



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes

ZONING CODE TECHNICAL COMMITTEE

JEFF OSTERMAN, CHAIR

Joseph M. Dobbs, Jezamil Arroyo-Vega and Ed Richardson

Staff Assistant, Chris Lee, 286-2232

Fax: 286-3456, clee@milwaukee.gov

Legislative Liaison, Jeff Osterman, 414-286-2262,

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Thursday, December 18, 2025

11:00 AM

Room 303, City Hall

Meeting convened at 11:01 a.m.

Present 4 - Osterman, Richardson, Arroyo-Vega and Dobbs

Also present:

Tanya Fonseca, DCD Planning

Kristin Connelly, DCD Planning

Ald. Russell Stamper, II, 15th Ald. Dist.

1. [251071](#) A substitute ordinance relating to notification requirements for city plan commission public hearings on zoning map amendments.

Sponsors: Ald. Perez and Ald. Stamper

Chair Osterman commented. The file is similar to a file passed last year to increase the notification requirements for the Board of Zoning Appeals relating to public hearings (on variances and special uses) from 200 feet to 250 feet and to include all addresses instead of just property owner addresses. This ordinance provides that, in addition to the notice required by the City Plan Commission by-laws, notice of City Plan Commission public hearings shall be provided to all owners of property immediately surrounding and within at least 250 feet of the property under consideration, including streets and alleys, as well as to all mailing addresses in the same area.

Ms. Fonseca commented. Her office is in support to increase the notification requirements. Additional funding in 2026 will give them the capacity and funding to do the additional noticing. This change will reduce the number of different mailing lists that they manage between the City Plan Commission and the Zoning, Neighborhoods and Development Committee into just one to be used for both meeting bodies. After passage and codification of this file, they will subsequently remove mention of these notification requirements in the City Plan Commission by-laws to reduce redundancy.

Ald. Stamper said that he wants ongoing and increased public outreach to take place, such as the use of E-notification for public hearing notifications for the different aldermanic districts.

Ald. Stamper added as a cosponsor and inquired about the additional 50 feet.

Ms. Fonseca replied. The additional area will cover a radius around the subject property. The size of the area will vary based on the size of the subject site and the density of the area. Some will see more increase than others. She can examine and share further information after the meeting.

Chair Osterman added that, based on sample research conducted of past public hearings on zoning map amendments, the average number of property owner addresses surrounding a subject property was 22 (within 200 feet) and 30 (within 250 feet). The average number of all addresses surrounding a subject property was 212 (within 250 feet).

Member Richardson moved that the proposed ordinance meets the criteria of legality and enforceability, administrative efficiency, and consistency with the format of the zoning code. Member Dobbs seconded. There were no objections.

Ms. Fonseca said that there will likely be a proposed substitute version for the file to clean up and clarify the updating of their by-laws. There will not be any revisions of substance.

2. [241665](#)

A substitute ordinance relating to notification requirements for certain matters appearing before the zoning, neighborhoods and development committee.

Sponsors: Ald. Perez and Ald. Stamper

Chair Osterman said that this file does the exact same thing as the previous file except that it pertains to the notification requirements for zoning map amendment public hearings before the Zoning, Neighborhoods and Development Committee instead of the City Plan Commission. Also, there is no reference to any City Plan Commission by-laws.

Member Richardson moved that the proposed ordinance meets the criteria of legality and enforceability, administrative efficiency, and consistency with the format of the zoning code. Member Dobbs seconded. There were no objections.

Meeting adjourned at 11:13 a.m.

**Chris Lee, Staff Assistant
Council Records Section
City Clerk's Office**