Engineer
Don Heckel	Senior Planner
Zachary Kron	Senior Specialist

Guests:

Matt Carran	Director of Economic Development and Tourism, Village of Menomonee Falls
Megan Watkins	Assistant City Administrator / Zoning Administrator, City of Burlington

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ROLL CALL

Chair Minkel-Dumit called the Planning and Research Committee meeting to order at 1:30 p.m. Roll call was taken, and a quorum was declared present. Ms. Minkel-Dumit indicated for the record that Commissioners Coggs-Jones, Crowley, Jaramillo, Hanson, Kramer, Rowlett, and Schleif had asked to be excused.

APPROVAL OF MINUTES OF THE FEBRUARY 3, 2026, MEETING

Ms. Minkel-Dumit asked if there were any changes or additions to the February 3, 2026, meeting minutes. There were none.

On a motion by Mr. Holt, seconded by Mr. Trottier, and carried unanimously, the minutes of the February 3, 2026, Planning and Research Committee Meeting were approved.

REVIEW AND CONSIDERATION OF PROPOSED AMENDMENT TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN: AMENDMENT TO THE VILLAGE OF MENOMONEE FALLS SANITARY SEWER SERVICE AREA

Ms. Minkel-Dumit asked Mr. McKay to review the proposed amendment to the adopted regional water quality management plan pertaining to the Village of Menomonee Falls sanitary sewer service area. A copy of the draft of SEWRPC Community Assistance Planning Report No. 208 (2nd Edition) *Sanitary Sewer Service Areas for the Villages of Lannon and Menomonee Falls* was provided to the Committee members for review prior to the meeting.

Mr. McKay indicated that by email dated June 26, 2023, the Village of Menomonee Falls requested that the Commission revise the sanitary sewer service area plan. He stated that a sewer service area plan was first prepared in 1993 for the Village of Menomonee Falls. He then stated that the purpose of the revision is to add lands in the Village of Menomonee Falls that are not currently in the adopted sewer service area. In response to the request, staff have prepared a second edition of the plan because of the age of the plan and the extent of the proposed changes. Preparing a new edition allowed staff to incorporate updated natural resource information and information from the Village's adopted comprehensive plan throughout the entire proposed sewer service area. Mr. McKay then stated that this report is unique because it includes the sanitary sewer service area for the Village of Menomonee Falls and the sanitary sewer service area for the Village of Lannon.

Mr. McKay directed the attention of the Committee members to Map 2.1, which identifies the proposed changes to the Menomonee Falls sanitary sewer service area. He stated that the areas proposed to be added by the Village total 5,248 acres in size. He then noted that future development in the proposed additions to the service area would consist primarily of residential uses under the Village comprehensive plan. He then directed the attention of the Committee members to Maps 2.2 and 2.4a through 2.4i, which show environmentally significant lands.

Mr. McKay then stated that the Population within the Proposed Sewer Service Area text on page 11 of the report may require changes. He explained that the Wisconsin Department of Administration (DOA) released year 2050 projections in late 2024. In the past Commission staff has used Commission population projections when determining population projection consistency as set forth in Chapter NR 121 of the *Wisconsin Administrative Code*. He further explained that the year 2050 DOA projections do not align with Commission projections for several communities in Southeastern Wisconsin, including Menomonee Falls.

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He stated Commission staff is working with Wisconsin Department of Natural Resources (WDNR) staff to find a solution to this issue.

Mr. McKay then explained a proposed change to Map 2.4f. He stated that the 2020 primary environmental corridor (PEC) boundary had been expanded to encompass a nearby isolated natural resource area because the two are connected by a critical species habitat site. This area is also planned for significant development by the Village of Menomonee Falls. Commission staff determined that the species that could be present, Snow Trillium, would be a good candidate for moving to a nearby community present within the PEC to the north of the site. Mr. McKay stated that Commission staff recommend removing the new PEC designation and advise the Village on moving any Snow Trillium, if the species is present, when the property is developed.

Mr. McKay then stated there was a public joint hearing held by the Village of Menomonee Falls and the Commission in February. He explained that several comments were received from the Village of Lannon. One of the primary comments was the lack of discussion on the impact of the areas to be added to the sewer service area on the Lannon Interceptor Sewer and the provisions of an associated intermunicipal agreement. He then stated that Commission staff worked with both Villages to add text and a map to the report to address the comment.

Mr. McKay stated that the other primary comment from the Village of Lannon was related to environmental corridor updates. He explained that Lannon may want to update environmental corridors but would like to have its own public involvement process to do so. He stated that Commission staff agreed and has removed updates to the upland portions of the environmental corridors with the Lannon sanitary sewer service area in response. Had noted that Lannon may request a separate amendment related to updating the corridors in the future.

The following comments and questions were made during the review.

In response to an inquiry by Mr. Johnson, Mr. McKay stated the dashed line on Map 2.1 represents the subcontinental divide.

