

**BAY-LAKE REGIONAL PLANNING COMMISSION  
211 NORTH BROADWAY, SUITE 211  
GREEN BAY, WI, 54303  
[www.baylakerpc.org](http://www.baylakerpc.org)**

**MONTHLY WORK PROGRAM ACTIVITY REPORT  
By County  
DECEMBER 2005**

**BROWN COUNTY**

- The Commission coordinated the initial meeting with Brown County Emergency Management held December 1<sup>st</sup> to begin development of an All-Hazards Mitigation Plan involving the county and all municipalities. The next meeting is scheduled for February 1, 2006.
- In December, the Regional Transportation Planner submitted “pavement rating data” to WisDOT for the towns of Green Bay and Holland.

**DOOR COUNTY**

- The Regional Transportation Planner continued to work on the comprehensive plan that is being prepared for the Town of Union.

**FLORENCE COUNTY**

- During December, the Regional Transportation Planner continued to provide technical assistance to Florence County toward developing potential bicycle and pedestrian facilities in the Town of Aurora.
- On December 16<sup>th</sup> the Executive Director met with the Florence County Forestry Manager to review the process of updating the *Florence Country Outdoor Recreation Plan* in 2006.

**KEWAUNEE COUNTY**

- The GIS Coordinator assisted East Shore Industries with U.S. Census information for a Section 5310 Grant.
- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- On December 6<sup>th</sup>, the Commission’s Community Assistance Planner reviewed elements of the City of Kewaunee Comprehensive Plan and continued working on the city’s planning process.
- On December 6<sup>th</sup>, the Regional Transportation Planner met with the Town of Franklin Plan Commission to review revisions to the town’s zoning ordinance.
- On December 7<sup>th</sup>, the Regional Transportation Planner met with the Town of Red River Plan Commission to continue the development of the town’s comprehensive plan update.
- On December 7<sup>th</sup>, the Commission’s Community Assistance Planner reviewed the strategies portion of the Town of Luxemburg Comprehensive Plan and continued working on the town’s planning document.
- On December 13<sup>th</sup>, the Commission’s Community Assistance Planner met with the Town of Ahnapee to reviewed elements of the Comprehensive Plan, and discuss zoning issues.
- During December, 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.
- In December, the Regional Transportation Planner submitted “pavement rating data” to WisDOT for the Town of Franklin.

### **MANITOWOC COUNTY**

- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- On December 20<sup>th</sup>, the Natural Resources Planner received approval from the WDNR regarding an amendment request on behalf of the City of Two Rivers to include the Village of Mishicot in the City's Sewer Service Area.
- During December, Commission staff continued work on community comprehensive plans for the Town of Centerville and the Village of Cleveland.
- 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 continued to provide CDBG-PF grant administrative services to the City of Two Rivers, for its JE Hamilton Community House project throughout the month.
- During December, the Commission staff continued work on the Manitowoc County Hazard Mitigation Plan.

### **MARINETTE COUNTY**

- On December 13<sup>th</sup>, the Executive Director held a meeting with the City of Peshtigo/Town of Peshtigo Joint Planning Committee to review the preliminary General Plan Design and comprehensive plan.
- On December 5<sup>th</sup>, the Regional Transportation Planner met with City of Marinette and WisDOT staff to review the City's 2006 application for state and federal assistance for the operation of the City's taxi transit service.
- On December 8<sup>th</sup> the Regional Transportation Planner met with the Town of Pound Plan Commission to provide assistance with the administration of their newly adopted zoning ordinance. Prior to the Plan Commission meeting, the Regional Transportation Planner assisted the town with the conduct of two public hearings for zoning map amendment request.
- The Economic Development Planner continued correspondence with the Village of Coleman regarding closeout documentation for the CDBG funds received for their PFED project.
- The Economic Development Planner continued correspondence with the Village of Coleman, regarding their TIF district and other areas in need of public infrastructure within the village limits.
- In December, the Regional Transportation Planner submitted "pavement rating data" to WisDOT for the Town of Stephenson.

### **OCONTO COUNTY**

- On December 2<sup>nd</sup>, the Commission's Assistant Director, GIS Coordinator and Regional Transportation Planner met with the City of Oconto Plan Commission to initiate the city's comprehensive plan update process.
- In December, the Regional Transportation Planner submitted "pavement rating data" to WisDOT for the Town of Riverview.

### **SHEBOYGAN COUNTY**

- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on December 20<sup>th</sup>. Agenda items at this meeting included: continued review of draft Chapter 5 of the *Year 2035 Sheboygan Area Transportation Plan* (Existing Condition of the

Transportation Network); an update on the non-motorized transportation grant program by Sheboygan County staff, review and recommendation of approval of an amendment to the 2005 – 2008 TIP to provide funding from the non-motorized transportation grant to update bicycle and pedestrian transportation plans in Sheboygan County, and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda and minutes from the November 10<sup>th</sup> joint meeting) to members of both committees on December 13<sup>th</sup>.

