

**BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI, 54301
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**FEBRUARY 2007
MONTHLY WORK PROGRAM ACTIVITY REPORT
By County**

BROWN COUNTY

- On February 1st, Commission staff met with the Northeast Wisconsin Stormwater Consortium to continue to develop an application for a WDNR Urban Nonpoint Source and Storm Water Planning Grant. East Central Wisconsin RPC and the Commission are jointly assisting in the grant process.
- On February 6th and February 26th, the Executive Director attended the Community Access and Resource Impact Council of the Brown County United Way to review community services provided by agencies in Brown County receiving funding from the United Way of Brown County.
- On February 8th, the Executive Director attended the monthly meeting of the Bay Area Community Council to continue discussions and develop a report concerning how to address the means to move people out of poverty in Brown County.
- The Natural Resources Planner completed and submitted a hazard mitigation plan grant application to FEMA on behalf of the Oneida Nation at the beginning of February.
- During February, the Regional Transportation Planner completed the draft *2006 Economic Impact Study for the Port of Green Bay*.
- During February, the Regional Transportation Planner provided background materials to Brown County Planning staff for the *Specialized Transportation Coordination Plan for Brown County*.
- After meeting with the Brown County Planning Commission (BCPC) staff on February 21st, Commission staff began working on the “EIS for Transportation Improvements in the Southern Portion of the Green Bay Metropolitan Area” in conjunction with the BCPC staff.
- On February 26th, the Natural Resources Planner met with the town of Ledgeview chairperson to discuss Niagara Escarpment goals in the town.
- Commission staff continued to develop the *Brown County All Hazards Mitigation Plan*. Staff met with the Steering Committee on February 28th to continue working on mitigation strategies.
- The Commission continued to review fiscal impact/community service models in conjunction with a joint BLRPC-Brown County WCMP Cost of Services Study for the Village of Suamico.
- The GIS Coordinator provided the Red Cross with custom road maps for their transportation program. These maps were provided under the WisDOT Rural Transportation Program.

DOOR COUNTY

- On February 12th, Commission staff met with the Egg Harbor Town Plan Commission to review economic development issues and begin future land use mapping as part of the development of the *Town of Egg Harbor Comprehensive Plan*.

- On February 22nd, the Regional Transportation Planner met with the Town of Union Plan Commission to continue review and development of the comprehensive plan and to discuss zoning issues.
- On February 28th, Commission staff met with Door County Core Planning Committee to kickoff the process for developing the county's comprehensive plan.
- The GIS Coordinator provided the Red Cross with custom road maps for their transportation program. These maps were provided under the WisDOT Rural Transportation Program.

FLORENCE COUNTY

- Commission staff provided technical assistance to Florence County on codifying and updating the county's ordinances.
- The Assistant Director is a member of the Steering Committee to develop the 3rd Annual Sustainable Forestry Conference. The agenda and brochure for the conference was finalized during a teleconference held February 20th.
- The Regional Transportation Planner provided assistance to Florence County and the City of Niagara toward development of applications for *Safe Routes to School* program planning grants. The Safe Routes to School program is a Federally funded international movement that promotes programs encouraging walking and biking to school, planning projects to identify issues that hinder biking and walking to school and infrastructure improvements that will make walking and biking to school safer.

KEWAUNEE COUNTY

- On February 7th, the Commission's Community Planner III met with the Town of Pierce Plan Commission to continue work on the update and revision of the Town's Zoning Ordinance.
- Commission staff met with Lee Novak of Robert E. Lee and Associates on February 8th to discuss an amendment to the Village of Luxemburg's Tax Incremental Financing District.
- On February 19th, the Commission's Community Planner III met with the Village of Luxemburg to continue working on the village's Comprehensive Plan update.
- On February 22nd, the Commission's Community Planner III met with the Kewaunee County Smart Growth Committee to continue working on the county's Comprehensive Plan.
- The Community Planner III prepared for and conducted a public Open House for the Town of Pierce Comprehensive Plan on February 27th. The Town Plan Commission held a Public Hearing following the Open House as part of their plan adoption process.
- During February, the Regional Transportation Planner continued work on the Town of Franklin's code of ordinances.
- During February, the Regional Transportation Planner provided technical assistance to the Town of Red River relative to interpretation and administration of the town's zoning ordinance.
- The GIS Coordinator provided the Red Cross with custom road maps for their transportation program. These maps were provided under the WisDOT Rural Transportation Program.

MANITOWOC COUNTY

- Commission staff met with the Director of Maritime Metro Transit in Manitowoc on February 6th to discuss updating Maritime Metro's Transit Development Program (TDP). The Commission prepared the last TDP for Maritime Metro Transit, which was adopted in 2002 and covers the period from 2003 through 2007.

- On February 22nd, the Regional Transportation Planner met with the Manitowoc County All Hazard Plan steering committee and presented portions of Chapter 4 for review.
- During January, the Commission's Regional Transportation Planner continued to develop the *Manitowoc County All Hazards Mitigation Plan*.
- The Office Accounts Coordinator and Assistant Director continued to provide CDBG-PF grant administrative services throughout the month to the City of Two Rivers for its J.E. Hamilton Community House project.
- Commission staff continued to work on the City of Two Rivers' Environmental Review Record (ERR) for their housing grant.

MARINETTE COUNTY

- On February 15th, the Executive Director and Community Planner met with the Marinette Tourism Alliance to review Chapter 4 – Outdoor Recreation Supply Inventory and discuss future planning activities for the *Marinette County Outdoor Recreation Plan*.
- On February 19th, Commission staff coordinated a meeting of the Marinette Sewer Service Technical Advisory Committee to review a staff report on a proposed SSA amendment for the City of Marinette.
- On February 19th, Commission staff met with the Marinette County Emergency Management Committee to review several sections of the *Marinette County All Hazards Mitigation Plan*.