In response to an inquiry by Mr. Johnson, Mr. McKay stated that Commission staff is working with WDNR staff on the population projection issue and hopes to have a resolution by the Annual Commission meeting.

In response to an inquiry by Mr. Pitts, Mr. Carran stated that he was present to answer any questions related to the planned development site in Menomonee Falls.

Mr. Pitts made a motion to recommend adoption by the Commission of the amendment to the Village of Menomonee Falls sanitary sewer service area. Mr. Pitts then agreed to a friendly amendment by Mr. Johnson to the motion to incorporate the changes discussed at the meeting. Ms. Minkel-Dumit asked if there was any further discussion.

In response to an inquiry by Mr. Holloway, Mr. McKay stated the change to the PEC boundary would be limited to the site discussed.

Ms. Minkel-Dumit requested Mr. Johnson provide more details about his amendment request. Mr. Johnson stated the friendly amendment would be that the issues discussed would be resolved, subject to final approval by the Commission at the Annual Commission meeting. Mr. McKay commented that the population projection issue may not be resolved by the Annual Commission meeting, and modest text

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changes may be needed that could occur after adoption. Mr. Johnson stated continuing to work with WDNR staff on a resolution would meet the spirit of his amendment.

In response to an inquiry made by Mr. Holt, Mr. McKay stated that the text changes related to population projections would likely occur in Sections 2.4 and 2.10

Mr. Holt commented that the friendly amendment may not be necessary. Mr. Johnson rescinded the friendly amendment.

On the original motion made Mr. Pitts, seconded by Mr. Johnson, the amendment to the Village of Menomonee Falls sanitary sewer service area was unanimously recommended by the Committee for adoption by the Commission.

REVIEW AND CONSIDERATION OF PROPOSED AMENDMENT TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN: AMENDMENT TO THE CITY OF BURLINGTON SANITARY SEWER SERVICE AREA (MCHENRY STREET SITE)

Ms. Minkel-Dumit asked Mr. McKay to review the proposed amendment to the adopted regional water quality management plan pertaining to the City of Burlington sanitary sewer service area. A copy of the draft Staff Memorandum dated April 21, 2026, concerning this matter was provided to the Committee members for review prior to the meeting.

Mr. McKay indicated that in an email received September 11, 2024, the City of Burlington requested that the Commission amend the Burlington sanitary sewer service area, tributary to the Burlington sewage treatment facility. He stated that the purpose of the amendment is to change the boundary of certain PEC within the currently adopted sewer service area located on McHenry Street, which has been referred to as the Hughes Property. Under the proposed amendment, about 41.44 acres of existing PEC would be removed to facilitate a mineral extraction site and ultimately the construction of an industrial development on a portion of the extraction site. The requested removal of PEC (comprised of woodlands), would be mitigated through the replacement, expansion, restoration, and enhancement of certain portions of the PEC by about 70.86 acres to be located on the site and two other sites in the sewer service area.

In response to an inquiry by Mr. Johnson, Mr. McKay stated the PEC replacement, expansion, restoration, and enhancement efforts are further explained in the detailed mitigation plan prepared by Heartland Ecological Group and adopted by the City of Burlington. The City of Burlington has committed to ensuring that the mitigation plan is implemented.

There being no further questions or comments on a motion by Mr. Jung, seconded by Mr. Holt, the amendment to the City of Burlington sanitary sewer service area was unanimously recommended by the Committee for adoption by the Commission.

REVIEW AND CONSIDERATION OF PROPOSED AMENDMENT TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN: AMENDMENT TO THE CITY OF BURLINGTON SANITARY SEWER SERVICE AREA (FAUST PROPERTY)

Ms. Minkel-Dumit asked Mr. McKay to review the proposed amendment to the adopted regional water quality management plan pertaining to the City of Burlington sanitary sewer service area. A copy of the draft Staff Memorandum dated April 23, 2026, concerning this matter was provided to the Committee members for review prior to the meeting.

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Mr. McKay indicated that in an email received July 22, 2024, the City of Burlington requested that the Commission amend the Burlington sanitary sewer service area, tributary to the Burlington sewage treatment facility. He stated that the purpose of the amendment is to change the boundary of certain PEC within the currently adopted sewer service area located on Pine Street, which is referred to as the Faust Property. Under the proposed amendment, about 5.3 acres of existing PEC has been removed to facilitate, in part, the construction of a storage facility and a multifamily residential development that has already occurred. The PEC removed includes 3.93 acres of new disturbance and 1.36 acres of existing disturbance. In addition, one single-family homesite will disturb 0.9 acres of PEC, but remains identified as PEC because it meets the rural residential development guidelines for development considered compatible with environmental corridors. The requested removal of the portion of PEC comprised of 0.21 acres of riparian buffer would be mitigated through the replacement of 0.31 acres of riparian buffer. Certain woodland portions of the PEC would be expanded by about 0.65 acres.

Mr. McKay stated that there are still some outstanding issues with the mitigation plan that need to be resolved by the development team.