- Commission staff continued drafting chapters for the *Year 2035 SATP* in December. Staff continued work on Chapter 5 (Existing Condition of the Transportation Network), with emphasis on the inventory of the transit network.
- Commission staff participated in a teleconference concerning the air quality conformity analysis for the State Highway 23 expansion project on December 1<sup>st</sup>, at the WisDOT Northeast Region office. The Sheboygan County travel demand forecast model will be used for this analysis, as it is used for conformity analyses conducted for the Sheboygan metropolitan planning area.
- Commission staff participated in a teleconference with the Director of the Sheboygan County Planning and Resources Department and with WisDOT staff and other interested parties on December 8<sup>th</sup> to discuss the non-motorized transportation grant program.
- Staff gave a report on current and upcoming Sheboygan MPO activities at a meeting of the Commission's Work Program Committee on December 9<sup>th</sup>.
- Commission staff participated in a Safe Routes to Schools meeting sponsored by WisDOT in Madison on December 15<sup>th</sup>.
- A special meeting of the Commission's Executive Committee was held on December 19<sup>th</sup> to endorse an amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvements Program (TIP): Calendar Years 2005 – 2008*. The 2005 – 2008 TIP needed to be amended in order to begin implementing the non-motorized transportation pilot program in Sheboygan County, including the programming of funding for the planning and design of bicycle and pedestrian facilities/networks, as well as for education and outreach.
- Staff reviewed one sewer service extension in Sheboygan County in December. This extension was in the Sheboygan sewer service area, and therefore was reviewed for conformity with the *Sheboygan Urbanized Area Sewer Service Plan*. During 2005, 25 extensions have been reviewed in Sheboygan County.
- The Sheboygan County All Hazards Mitigation Plan Steering Committee met on December 14<sup>th</sup> at the Sheboygan County Memorial Airport. The main agenda item addressed at this meeting involved the identification, review and rating of natural hazards to be carried forward in the plan. The committee decided to rate man-made hazards through a mail-back format due to a lack of time at the meeting (this mailing went out in late December, and is to be completed and returned to the Commission by mid January). Commission staff also distributed compact discs with examples of adopted hazard mitigation plans in Wisconsin, (including the *City of Sheboygan Natural Hazards Mitigation Plan* adopted in March 2005), at the meeting.
- During December, Commission staff continued work on the Town of Wilson comprehensive plan.

#### **MULTI-COUNTY/REGIONAL**

- The Commission meeting was held on December 9<sup>th</sup> at the Days Inn in Green Bay.
- The Regional Transportation Planner completed the *2006 Regional Transportation Work Program*, and submitted the document to WisDOT

- The Natural Resources Planner attended a meeting of the Sheboygan River Basin Partnership Board on December 6<sup>th</sup>.
- The Natural Resources Planner continued to plan 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 Natural Resources Planner participated in a grant evaluation meeting in Madison on December 22<sup>nd</sup> for the WCMP.
- The GIS Coordinator participated in a Central HAZUS Users Group phone conference call (CHUG) to discuss HAZUS-MH activities in the Central U.S.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- The GIS Coordinator and UW-Sea Grant's Coastal GIS Specialist continued to update the Bay-Lake RPC web mapping site by adding WMS Services for Land Use in the Bay-Lake Region.
- The GIS Coordinator continued to work with the WLIA Emergency Management Task Force on GIS and emergency management issues in Wisconsin.
- The GIS Coordinator continued to work with East-Central RPC to plan the January 27, 2006 GIS mini-conference entitled IMPROVE YOUR PLANNING USING TODAY'S TECHNOLOGY: A GIS Primer for Decision Makers.
- The GIS Coordinator continued to work with Wisconsin Emergency Management (WEM) staff on the use of HAZUS-MH GIS software for All-Hazard Mitigation planning in the Bay-Lake Region.
- The GIS Coordinator worked with the Wisconsin Geological Natural History Survey (WGNHS) to request geologic GIS data and maps for the Bay-Lake Region.
- The Economic Development Planner continued to update the website for NEWREP including updating news and events listings, updating contact information and responding to requests and comments.
- The Assistant Director, along with staff from Virchow-Krause, the East Central Regional Planning Commission, Fox Valley Workforce Development, met with Jim Frymark of the Wisconsin Department of Commerce on December 13<sup>th</sup> to discuss possible CDBG funding for the technology infrastructure assessment study planned for Northeast Wisconsin.
- The Executive Director and Assistant Director attended the kick-off of the NEW NORTH marketing campaign on December 8<sup>th</sup> at the EAA complex in Oshkosh.