

**BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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**JANUARY 2008
MONTHLY WORK PROGRAM ACTIVITY REPORT
By County**

BROWN COUNTY

- On January 3rd, the Executive Director attended a meeting to continue to work with city of De Pere officials and citizens on a sustainable development initiative.
- On January 10th the Executive Director attended the monthly meeting of the Bay Area Community Council.
- The GIS Coordinator assisted Martenson & Eisele, Inc. with GIS and planning information for planning activities they are working on in the County.

DOOR COUNTY

- Commission staff met with the Town of Egg Harbor Plan Commission on January 11th to continue development of the Town of Egg Harbor's Comprehensive Plan.
- During January, the Executive Director continued to assist the Door County Soil and Water Department with development of a countywide stormwater management ordinance.
- Commission staff continued to develop the Resource Report portion of the Door County Comprehensive Plan throughout January.

FLORENCE COUNTY

- Staff continued to assist the Florence Safe Routes to School Task Force Committee in the development a Safe Routes to School Plan.
- Commission staff continued to provide technical assistance to Florence County on codifying and updating the county zoning, shoreland and floodplain ordinances.

KEWAUNEE COUNTY

- During January, Commission staff provided assistance to the Town of Franklin with revisions to their Comprehensive Plan.

MANITOWOC COUNTY

- Commission staff met with city and county of Manitowoc staff on January 11th to discuss the logistics involved with hiring a mobility manager that the Manitowoc County Aging and Disability Resource Center (ADRC) will soon hire with funds from a WisDOT New Freedom Grant. The mobility manager will be housed at the City of Manitowoc Department of Public Works/Maritime Metro Transit building.
- The City of Manitowoc Common Council approved a contract with the Commission to complete a Transit Development Program (TDP) Update for Maritime Metro Transit at its meeting on January 21st.
- Commission staff facilitated a meeting of the Manitowoc County Planning Advisory Committee (MCPAC) on January 23rd. The main agenda items at this meeting included: online community survey discussion; review of the population and housing and economic development chapters of the county comprehensive plan; presentation of the draft transportation and utilities and community facilities chapters of the county comprehensive plan; and scheduling of cluster meetings to be held in February.
- During the month of January, work continued on the Manitowoc County Comprehensive Plan. GIS staff continued inventorying land use to be used in the county comprehensive plan. Commission staff also wrote the transportation and utilities and community facilities chapters for the county comprehensive plan.

- Commission Staff assisted Foth with GIS and planning information for planning activities they are working on in the County.

MARINETTE COUNTY

- On January 7th the Regional Transportation Planner met with residents of the Town of Beaver to present information relative to development of comprehensive plans and initiation of the planning process.
- On January 10th the Regional Transportation Planner met with the City of Marinette Plan Commission to continue development of revisions and additions to the City's Code of Ordinances.
- On January 15th, the regional Transportation Planner and Executive Director met with members of the town of Grover Plan Commission to discuss zoning issues.
- On January 16th the Regional Transportation Planner met with the City of Marinette Transportation Coordination Committee to provide administrative assistance for the city's *shared-ride taxi* transit service. Additionally, during the last month, the Regional Transportation Planner began preparing quarterly and annual operations reports for the shared-ride taxi program.
- On January 22nd, the Executive Director met with the Town of Peshtigo to discuss zoning issues and the process involved in updating the town's comprehensive plan
- On January 29th the Regional Transportation Planner met with the Town of Wagner Plan Commission to continue development of the town's Code of Ordinances.
- On January 31st, Commission Staff met with the MCCPAC to continue work on the *Marinette County Comprehensive Plan*. Commission Staff reviewed three chapters (Natural, Cultural, and Agricultural Resources; Housing and Population; and Economic Development) of the Marinette County Comprehensive Plan Resource Document with the committee and also discussed results from the nominal group exercises that were done at the October 16, 2007 meeting.

