

BAY-LAKE REGIONAL PLANNING COMMISSION
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MONTHLY WORK PROGRAM ACTIVITY REPORT
By County
AUGUST 2005

BROWN COUNTY

- During the last month the Regional Transportation Planner completed a modal shift study for the port of Green Bay that was presented to the Brown County Harbor Commission on August 1. The study determines the environmental impacts that are likely to occur if the cargo tonnage shipped through the Port of Green Bay in 2004 were shifted to either rail or truck transport.
- The Assistant Director attended the International Trade Executive Committee meeting on August 5 at the Green Bay Area Chamber of Commerce.
- Commission staff has begun necessary preparations for the development of a Brown County all-hazards mitigation plan, which will be funded by FEMA.
- On August 23, the Executive Director met with the Brown County United Way's Community Impact Council in Green Bay. Additional meetings were held on August 2nd and August 31st to discuss a budget for implementing a 211 Informational and Referral telephone system in Brown County.
- Commission staff participated in an open house concerning the Green Bay MPO long-range transportation plan hosted by the Brown County Planning Commission staff the evening of August 29, 2005.
- Commission staff participated in a meeting of the Brown County Planning Commission Transportation Subcommittee the morning of August 30, 2005. Agenda items at this meeting included discussion of the draft sections to be added to the transportation chapter of the Brown County Comprehensive Plan in order to create the Green Bay MPO long-range transportation plan, recommendation of approval of the *2006 Transportation Planning Work Program*, and recommendation of approval of the *2006 – 2010 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.

DOOR COUNTY

- On August 16, the Assistant Director attended the Sturgeon Bay City Council meeting to present the 2005 CEDS Annual Report.
- Commission staff participated in a conference call at the WisDOT Northeast Region office the afternoon of August 18 with staff from the WisDOT Northeast Region, the WisDOT Central Office, the WDNR Bureau of Air Management, the Federal Highway Administration (FHWA), and with the U.S. Environmental Protection Agency (USEPA), to discuss transportation/air quality conformity procedures to be used for the Michigan Street bridge project recently approved as part of the biennial state budget.
- During August the Regional Transportation Planner continued work on draft elements of the Town of Union's Comprehensive Plan. The land use element of the Town's comprehensive plan was reviewed by the Plan Commission on August 30th.

- Commission staff provided technical assistance to the Towns of Gibraltar and Liberty Grove regarding planning and zoning issues in August.

FLORENCE COUNTY

- During August, Commission staff continued to develop the *Florence County All-Hazards Mitigation Plan*. The Executive Director met with the Florence County Emergency Management Director on August 22 to review components of the plan.
- On August 23, the Assistant Director attended the Florence County Economic Development Committee's bi-monthly meeting to present the 2005 CEDS Annual Report.

KEWAUNEE COUNTY

- On August 11, the Commission's Community Assistance Planner hosted the Village of Luxemburg Midpoint Open House to present background data for the village's Comprehensive Plan update and to answer any questions from the public.
- On August 17, the Commission's Community Planner reviewed elements of the Town of Luxemburg Comprehensive Plan and continued working on the planning process.
- On August 23, the Regional Transportation Planner met with the Town of Franklin Plan Commission to provide technical assistance relative to construction of code of ordinance that will include a comprehensive revision of the town's zoning ordinance.
- On August 24, the Commission's Community Planner presented the Utilities and Community Facilities element of the Town of Pierce Comprehensive Plan and continued working on the planning process.
- During August, Commission staff continued work on community comprehensive plans for the Towns of Ahnapee, Luxemburg, Pierce and Red River and for the City of Kewaunee, the Village of Luxemburg and Kewaunee County.

MANITOWOC COUNTY

- On August 22, the Assistant Director and Community Assistance Planner met with the Town of Centerville/Village of Cleveland Smart Growth Commission to continue working on the joint comprehensive planning process.
- On August 30, The Executive Director and the Natural Resources Planner met with the Manitowoc-Two Rivers SSA TAC to begin the process of amending their SSA.
- The GIS Coordinator continued to work with Manitowoc County Soil & Water Department on their nutrient management GIS mapping project.
- The Economic Development Planner continued to provide CDBG-PFED grant administrative services to the City of Two Rivers, for its Eggers Industry, Inc. project throughout the month.
- The Economic Development Planner completed a final application for the City of Two Rivers' JE Hamilton Community House. A grant from the WI Department of Commerce was awarded to the City for \$500,000 to renovate this facility.
- Commission staff has begun necessary preparations for the development of a Manitowoc County all-hazards mitigation plan, which will be funded by FEMA.

