

BAY-LAKE REGIONAL PLANNING COMMISSION
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GREEN BAY, WI 54301
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MAY 2007
MONTHLY WORK PROGRAM ACTIVITY REPORT
By County

BROWN COUNTY

- On May 2nd, the Executive Director attended a meeting of the Brown County Planning Commission Board of Directors to discuss Commission activities in Brown County and levy recommendations. The BCPC recommended maintaining the 2007 funding rate for 2008.
- On May 10th, the Executive Director attended the monthly meeting of the Bay Area Community Council to review a final draft of a report concerning how to address the means to move people out of poverty in Brown County.
- On May 10th, the Community Planner attended the Village of Ashwaubenon Economic Development Committee meeting to discuss economic issues and opportunities in the Village of Ashwaubenon.
- On May 10th and May 16th the Community Planner met with the Water and Air Quality Subcommittee of the City of Green Bay Sustainability Committee to discuss implementation of various projects.
- Commission staff continued to develop the *Brown County All Hazards Mitigation Plan*.

DOOR COUNTY

- On May 9th Commission staff met with the town of Egg Harbor Housing Sub-Committee to provide information and assistance on the development of the Housing Element of the *Town of Egg Harbor Comprehensive Plan*.
- On May 14th, Commission staffs met with the Egg Harbor Town Plan Commission to review Chapter 8 (Transportation) and Chapter 9 (Utilities and Community Facilities) of the *Town of Egg Harbor Comprehensive Plan*.
- On May 26th, 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.
- Commission staff continued to gather information for the resource report portion of the Door County Comprehensive Plan. On May 31st Commission staff attended a meeting of the Door County Planning Advisory committee to present an outline of the information being compiled by the Commission for the county's plan.

FLORENCE COUNTY

- Commission staff provided technical assistance to Florence County on codifying and updating the county's ordinances.
- On May 22nd, the Assistant Director attended the Florence County EDC board meeting to present the 2006 CEDS Annual Report.

KEWAUNEE COUNTY

- On May 2nd, 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.
- On May 3rd, the Regional Transportation Planner met with the Town of Franklin to continue work on the Town's code of ordinances.
- On May 7th, the Commission's Transportation Planner III and Community Planner III met with the Town of Montpelier Plan Commission to continue work on the town's code of ordinances.
- On May 14th, the Commission's Community Planner III met with the Kewaunee County Smart Growth Committee to continue working on the county's Comprehensive Plan.
- On May 15th the Regional Transportation Planner met with the Town of Luxemburg Plan Commission to review information relative to livestock facility siting and licensing ordinances and adoption of the Town's Comprehensive Plan.
- The Assistant Director attended the Kewaunee County EDC board meeting on May 17th to present the 2006 CEDS Annual Report.
- On May 23rd the Regional Transportation Planner met with the Town of Casco to provide information relative to livestock facility siting and licensing ordinances.
- During May, the Commission worked with a committee looking at options for siting an Ice Age Interpretative Center in Algoma.

MANITOWOC COUNTY

- On May 3rd, the Commission's Community Planner III and Community Planner I participated in a countywide comprehensive planning informational meeting with the Manitowoc County Planning and Park Commission.
- Commission staff completed work on the City of Two Rivers' Environmental Review Record (ERR) for their 2007 housing grant. Two final copies were sent to the city of Two Rivers on May 7, 2007.
- On May 17th, the Commission's Regional Transportation Planner met with the Manitowoc County All Hazard Plan steering committee to present a draft of the *Manitowoc County All Hazards Mitigation Plan*.
- The Office Accounts Coordinator and Assistant Director finalized semi-annual reporting forms for the Department of Commerce including grant closeout documentation regarding the City of Two Rivers for its J.E. Hamilton Community House project.

MARINETTE COUNTY

- On May 4th the Executive Committee of the Commission met for its regularly scheduled meeting at the Four Seasons Resort in Marinette County. George Bousley, Marinette County Board Chair, John Lefebvre, Director of the Marinette County Land Information Department and Erik Aleson, Assistant Park Administrator for the, Marinette County Park and Recreation Department presented information on county activities.
- On May 11th the Community Planner met with the Marinette County Forestry, Parks, Outdoor Recreation, and Land Committee to present the Marinette County Comprehensive Outdoor Recreation Plan for Committee approval and recommendation to the Marinette County Board.

- On May 14th, the Executive Director met with the Marinette County Law Enforcement Committee to present a draft of the *Marinette County All Hazards Mitigation Plan*. The Committee approved forwarding the plan to Wisconsin Emergency Management for review...
- On May 15th, the Regional Transportation Planner met with the Town of Wagner Plan Commission to continue development of a zoning and a subdivision ordinance.
- On May 16th, the Regional Transportation Planner met with the City of Marinette's Transit Coordination Committee to discuss operation and administration of the City's Shared-Ride Taxi Transit service.
- On May 24th the Regional Transportation Planner met with the City of Marinette Plan Commission to review the City's Code of Ordinances for needed revisions.

OCONTO COUNTY

- The Assistant Director attended the Oconto County EDC board meeting on May 8th to present the 2006 CEDS Annual Report.
- Throughout the month, Commission staff worked on the county's Comprehensive Plan. Two Open Houses were held to allow the public to review background information and data for the county's plan. The first was held on May 17th at Abram's Town Hall and the second on May 23rd at the How Town Hall. Updating of the county's land use inventory continued.
- On May 17th, the Community Assistance Planner III presented information on comprehensive planning to the Oconto Falls Chamber of Commerce.
- On May 23rd, the Natural Resources Planner and the GIS Coordinator facilitated a meeting with the town of Riverview, WDNR, and US Forest Service to begin development of a Community Wildfire Protection Plan for the town.
- Commission staff attended the Oconto County Board of Supervisor's meeting on May 24th to give an update on the county's Comprehensive Plan development process.

