

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

BROWN COUNTY

- The Assistant Director participated in conference call on March 2 to continue planning for the Global Trade Conference.
- On March 3, the Natural Resources Planner and the GIS Coordinator presented the Baird Creek Watershed Monitoring (L-THIA) project to the Lower Fox Basin Partnership.
- On March 4, the Assistant Director attended the International Executive Committee meeting at the Green Bay Chamber of Commerce.
- On March 14, the Regional Transportation Planner presented the *Brown County Port Opportunity Study* to the Brown County Harbor Commission.
- On March 21, the GIS Coordinator met with the Green Bay Botanical Gardens to assist with their CAD mapping projects.
- The Assistant Director and Economic Development Planner attended the Third Annual Global Trade Conference at the KI Center on March 21.
- The Executive Director and Assistant Director attended a Waterfront Advisory Committee meeting on March 28 to continue coordinating a comprehensive waterfront usage plan for the metro area of the Fox River.
- On March 28, the Natural Resources Planner presented the Baird Creek Watershed Monitoring (L-THIA) project to the Baird Creek Preservation Foundation Board.
- On March 30, the Natural Resources Planner and Assistant Director attended a presentation on conservation subdivisions and buffer ordinances by Joel Dietl, Brown County Senior Planner.
- The Natural Resources Planner continued attending meetings of the Central Brown County Water Authority.
- The Natural Resources Planner submitted the final revisions to a grant application to FEMA to fund the Brown County All-Hazards Mitigation Plan.
- The GIS Coordinator worked with the Village of Howard's GIS Coordinator on converting data for the Village's forestry GIS project.

DOOR COUNTY

- On March 29, the Executive Director and Natural Resources Planner met with the village of Sister Bay Administrator to discuss a grant application the Commission will be assisting the village with.
- The Commission provided GIS mapping assistance to the village of Sister Bay and the towns of Gibraltar and Liberty Grove throughout March.
- During March, the Commission's Regional Transportation Planner continued work on the chapter elements of the Town of Union's Comprehensive Plan.

FLORENCE COUNTY

- On March 7 the Executive Director met with the *Florence County All-Hazards Mitigation Plan* Steering Committee to identify critical facilities and continue work on the Risk Assessment portion of the plan.
- The Assistant Director and Economic Development Planner completed the wireless E911 grant application for the county. Application was submitted to Wisconsin Public Service to help cover some of the costs for establishing a wireless 911 system.

KEWAUNEE COUNTY

- On March 1, the Assistant Director attended the Village of Luxemburg' Board meeting to approve the village's Amendment No. 2 to Tax Incremental Finance District No. 1.
- On March 2, the Commission's Community Assistance Planner and Assistant Director met with the Plan Commissions of the City of Kewaunee, Town of Ahnapee and Town of Pierce to conduct an Economic Development SWOT analysis.
- On March 2, the Regional Transportation Planner presented elements of the Town of Red River's Comprehensive Plan Update to the Town Plan Commission
- On March 7, the Assistant Director attended the Village of Luxemburg's Joint Review Board to approve the village's Amendment No. 2 to Tax Incremental Finance District No. 1.
- On March 10, the Regional Transportation Planner presented elements of the Town of Luxemburg's Comprehensive Plan Update to the Town Plan Commission.
- On March 15, the Commission's Community Assistance Planner, Regional Transportation Planner and Assistant Director met with the Plan Commissions of the Village of Luxemburg and Town of Luxemburg to conduct an Economic Development SWOT analysis.
- The Assistant Director attended the Kewaunee County EDC monthly meeting in Luxemburg on March 17.
- On March 22, the GIS Specialist met with the Town of Red River to update the Zoning Map for the Town.
- On March 28, the Executive Director held a conference call with the Lake Michigan Ice Age Core Planning Team to discuss the format and location for Open Houses in Sheboygan, Manitowoc and Kewaunee counties.
- During March, 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.
- The Community Assistance Planner responded to zoning questions for the Town of Ahnapee.
- GIS staff assisted Kewaunee Counties GIS Coordinator with data and questions relating to the Counties Farmland Preservation plan update.