MARINETTE COUNTY

- On August 4, the Regional Transportation Planner assisted the Town of Pound Plan Commission in conducting a public hearing to obtain comment on a new Code of Ordinances that contains *Chapter 10: Zoning Ordinance*. At a meeting following the Public Hearing, the

Plan Commission recommended adoption of the Code of Ordinances and the Zoning Ordinance.

- On August 9, the Executive Director and the Regional Transportation Planner met with the City of Peshtigo/Town of Peshtigo Joint Planning Committee to discuss the community image survey and to continue work on the land use element of the joint comprehensive plan.
- On August 24,, the Executive Director conducted a meeting of the Marinette Sewer Service Plan Technical Advisory Committee at the Marinette City Hall to review a draft of the Sewer Service Plan and to set a date for a Public Hearing on the plan.
- The Assistant Director continued to participate in the City of Marinette's Comprehensive Development Program by attending their monthly meeting on August 24.
- On August 25, the Regional Transportation Planner conducted a pavement survey for the Town of Stephenson.
- On August 25, the Regional Transportation Planner attended a Board meeting for the Town of Pound, at which the Town Board adopted the new code of ordinances containing a zoning ordinance.
- Commission staff has begun necessary preparations for the development of a Marinette County all-hazards mitigation plan, which will be funded by FEMA.

OCONTO COUNTY

- The Economic Development Planner continued working on the closeout documentation for the CDBG funds received by the Village of Coleman.
- Commission staff provided technical assistance to Oconto County Planning staff regarding the preparation of a Multi-jurisdictional Comprehensive Planning Grant application.

SHEBOYGAN COUNTY

- A meeting of the Sheboygan Transit Development Program (TDP) Review Committee was held on August 4. This meeting involved review and recommendation of approval of the preferred alternative/recommended transit system, as well as discussion of next steps in the planning process. The "preferred alternative" would involve 40 minute headways, with 20 minute morning and afternoon peak service on weekdays. Sheboygan Transit staff also wants Commission staff to look at a transit service alternative that would involve a mix of 30 and 60 minute routes. The objectives of Sheboygan Transit for late 2006 are to stay within budget while at the same time provide service to emerging trip generators on the south side of Sheboygan currently underserved by transit.
- Commission staff met with staff of the Sheboygan Parking and Transit Utility the afternoon of August 16 to discuss the details and operating assumptions behind an alternative involving a mix of 30 and 60 minute transit routes, so that this alternative can be presented at the next meeting of the TDP Review Committee, scheduled for September 8th.
- Commission staff presented an update on the Sheboygan TDP to members of the Sheboygan Parking and Transit Utility Commission on August 16th.
- Commission staff reported on various planning activities that the Commission is involved with in Sheboygan County at a meeting of the Commission's Executive Committee held at the Sheboygan County Administration Building on August 12, 2005.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on August 25, 2005. Agenda items at this meeting included a brief overview of output from the travel demand forecast model for the 2035 development scenarios examined in the *Year 2035 Sheboygan Area Transportation Plan (SATP)*, selection of a preferred development

scenario to be carried forward in completing the *Year 2035 SATP*, suggestions of projects to be tested with the travel demand forecast model, and an update on various other planning activities, including the Sheboygan TDP. Staff sent out agenda packets for this meeting (including meeting notice, agenda and minutes from the May 26 and July 28 joint meetings) to members of both committees on August 18.

- Commission staff held a meeting of the *2015 Sheboygan Urbanized Area Sewer Service Plan* Technical Advisory Committee the morning of August 25, 2005. At this meeting, the plan TAC reviewed a staff report concerning a proposed Type I Amendment to the *2015 Sheboygan Urbanized Area Sewer Service Plan* submitted by the City of Sheboygan Falls, and recommended approval of the amendment. Commission staff is finalizing the staff report concerning the amendment, and will submit the amendment to staff of the Wisconsin Department of Natural Resources in Madison for final review in early September.
- Staff reviewed five sewer service extensions in Sheboygan County in August. All five extensions were in the Sheboygan sewer service area, and therefore were reviewed for conformity with the *Sheboygan Urbanized Area Sewer Service Plan*.
- Commission staff met with staff of the Sheboygan County Planning and Resources Department, of the Sheboygan County Highway Department, and of U.S. Representative Tom Petri's Fond du Lac and Washington, DC, offices the afternoon of August 25, 2005, to discuss implementation issues involved with the \$25 million grant that was earmarked for Sheboygan County for non-motorized transportation in the recently approved federal surface transportation authorization legislation. At this meeting, Commission staff provided Sheboygan County Planning and Resources Department staff with maps of recommended bicycle facilities in the *Year 2025 SATP* and the regional bicycle facilities plan component for Sheboygan County, and stressed the need to implement a network of bicycle and pedestrian facilities and not utilize all of the funding on expensive "showcase" projects, if the program is to be effective in getting residents out of their vehicles to utilize bicycling and/or walking as a means of transportation.