OCONTO COUNTY

- On February 9th, the Regional Transportation Planner met with the City of Oconto Plan Commission and continued the final review of the draft Comprehensive Plan.
- Commission staff copied and distributed a complete draft copy of the *City of Oconto 20-Year Comprehensive Plan* for the required 30 day review and comment period.
- Throughout the month, Commission staff worked on the county's Comprehensive Plan. An Economic S.W.O.T. Workshop was held February 20th at the Holiday Inn in Kelly Lake. The updating of the county's land use inventory continued.

SHEBOYGAN COUNTY

- The GIS Coordinator continued to work on various mapping elements for Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* in February. Planning staff were involved in refining the Risk Assessment chapter and in starting to prepare the Mitigation Strategy chapter of the *Sheboygan County All Hazards Mitigation Plan* in February.
- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTTP) Technical Subcommittee (via teleconference) on February 8th.
- Commission staff participated in a special meeting of the Sheboygan County NMTTP Citizens' Advisory and Technical Committee (CATC) on February 14th; this meeting involved a web conference on "complete streets" produced by the American Planning Association (APA).
- Commission staff also participated in a regular meeting of the Sheboygan County NMTTP CATC on February 22nd. This meeting involved selection of the first round of projects for implementation under the NMTTP and their recommendation to the Sheboygan County Board's Joint Resources and Transportation Committee.

- The *2015 Sheboygan Urbanized Area Sewer Service Plan* Technical Advisory Committee met the morning of February 22nd to consider a Type II sewer service area plan amendment for the Town of Wilson. A staff report prepared by the Commission's Natural Resources Planner pertinent to subject amendment was reviewed at this meeting, and the TAC recommended approval of the amendment subject to several conditions being met.
- The Assistant Director attended the Wilson Plan Commission meeting on February 12th to discuss the comments received on the town's comprehensive plan at the Open House and Public Hearing.
- Commission staff assisted Bonestroo, Rosene, Anderlik & Associates with a GIS data request for information from the Bicycle Transportation Facilities Plan. These files were provided to assist in the completion of the Sheboygan County Non-Motorized Transportation Pilot Program.
- Commission staff continued to compile information and data as part of the development of the Sheboygan County comprehensive plan.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on February 22nd. Agenda items at this meeting included: an update on the MPO Public Participation Plan being developed to meet the requirements of SAFETEA-LU; an update on other efforts to make the *Year 2035 Sheboygan Area Transportation Plan (SATP)* compliant with SAFETEA-LU; distribution of CD copies of recently adopted MPO planning documents (the *Year 2035 SATP* and the *2007 – 2010 TIP*); and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda and minutes from the January 25th joint meeting) to members of both committees in mid February.
- Commission staff put the *Year 2035 SATP* and the *2007 – 2010 TIP* on CDs in February, and also placed both of these documents on the Commission's website. Commission staff also created a Sheboygan MPO web page linked to the Commission's website in February.

MULTI-COUNTY/REGIONAL

- On February 1st, Commission staff met with the Northeast Wisconsin Stormwater Consortium to continue to develop an application for a WDNR Urban Nonpoint Source and Storm Water Planning Grant. East Central Wisconsin RPC and the Commission are jointly assisting in the grant process.
- The Assistant Director participated in a teleconference on February 6th to take care of any last minute details for the 5th Annual Global Trade Conference set for April 3rd at the KI Convention Center in Green Bay.
- The Natural Resources Planner presented the Commission's grant projects to the WCMP Project Selection Committee in Madison on February 7th.
- On February 9th, the full Commission met for their regularly scheduled meeting at the Commission's offices in Green Bay.
- On February 10th, the Executive Director and Assistant Director had lunch with Congressman Steve Kagen and two of his staff members.
- The Executive Director attended a meeting of the Lake Michigan Stakeholders on February 13th to help identify priorities for Lake Michigan restoration project funding.
- The Assistant Director, along with staff from the East Central Regional Planning Commission, met with New North staff, Oneida Tribe members, and other interested parties on February 13th to obtain funding of the NEW Wisconsin Technology Infrastructure Assessment Study.

- Commission staff facilitated an Economic Development Advisory Committee meeting on February 15th.
- Commission staff met with Applied Ecological Solutions to discuss possible grant projects in the Bay-Lake Region related to natural resources on February 20th.
- The Natural Resources Planner continued to provide grant advisory assistance to the Lakeshore Natural Resource Partnership. Grantee interviews held on February 22nd at the Commission's office.
- On February 23rd, Commission staff attended the monthly NEWREP meeting at the Fox Valley Workforce Development Board offices in Neenah.
- On February 23rd, the Executive Director met with Representative Al Ott and the Executive director of the ECWRPC to discuss state recognition of the Niagara Escarpment as a unique and sensitive natural system in Wisconsin.
- Commission staff scheduled follow-up meetings to review and discuss formation of an inter-regional committee to coordinate and address access to transportation for the at risk populations with special needs. This will be a cooperative effort between the Bay-Lake and East Central Wisconsin Regional Planning Commissions, the Brown County Planning Commission, and the Wisconsin Department of Health and Family Services Northeast Region office.
- The GIS Coordinator participated in a WLIA Annual Conference meeting via phone. The annual conference is March 7th-9th in Appleton.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- Commission staff continued working on the critical habitat mapping project for the Upper Green Bay Basin.
- Commission staff continued development of the coastal hazards mitigation guide.