



City of Waukesha
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Committee: Plan Commission	Date: 1/15/2025
Common Council Item Number: PC24-0582	Date: 1/15/2025
Submitted By: Doug Koehler, Principal Planner	City Administrator Approval: Click here to enter text.
Finance Department Review: Click here to enter text.	City Attorney's Office Review: Click here to enter text.
Zoning Code Update – Review of the Preliminary Recommendations Report – An opportunity for Commissioners and others in attendance to provide input on the recommendations for the Zoning Code Update.	

Details: Last year the City hired Houseal Lavigne Associates to lead a rewrite to its zoning code. They have been working for the past several months on the attached Preliminary Recommendations Report. The report is a comprehensive explanation of their recommendations for re-organizing and re-writing Chapter 22 of the City's ordinances. It is based on the policy recommendations in the Comprehensive Plan, on their findings from the public outreach efforts they conducted over the spring and summer of last year, and on extensive discussions with City staff.

The report is organized into six chapters. It includes assessments of the existing code, and which parts are not consistent with the Comprehensive Plan and with modern best practices. It also includes numerous recommendations for how to fix those problems. Many of the recommendations are located in Chapter 1, Key Zoning Code Update Themes, which is further subdivided into several subsections.

City Staff has reviewed several drafts of the report and made numerous recommendations for modifications to it. Houseal Lavigne staff have incorporated most of them into the document. This meeting is an opportunity for members of the Plan Commission and Council to familiarize themselves with the recommendations and to provide input on them.

The next step in the project is to begin rewriting sections of the code itself. As portions of the proposed code are finished, they will be brought to the Plan Commission and Council for review and comment. We expect to have the process completed by the end of 2025.

In late December the Council approved an amendment to Houseal Lavigne's contract to update to the Subdivision Code as well. This was one of the original goals of the project, but it was not initially possible to fit it within the project budget. The Subdivision and Platting ordinance, which is currently Chapter 23 of the City code, will be incorporated into the Zoning ordinance and will be modified to be consistent with the goals of the project. Since this agreement was finalized very recently, no recommendations for the Subdivision Code are included in the Recommendations Report.

Options & Alternatives:
[Click here to enter text.](#)

Financial Remarks:

No financial impact to the City.

Staff Recommendation:

The Plan Commission should take no action on the report, but should discuss it and provide input on the recommendations.