MULTI-COUNTY/REGIONAL

- On August 3, the GIS Coordinator was a guest speaker for a GIS Users meeting that dealt with GIS and data in Northeast Wisconsin.
- On August 4, the Executive Director and Assistant Director attended a meeting of the Association of Wisconsin Regional Planning Commissions.
- On August 9, the GIS Coordinator participated in a phone conference with the Wisconsin Land Information Association (WLIA) Emergency Management Task Force.
- The GIS Specialist attended the Wisconsin Chapter of the National Emergency Number Association Business Meeting on August 10, in Stevens Point.
- Commission staff participated in a meeting at the Southeastern Wisconsin Regional Planning Commission (SEWRPC) office on August 10, 2005, to review scores given to Congestion Mitigation and Air Quality (CMAQ) improvement program candidate projects for the fiscal year 2006 – 2008 cycle. Five transit and bicycle/pedestrian projects have been submitted for potential CMAQ funding from jurisdictions in Manitowoc and Sheboygan counties. The committee reviewing the projects consists of staff from the DOT and DNR central and regional offices, as well as transportation planning staff from the two affected RPCs (SEWRPC and BLRPC). Each agency (DOT, DNR and the affected RPC) gave a score to each project deemed eligible by the Federal Highway Administration (FHWA), and the

scores were averaged, with projects with higher average scores faring better in their chance to obtain CMAQ funding.

- On August 11, the Commission held a meeting of the County Planning and Zoning Directors in the region to discuss the Regional Comprehensive Plan and county planning activities.
- The Assistant Director and Economic Development Planner hosted the quarterly meeting of the Economic Development Advisory Committee (EDAC) on August 18. The EDAC reviewed a draft of the 2005 CEDS Annual Report.
- The Assistant Director and Economic Development Planner attended the monthly NEWREP meeting at NWTC on August 26.
- On August 26, the Assistant Director met with Elizabeth Runge of East Central Regional Planning Commission to continue work on a planning grant application that will be submitted to the Economic Development Administration (EDA) in September.
- On August 30, the Executive Director and the Regional transportation Planner facilitated a meeting of the Commission's Technical Advisory Committee on Land Use and Transportation. Elements of the Commission's Maser Plan were presented to the TAC for review and comment.
- On August 30, the Assistant Director attended a meeting in Gillett to finalize plans for the Northwoods Economic Forum to be held October 4 at the Four Seasons Resort in Beecher.
- The Natural Resources Planner completed development of EPA/NFWF grant materials and they were submitted August 31. The grant will provide funding to create a GIS habitat model for the Upper Green Bay Basin.
- The Assistant Director, Economic Development Planner, and Accounts Coordinator continued working on the 2005 CEDS Annual Report.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- The GIS Coordinator continued to work on the Bay-Lake RPC web mapping site.
- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- Commission staff has begun necessary preparations for the development of Brown, Manitowoc and Sheboygan County all-hazards mitigation plans, which will be funded by FEMA.
- The GIS Coordinator met with the Nature Conservancy to discuss GIS datasets in the Bay-Lake Region.
- The GIS Specialist participated in a conference call pertaining to the multi-regional orthophotography consortium. The topic was Digital Orthophotography (QA/QC) Training in conferences that will be held later this year.
- The Natural Resources Planner, with a technical advisory group, has begun planning a series of mini-workshops throughout the region to provide information and guidance on addressing stormwater regulations, economic and tourism development, and comprehensive planning implementation.
- The Economic Development Planner continued to update the website for NEWREP including adding information on the Business Plan Competition, updating news and events listings, updating contact information and responding to requests and comments.