AMOP: PARKLAND ENCROACHMENT



START

DISCOVERYParks assigns a staff Point of Contact for an

Staff creates a workflow/tracking document for the case.

Park's Executive Director prioritizes order in which encroachments are addressed.



VERIFICATION
Staff researches, documents, and verifies encroachment occurrence(s).



NOTIFICATION

Once an encroachment is verified, notice will be sent to the property owner by certified mail.

Depending on the severity of the encroachment, Parks may issue a Stop Order requiring an immediate cessation of the unauthorized use of parkland.

If the responsible party fails to comply with an issued stop order, the party may be subject to a fine.



ENFORCEMENT

Parks has any and all means provided by the Milwaukee County Ordinance, including legal action, to address the encroachment.

Parks will consider the severity of the encroachment and number of infractions.

The responsible party may be held liable in a civil forfeiture proceeding with the potential resulting in a civil penalty (fine), restoration of the affected parkland, or other penalty.

If Parks cannot identify
a responsible party or
if there is a substantial
risk, Parks may impose
a civil penalty, abate the
unauthorized use and
restore the property, or refer
the matter to legal.

Should Parks abate the encroachment, the responsibility for abatement costs will fall on the responsible party.

Restoration of affected Parks property must be carefully planned and executed according to direction from Parks.

FINISH

APPROVAL

When Parks has decided that the encroachment has been reasonably addressed, the resolution of the encroachment may be referred to the County Facilities Plan Steering Committee (CFP), the County Executive, and the County Board of Supervisors.



APPEAL

If the property owner wishes to challenge the existence of an encroachment they may hire professional services to do so.



REMINDER

PERMITTED USES

This procedure does not prevent individuals or groups from performing community service activities. However, approval of service activities requires the written permission of Parks.