MANITOWOC COUNTY

- On March 14, the Regional Transportation Planner met with the Town of Cooperstown Plan Commission to discuss zoning and land use issues and impacts related to wind turbines and wireless communications towers.
- Commission staff provided CDBG-PFED grant administrative services to the City of Two Rivers, Eggers Industry, Inc. throughout March.
- The GIS Coordinator assisted Manitowoc's GIS Coordinator in locating GIS datasets maintained by the WI DNR and WI DOT in Manitowoc County

- On March 11, the Executive Committee met in Manitowoc and toured a Discovery Farm in the town of Centerville as part of a joint meeting with the Commission's Coastal Management Citizen's Advisory Committee.
- On March 28, the Executive Director held a conference call with the Lake Michigan Ice Age Core Planning Team to discuss the format and location for Open Houses in Sheboygan, Manitowoc and Kewaunee counties.

MARINETTE COUNTY

- On March 3, March 17, and March 31, the Regional Transportation Planner met with the Town of Pound Plan Commission to continue development of a Code of Ordinances and a Zoning Ordinance for the town.
- On March 7, the Executive Director met with the city of Niagara Administrator to discuss comprehensive planning for the city.
- On March 16, the Regional Transportation Planner attended a meeting of the Transportation Coordination Committee for the City of Marinette Shared-Ride Taxi - Transit Program.

OCONTO COUNTY

- Commission staff continued to provide CDBG – public facilities grant administrative assistance to Oconto County for the New View Industries expansion project in the City of Gillett. Activities included correspondence with the county, collection of final payments, and various other grant administrative activities.
- The Assistant Director and GIS Coordinator assisted the Oconto County Economic Development Corporation with U.S. Census GIS mapping for the City of Oconto Falls.
- The GIS Coordinator continued to work with the Village of Suring to update their GIS zoning map.

SHEBOYGAN COUNTY

- Commission staff provided training to the individuals from the temporary employment agency (Labor Ready) assisting with the Sheboygan Transit Passenger Opinion Survey on March 11, 2005. The survey was administered on March 14 and 15, 2005. Survey results are currently being tabulated in house, and a report on survey findings will be presented to the Sheboygan Transit Development Program (TDP) review committee in the near future.
- On March 14, the Executive Director and the Natural Resources Planner met with the Executive Director of the East Central Wisconsin Regional Planning Commission to begin planning a Niagara Escarpment Conference for fall 2005.
- The Natural Resources Planner attended a meeting of the Sheboygan River Basin Partnership Board on March 14.
- The Assistant Director spoke at the Chamber of Commerce's monthly meeting on March 15.
- Commission staff provided technical assistance on the State Highway 23 Corridor Study during the month of March.
- On March 24, the Executive Director and Community Assistance Planner attended a village of Kohler Plan Commission/Long Range Planning Committee meeting to discuss the comprehensive planning proposal the BLRPC submitted to the village.
- Staff reviewed two sewer service extensions in Sheboygan County in March. One extension in the Sheboygan sewer service area was reviewed for conformity with the *Sheboygan Urbanized Area Sewer Service Plan*, while one extension was in rural Sheboygan County,

and was therefore only reviewed in terms of possible encroachment upon environmentally sensitive areas.

