



Department of City Development

Housing Authority  
Redevelopment Authority  
City Plan Commission  
Historic Preservation Commission  
NIDC

**Rocky Marcoux**  
Commissioner

**Martha L. Brown**  
Deputy Commissioner

February 24, 2006

To The Honorable  
Common Council of the City of Milwaukee  
City Hall, Room 205

Dear Common Council Members:

Re: Amendment of the water service agreement between the City of Milwaukee and the City of Wauwatosa to enlarge its service area to include the Village of Elm Grove.

Common Council Files Nos. 980871 and 020459 established the procedure and policy criteria to be followed when the City of Milwaukee considers requests for the sale of water to neighboring communities.

By adoption of File No. 050847 on November 15, 2005, and in compliance with File Nos. 980871 and 020459, the Common Council authorized various City departments to conduct certain studies and to report those findings for consideration along with the resolution seeking authority to amend the subject water service agreement.

The Department of City Development has completed its study and submits herewith an overview and analysis of the Village of Elm Grove's Comprehensive Plan relative to Criteria 6, 7 and 8 established in File No. 020459.

Village of Elm Grove  
Comprehensive Plan Overview

1. Comprehensive Plan per Section 66.1001, Wisconsin Statutes – Under the State's Smart Growth requirements, with the assistance of the Southeastern Wisconsin Regional Planning Commission (SEWRPC) and Waukesha County, the Village of Elm Grove has started to prepare a Comprehensive Plan for the Village. The timeline anticipates completion of all required elements by 2007, prior to the State's deadline of 2010.

The Village recently released a Request for Statement of Qualifications from urban planning consultants to prepare the Comprehensive Plan. The schedule anticipates that the Village Board will approve a consultant and contract March 28, 2006. The Request indicates the completion of the plan will be no later than September 2007.

2. Additional Plans and Studies – The Village also has developed and adopted several additional plans that will be incorporated into the final Village of Elm Grove Comprehensive Plan.
  - a. Comprehensive Outdoor Park and Open Space Plan – In the fall of 2005, the Village approved the first Comprehensive Outdoor Park and Open Space Plan. This plan includes efforts to provide seamless pedestrian access through the Village from the City of Wauwatosa to the City of Brookfield.
  - b. Downtown Business District Design Guidelines – Adopted in 2003, the Village adopted Downtown Business District Guidelines in an effort to guide future development and redevelopment within the Village’s downtown business district. The Village also established a Downtown Business District Design Overlay District in which the guidelines would apply. The guidelines focus on appropriate building massing and incorporate infill development standards to complement the various architectural styles already present within the downtown business district. The guidelines also indicate a desire for land use diversity with mixed-use buildings in the downtown area.
  - c. Flood Management Plan and Floodplain Remapping – The Village is bisected by the Underwood Creek floodplain and has flooded numerous times, most recently in 1997 and 1998. Over the last seven years, the Village has worked on the development of the Village’s flood management plan, now under construction. It is anticipated that the majority of construction will be completed by the end of Summer 2006 with final project closeout in Spring 2007.

In an effort to provide property owners with an estimate of where and how much the floodplain will shrink due to the implementation of the flood management plan, the Village began floodplain remapping efforts in January 2006. It is the Village’s intent to apply to the Federal Emergency Management Agency (FEMA) for the Conditional Letter of Map Revision that would become finalized after final project closeout of the flood management plan in Spring 2007.

3. Waukesha County Planning Activity

1997 Waukesha County Development Plan – Waukesha County is in the process of updating its Comprehensive Development Plan *per Section 66.1001, Wisconsin Statutes*. The 1997 Plan incorporated a time frame extending to 2010 and contains both a Transportation Plan and a Housing Plan.

- “Growth and development in Waukesha County envisioned under the recommended County land use plan through the year 2010 and beyond also will require an increase in the level of public transit services provided within the County.”
- “The plan includes a recommendation regarding three levels of service: rapid transit, express and local transit service.”

- “A key component of the housing plan presented in this chapter is an affordable housing allocation strategy. This strategy indicates the total number of affordable housing units that should be provided in Waukesha County during the period from 1990 to 2010 and the recommended geographic distribution of those units within the County, based largely upon existing and planned employment.”
- “Underlying the affordable housing allocation strategy is the principle that areas which provide a full range of employment opportunities should provide a full range of housing opportunities.”

### Analysis

The following is the Department of City Development’s analysis of the Village of Elm Grove’s Comprehensive Plan in terms of the three planning criteria established by File No. 020459.

1. Whether the community or area to be served has adopted a Comprehensive Plan according to the provisions of Section 66.1001, Wisconsin Statutes.

The Village of Elm Grove, like most other communities in the State, is moving forward in an attempt to meet the State’s deadline for approval of a Comprehensive Plan under Section 66.1001, Wisconsin Statutes. As indicated by its Comprehensive Plan timeline, the Village of Elm Grove is currently working with Waukesha County and SEWRPC to complete all required elements. The Village anticipates completion of the plan by September 2007.

The Village has already adopted a Comprehensive Park and Open Space Plan, Flood Management Plan and Downtown Business District Design Guidelines, which will be incorporated into the final Comprehensive Plan.

2. Whether the community or area to be served has adopted a comprehensive housing strategy.

The 1997 Waukesha County Development Plan includes a Housing Plan. The County is currently revising the Development plan per Section 66.1001, Wisconsin Statutes, with anticipated completion by 2007.

As part of the comprehensive planning process, the Village of Elm Grove will prepare a comprehensive housing strategy. The estimated completion date of this element is September 2007.

3. Whether the community or area to be served has adopted a comprehensive public transportation strategy.

The 1997 Waukesha County Development Plan includes a Transportation Plan. The County is currently revising the Development Plan per Section 66.1001, Wisconsin Statutes, with anticipated completion by 2007.

While the Village of Elm Grove does not have an adopted Comprehensive Plan, Waukesha County does have a Comprehensive Development Plan adopted in 1997. In the absence of a Village Comprehensive Plan, the Village of Elm Grove follows the County's Comprehensive Plan.

Based on our review of this information, we believe that Waukesha County's Comprehensive Plan does comply with Criteria 6, 7 and 8 of File No. 020459 at this time. Upon completion of its Comprehensive Plan by September 2007, the Village also will comply with Criteria 6, 7 and 8.

Sincerely,

A handwritten signature in black ink, appearing to read "Rocky Marcoux". The signature is written in a cursive, flowing style.

Rocky Marcoux  
Commissioner