OCONTO COUNTY

- Commission staff met with several Oconto County communities to continue working on their comprehensive plans. Staff facilitated Open Houses for the Village of Lena on January 16th, the Town of Lena on January 10th, the Town of Stiles on January 21st, the Town of Abrams on January 8th, and the Town of Chase on January 23rd; and met with the Town of Little Suamico on January 3rd, the Village of Suring on January 23rd, the Town of Morgan on January 9th, the Town of Chase on January 7th, the Town of Townsend on January 7th, the Town of Lakewood on January 14th, the Town of Doty on January 28th, the Town of Brazeau on January 3rd, The City of Oconto Falls on January 7th, and the towns of Spruce and Bagley on January 8th.
- During the month of January, Commission staff continued to prepare background information for the Oconto County Multi-Hazards Mitigation Plan.

SHEBOYGAN COUNTY

- Commission staff participated in an MPO Directors' meeting in Madison on January 22nd.
- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTTPP) Citizens' Advisory and Technical Committee (CATC) on January 24th.
- Commission staff facilitated a joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees on January 24th. Agenda items at this meeting included: election of an MPO Policy Advisory Committee Vice Chairperson; an update on the SAFETEA-LU compliance amendment to the *Year 2035 Sheboygan Area Transportation Plan (SATP)*; an update on the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2008 – 2011*; and an update on various other planning activities.
- Commission staff continued to prepare the draft *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2008 – 2011* in January. This mainly involved the revision of bicycle and pedestrian transportation and street and highway project tables. By the end of January, most elements of the draft TIP were in place except for the air quality conformity analysis.

- As time permitted, Commission staff revised previous sections of the SAFETEA-LU compliance amendment to the *Year 2035 SATP* that were suggested by members of the MPO advisory committees at previous meetings.
- Anticipating a conformity analysis on the *Year 2035 SATP* and the *2008 – 2011 TIP* in the near future, Commission staff continued to discuss adjustments that need to be made to the travel demand forecast model with WisDOT travel forecasting staff, and also continued to discuss emission factor development with WDNR Bureau of Air Management staff in January.
- Commission staff provided technical assistance to staff of the Sheboygan Parking and Transit Utility in January.

MULTI-COUNTY/REGIONAL

- On January 16th, Commission staff helped lead a meeting of the Northeast Wisconsin Regional Access to Transportation Committee at the Commission office. The charge of this committee is “to coordinate and develop a regional committee to systematically address access to transportation for at-risk populations with special needs.” Generally, counties covered by the Bay-Lake and East Central Wisconsin RPC regions are represented on this committee.
- On January 18th, the Natural Resources Planner participated in a meeting of the Niagara Escarpment Resource Network.
- On January 23rd the Community Planner attended a presentation at the Kaukauna Town Hall which gave an update on the Lower Fox River Basing TMDL process.
- On January 23rd, Commission staff participated in a meeting (via teleconference) to discuss progress made on development of a travel demand forecast model for Northeast Wisconsin. The first phase of this project will link the Green Bay metropolitan area model with the Appleton, Oshkosh and Fond du Lac metropolitan area models via U.S. Highway 41; this phase would include all of Brown County and portions of southern Oconto County adjacent to Brown County. A second phase of the project will include all of Sheboygan, Manitowoc, Kewaunee and Door counties in the larger regional model effort.
- On January 29th, the Principal Planner participated in Northwoods Economic Steering Committee teleconference to continue planning for the 2008 conference scheduled for October.
- The Principal Planner participated in the Sustainable Forestry Conference Steering Committee teleconference on January 30th to continue planning for the 4th Annual Sustainable Forestry Conference scheduled for April.
- On January 31st, the Natural Resources Planner attended the Wisconsin Coastal Management Program’s Project Selection Committee meeting to explain the Commission’s projects that have been submitted for possible funding.
- During January, Commission staff continued to work on the development of a Hazard Mitigation Plan for the Oneida Tribe of Indians of Wisconsin.
- GIS staff assisted environmental firms with Bay-Lake RPC historical aerial photography to be used for environmental assessments.