- The draft *City of Sheboygan Natural Hazards Mitigation Plan* was the subject of a public informational meeting on March 1, 2005. The public review period for the plan ran through March 18, 2005. First reading of the Sheboygan Common Council resolution adopting the plan was March 7, 2005. The plan was referred to the city's Public Works Committee, Plan Commission and Public Protection and Safety Committee, and was favorably reviewed by all three city panels. A resolution adopting the plan was approved by the Sheboygan Common Council on March 21, 2005. Final paper copies of the plan were submitted to Wisconsin Emergency Management (WEM) and to the City of Sheboygan Department of Public Works on March 25, 2005. Pending final approval of the plan by WEM and by the Federal Emergency Management Agency (FEMA), the plan will be submitted to WEM and to the City of Sheboygan in electronic (PDF) format as well.
- A meeting of the Sheboygan Transit Development Program (TDP) Review Committee was held on March 22. Agenda items at this meeting included distribution and review of the Goals, Objectives and Standards chapter of the TDP, as well as an update concerning the recently administered passenger opinion survey. Staff sent out agenda packets for this meeting (including meeting notice, agenda, and minutes from the February 23, committee meeting) to review committee members on March 16.
- Commission staff gave an update on the Sheboygan TDP to members of the City of Sheboygan Parking and Transit Utility Commission at their meeting on March 22, 2005.
- Commission staff met with the Director of the Sheboygan County Planning and Resources Department and with staff from WisDOT District 3 on March 22, 2005, to discuss a potential Congestion Mitigation and Air Quality (CMAQ) application for a bicycle/pedestrian trail in southeastern Sheboygan County.
- Commission staff continued work on the Year 2035 Sheboygan Area Transportation Plan (SATP) in March. Staff continued the distribution of projected population, housing unit, employment, vehicle registration and school enrollment growth between 2000 and 2035 across the TAZs in Sheboygan County for the second of three future land use scenarios being examined in the planning process (Compact/Infill Development) in March, with an emphasis on employment allocations. This work will continue into early April.
- On March 28, the Executive Director held a conference call with the Lake Michigan Ice Age Core Planning Team to discuss the format and location for Open Houses in Sheboygan, Manitowoc and Kewaunee counties.

MULTI-COUNTY/REGIONAL

- The Executive Director attended a Ritter Forum on March 2 at St. Norbert College Bemis Center about the Taxpayers' Bill of Rights.
- The GIS Coordinator attended the UW-Green Bay's GIS Users Group on March 3rd and presented Bay-Lake RPC's web mapping sites.
- On March 7, the Assistant Director attended the initial meeting of a group of interested stakeholders to review the economic plight of northeastern Wisconsin. Individuals from several northern counties attended this meeting in Gillett. Plans are to take the Northeast Wisconsin Economic Opportunities Study completed last year and create a more defined strategy for northern Wisconsin. The committee is scheduled to hold an Economic Development Forum in early October.

- On March 8, 2004, the Regional Transportation Planner attended a Sewer Service Area Planning & Comprehensive Planning Work Group meeting in Madison, Wisconsin. The work group has been formed by the Wisconsin Department of Natural Resources for the purpose of addressing the differences and commonalities between sewer service area planning and comprehensive planning and in order to increase the efficiency and effectiveness of both.
- On March 10, the Executive Director attended a meeting of the Northeast Wisconsin Coalition on the Regional Economy (NEWCORE) to continue the process of implementing the NEW Regional Economic Opportunities Study.
- The GIS Specialist participated in two conference calls pertaining to the multi-regional orthophotography consortium. The first, attended by Ayres and the three RPCs, covered contract status, project specifications and status of the regional partners participating. The second conference call was attended by the RPCs, Ayres, USGS and State Cartographers Office. The topic was Digital Orthophotography (QA/QC) Training in Wisconsin.
- On March 28, the Executive Director held a conference call with the Lake Michigan Ice Age Core Planning Team to discuss the format and location for Open Houses in Sheboygan, Manitowoc and Kewaunee counties.
- The Assistant Director attended an internet-based teleconference on March 29 to learn about new software purchased by Forward Wisconsin to maintain an inventory of buildings and sites throughout the state. The new software is called LOIS. Each of the local economic development officials will be trained on the software, so they can add their buildings and sites to the statewide list.
- The Commission's Regional Transportation Planner and Community Planner attended an all day Livestock Siting Workshop hosted by the Department of Agriculture, Trade and Consumer Protection (DATCP) on March 30, 2005.
- The Natural Resources Planner submitted an application to the WDOA Energy Department to register to be a partner to compete for federal funding.
- 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.
- GIS staff continued to work on the Road End Study and has begun the draft report and GIS maps for the project.
- The GIS Coordinator continued to work on the Lake Michigan Ice Age Trail GIS mapping for the project.
- The GIS Coordinator spoke with the Iowa DNR GIS Coordinator of web mapping to discuss processes for creating web mapping and GIS in the State of Iowa.