SHEBOYGAN COUNTY

- Commission staff participated in a quarterly MPO Directors' meeting in Middleton on May 1st.
- Commission staff participated in a meeting of the Wisconsin Department of Natural Resources' Conformity Transportation Work Group (via teleconference) the afternoon of May 3rd.
- On May 9th, Commission staff met with the Sheboygan County All Hazards Mitigation Plan Steering Committee. Agenda items at this meeting included: final review and discussion of the risk assessment and mitigation strategies chapters; review of the introduction and plan maintenance and adoption chapters; and discussion of next steps in the plan review process.
- A public hearing concerning major amendments to the *Year 2035 Sheboygan Area Transportation Plan (SATP)* and the *2007 – 2010 Sheboygan Metropolitan Planning Area TIP* was held on May 9th. These amendments will program four Non-Motorized Transportation Pilot Program (NMTTP) projects within the Sheboygan Metropolitan Planning Area that were recommended by the Citizens' Advisory and Technical Committee for the NMTTP and approved by the joint Resources/Transportation Committee of the Sheboygan County Board on March 22nd, along with four "level of effort" projects under the NMTTP program that were recommended by the Sheboygan County Planning and Resources Department staff. In addition, Commission staff processed one minor amendment to the *2007 – 2010 TIP* (requested by the WisDOT Northeast Region office) in the second half of May.

- Commission staff hosted an MPO mid-year work program review meeting with WisDOT and Federal Highway Administration staff at the Commission office the morning of May 15th.
- Commission staff attempted to hold a special joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees on May 17th, however, action items at this meeting needed to be deferred to May 24th, because quorums of each committee were not present at this meeting. The main agenda item at this meeting was to involve the prioritization of STP Urban candidate projects submitted for the 2009 – 2011 cycle in the Sheboygan Urbanized Area.
- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTTP) Citizens' Advisory and Technical Committee (CATC) on May 24th, and also participated in a meeting of the Sheboygan County NMTTP Technical Subcommittee on May 31st.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on May 24th. Agenda items at this meeting included: prioritization of STP Urban candidate projects submitted for the 2009 – 2011 cycle in the Sheboygan Urbanized Area; review and recommendation of approval of the *Sheboygan MPO Public Participation Plan* to the Commission; review and recommendation of approval of amendments to the *Year 2035 Sheboygan Area Transportation Plan (SATP)* and the *Sheboygan Metropolitan Planning Area Transportation Improvement Program: Calendar Years 2007 – 2010 (2007 – 2010 TIP)* to the Commission; an update on efforts to make the *Year 2035 SATP* compliant with SAFETEA-LU (particularly in the area of environmental consultation); and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda and minutes from the April 26th joint meeting) to members of both committees in mid May.
- Commission staff met with the Director of the Sheboygan Parking and Transit Utility the morning of May 31st to discuss completion of the Recommended Plan chapter of the Sheboygan Transit Development Program (TDP) and various other transit issues.

MULTI-COUNTY/REGIONAL

- From May 2nd to May 4th, the Commission's Assistant Director attended the Midwest National Association of Development Associations conference in Madison. On May 2nd the Association of Wisconsin Regional Planning Commissions (AWRPC) coordinated a Regional Economic Development Workshop in conjunction with the conference.
- On May 3rd, the Executive Director attended the quarterly meeting of the AWRPC in Madison.
- On May 4th the Executive Committee of the Commission met for its regularly scheduled meeting at the Four Seasons resort in Marinette County. George Bousley, Marinette County Board Chair, John Lefebvre, Director of the Marinette County Land Information Department and Erik Aleson, Assistant Park Administrator for the, Marinette County Park and Recreation Department presented information on county activities.
- On May 29th, Commission staff participated in a meeting at the SEWRPC office in Pewaukee to evaluate projects submitted for Congestion Mitigation and Air Quality (CMAQ) program funding. Outside of southeastern Wisconsin, projects were submitted by communities in Sheboygan and Manitowoc counties. In addition to Commission staff, others on the project review panel included SEWRPC staff, WisDOT Central Office and Northeast and Southeast

Region office staff, Wisconsin DNR Central Office and Southeast Region office staff, and Federal Highway Administration staff.

- On May 30th the Commission hosted a meeting of the County Planning Directors and Zoning Administrators at the Commission's offices in Green Bay. Discussions focused on regional planning activities and county projects.
- The Assistant Director attended the monthly Northwoods Economic Steering Committee on May 10th to continue planning for the Northwoods Economic Summit III to be held October 2nd at the Four Seasons Resort in Pembine.
- On May 25th, the Assistant Director attended the monthly NEWREP meeting at the Business Assistance Center on the NWTC campus.
- The quarterly meeting of the Economic Development Advisory Committee (EDAC) was held on May 17th.
- The Assistant Director and GIS Coordinator met with Eric Fowle of the East Central Regional Planning Commission and Robin Cannedy of New North, Inc. to discuss mapping of business parks in the 18-county region.
- The GIS Coordinator participated in conference calls regarding the WI Geographic Information Coordination Council (WIGICC) FGDC grant that the WDOA GIO was awarded. Information regarding the project can be viewed at <http://www.sco.wisc.edu/wigicc/>.
- On May 22nd, the GIS Coordinator participated in a Central HAZUS Users Group (CHUG) conference call.
- The GIS Coordinator participated in a WIGICC listening session in Appleton on May 31st.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- Commission staff continued working on the habitat mapping project for the Upper Green Bay Basin.
- The Natural Resources Planner completed a draft of the coastal hazards mitigation guide and sent it out for review by various stakeholders.