In response to an inquiry by Mr. Holt, Mr. McKay stated Commission staff feel comfortable recommending that the Committee recommend adoption of the amendment by the Commission; however, the issues should be resolved prior to adoption.

There being no further questions or comments on a motion by Mr. Holt, seconded by Mr. Trottier, the amendment to the City of Burlington sanitary sewer service area was unanimously recommended by the Committee for adoption by the Commission.

REVIEW AND CONSIDERATION OF PROPOSED AMENDMENT TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN: AMENDMENT TO THE TOWN OF NORWAY SANITARY DISTRICT NO. 1 SANITARY SEWER SERVICE AREA

Ms. Minkel-Dumit asked Mr. McKay to review the proposed amendment to the adopted regional water quality management plan pertaining to the Town of Norway Sanitary District No. 1 sanitary sewer service area. A copy of the draft Staff Memorandum dated April 27, 2026, concerning this matter was provided to the Committee members for review prior to the meeting.

Mr. McKay indicated that in a letter received February 18, 2026, the Sanitary District requested that the Commission amend the Town of Norway Sanitary District No. 1 sanitary sewer service area, tributary to the Sanitary District sewage treatment facility. He stated that the purpose of the amendment is to include certain lands located immediately adjacent to, but outside of, the currently adopted sewer service area.

Mr. McKay stated that a church owns a parcel of land inside the sewer service area and would like to purchase a neighboring parcel, which is outside the sewer service area and combine them. He explained this is the reason for the amendment.

There being no questions or comments on a motion by Mr. Holt, seconded by Mr. Jung, the amendment to the Town of Norway Sanitary District No. 1 sanitary sewer service area was unanimously recommended by the Committee for adoption by the Commission.

REVIEW AND CONSIDERATION OF PROPOSED AMENDMENT TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN: AMENDMENT TO THE VILLAGE OF JACKSON SANITARY SEWER SERVICE AREA

Ms. Minkel-Dumit asked Mr. McKay to review the proposed amendment to the adopted regional water quality management plan pertaining to the Jackson sanitary sewer service area. A copy of the draft of SEWRPC Community Assistance Planning Report No. 124 (3rd Edition) *Sanitary Sewer Service Area for the Village of Jackson* was provided to the Committee members for review prior to the meeting.

Mr. McKay indicated that by email dated April 16, 2025, the Village of Jackson requested that the Commission revise the sanitary sewer service area plan. He stated that the second edition of the sewer service area plan was prepared in 1997 for the Village of Jackson. He then stated that the purpose of the revision is to add lands adjacent to the Village of Jackson that are not currently in the adopted sewer service area. In response to the request, staff have prepared a third edition of the plan because of the age of the plan and the extent of the proposed changes. Preparing a new edition allowed staff to incorporate updated natural resource information and information from the Village's recently adopted comprehensive plan update throughout the entire proposed sewer service area.

Mr. McKay directed the attention of the Committee members to Map 2.1, which identifies the proposed changes to the Jackson sanitary sewer service area. He stated that the areas proposed to be added by the Village total 1,012 acres in size. He then noted that future development in the proposed additions to the service area would consist of medium- and high-density residential uses, mixed use, commercial uses, governmental and institutional uses, and industrial uses under the Village comprehensive plan. He then directed the attention of the Committee members to Maps 2.2 and 2.4a through 2.4i, which show environmentally significant lands.

Mr. McKay then stated that the Population within the Proposed Sewer Service Area text on page 10 of the report may require changes because of the differences between Commission year 2050 population projection and the DOA projection, similar to the Menomonee Falls report.

Mr. McKay also explained that the Jackson Wastewater Treatment Plant does not have adequate capacity to treat sewage flows from all of the areas proposed to be added to the sewer service area. The Village of Jackson, in recognition of requesting the addition of lands to the existing sewer service area that exceed demonstrated capacity at the treatment plant, has confirmed intentions of updating the current facility plan in 2032 or at such a time when development of the Village approaches the current 1.69 mgd rated average annual capacity of the plant.

There being no questions or comments on a motion by Mr. Pitts, seconded by Mr. Trottier, the amendment to the Village of Jackson sanitary sewer service area was unanimously recommended by the Committee for adoption by the Commission.

CORRESPONDENCE/ANNOUNCEMENTS

Ms. Hacker requested that Committee members email with their availability for the dinner following the Annual Commission meeting scheduled for June 17, 2026, at the Pewaukee Village Hall.

Mr. McKay stated that a demonstration of the Regional Food System Plan website that is currently under development may occur at the next Planning and Research Committee meeting in August.

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Ms. Minkel-Dumit added that any Committee members planning to submit a reimbursement for mileage should do so by the end of June.

ADJOURNMENT

There being no further business to come before the Committee, on a motion by Mr. Pitts, seconded by Mr. Decker, and carried unanimously, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Stephanie Hacker
Executive Director

BRM/KO
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