

**BAY-LAKE REGIONAL PLANNING COMMISSION
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**MONTHLY WORK PROGRAM ACTIVITY REPORT
By County
NOVEMBER 2006**

BROWN COUNTY

- The Executive Director continued to work on a Cost of Services Study in cooperation with Brown County planning department staff for the Village of Suamico.
- GIS staff continued to work on the critical facility mapping for the *Brown County All Hazards Mitigation Plan*.
- On November 10th, the Assistant Director attended the International Trade Advisory Committee meeting held at the Business Assistance Center in Green Bay.

DOOR COUNTY

- On November 2nd, the Executive Director met with Door County Planning staff to discuss the process for developing the county's comprehensive plan.
- On November 14th, Commission staff met with the Egg Harbor Town Plan Commission to review the development of a vision statement. The population and housing demographics chapter of the Town of Egg Harbor Comprehensive Plan was also presented for review.
- During November, the Regional Transportation Planner continued working on development of a comprehensive plan for the Town of Union.

FLORENCE COUNTY

- On November 21st, the GIS Coordinator participated in a conference call with the Florence County Zoning Administrator to discuss the County's GIS Autodesk Web-Mapping Site. Bay-Lake RPC is assisting the County and Ruekert-Mielke on the creation of this site. Bay-Lake RPC created many of the datasets that will be made available for viewing on the site.
- Commission staff developed a presentation for the *Florence County Land & Water Resource Management Plan* to be presented to the state Land and Water Conservation Board in December.

KEWAUNEE COUNTY

- On November 1, 2006, the Commission's Regional Transportation Planner met with the Town of Red River Plan Commission to continue working on the town's Comprehensive Plan.
- On November 1, 2006, the Commission's Community Planner met with the Town of Luxemburg Plan Commission to continue working on the town's Comprehensive Plan.
- On November 8, the Commission's Community Planner met with the City of Kewaunee Plan Commission to continue working on the city's Comprehensive Plan update.
- On November 14, 2006, the Commission's Regional Transportation Planner met with the Town of Franklin's Plan Commission to continue work on the update and revision of the Town's Zoning Ordinance.

- On November 15, 2006, the Commission's Community Planner met with the Town of Ahnapee Plan Commission to continue working on the town's Comprehensive Plan update.
- During November, the Commission's Community Planner and Regional Transportation Planner 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.

MANITOWOC COUNTY

- On November 16th the Executive Director gave a presentation on the Ice Age Trail to the Manitowoc Noon Rotary.
- The GIS Coordinator continued to work on the critical facility mapping for the *Manitowoc County All Hazards Mitigation Plan*.
- Commission staff met with WisDOT staff on November 16th to discuss potential development of a travel demand forecast model for Manitowoc County.

MARINETTE COUNTY

- On November 15th, the Executive Director met with the City of Peshtigo Plan Commission to review changes to the city's Comprehensive Plan. The Plan Commission recommended adoption of the plan by the City Council in February meeting.
- On November 15th, the Executive Director and Community Planner met with the Marinette County Outdoor Recreation Plan Steering Committee to review the development of the *Marinette County Outdoor Recreation Plan*. Commission staff continued work on the update to the *Marinette County Comprehensive Outdoor Recreation Plan*. In conjunction with the county and UW-Extension, requests were sent to local communities within the county to obtain a thorough inventory of their outdoor recreation opportunities. Work was also started on the draft version of Chapter 4 – Outdoor Recreation Supply Inventory for the plan.
- On November 15, 2006 the Regional Transportation Planner attended a meeting of the City of Marinette Transportation Coordination Committee (TCC) to provide information relative to the Federal Aid (Section 5311) and State Aid (s. 85.20) application for 2007 operating assistance for the City's shared-ride taxi transit service. The grant will provide more than \$200,000 in Federal and State aid to offset the transit services operation costs, which in 2006 provided more than 35,000 rides to area residents.
- On November 15, 2006 the Regional Transportation Planner met with City of Marinette officials and WisDOT staff to review the City's application for Federal and State assistance to operate the city's shared-ride taxi transit program.
- On November 21st, the Natural Resources Planner held a meeting of the Marinette Area Sewer Service Area Technical Advisory Committee to discuss a proposed amendment to the SSA.

OCONTO COUNTY

- The Regional Transportation Planner and Assistant Director conducted an Intergovernmental Cooperation Workshop on November 2nd as part of the development of the *City of Oconto 20-Year Comprehensive Plan*.
- Throughout November, Commission staff worked on the county's Comprehensive Plan. Work began on two chapters (economic development and transportation), individual community

facilities surveys were completed, and the updating of the county's land use inventory continued.

SHEBOYGAN COUNTY

- 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.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on November 9th. Agenda items at this meeting included: election of officers for the Technical Advisory Committee to serve through April or May of 2007 (due to recent or imminent vacancies in those positions); review and recommendation of approval of the *2007 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* to the Commission; an update on the *2007 – 2010 Transportation Improvement Program (TIP)*; and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda, and minutes from the October 12th joint meeting) to members of both committees in early November.
- Commission staff revised the *2007 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* based on comments received from WisDOT and FHWA staff members in late October, and transmitted final copies of the work program to WisDOT, FHWA, FTA, WDNR and Sheboygan Transit staff in mid November.
- The first half of November was spent assembling the draft *2007 – 2010 Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP)*. The *2007 – 2010 TIP* was placed in five locations in the Sheboygan area for a 30 day public review period in mid November; the public comment period and upcoming public hearing were announced in a paid advertisement in the November 15, 2006, *Sheboygan Press*, and press releases announcing the public comment period and upcoming public hearing were sent to all local news media. The public hearing for the *2007 – 2010 TIP* was scheduled for December 6, 2006. In addition, WisDOT and FHWA staff members were transmitted copies of the draft TIP in mid November.
- Commission staff spent much of November finalizing and formatting the *Year 2035 SATP*. At this time, the MPO Transportation Planner is giving final review to the *Year 2035 SATP*.
- The Assistant Director met with the Town of Wilson Plan Commission on November 13th to present a full draft *Town of Wilson 20-Year Comprehensive Plan* document.
- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTTP) Technical Subcommittee (via teleconference) on November 14th, and also participated in a meeting of the Sheboygan County NMTTP Citizens' Advisory and Technical Committee on November 30th.
- The GIS Coordinator continued to work on the critical facility mapping for the *Sheboygan County All Hazards Mitigation Plan* in November.
- Work on the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* continued in November. This work involved continuing the draft analysis of man-made hazards in the plan.
- Commission staff issued one sewer service extension review letter in November; this extension was found to conform to the *2015 Sheboygan Urbanized Area Sewer Service Plan*.

MULTI-COUNTY/REGIONAL

- The GIS Coordinator assisted the Glacial Lakes Conservancy (GLC) with information to be used in their business plan. The GLC is assisting landowners who wish to place permanent protections on their lands, and advocating sound land use policies and practices throughout the five county region which includes Sheboygan, Manitowoc, Kewaunee, Calumet and Fond du Lac counties.
- The Natural Resources Planner submitted two grant proposals to submit to the Wisconsin Coastal Management Program on November 3rd.
- The Executive Director, Assistant Director, and Commission Chairperson, Jim Gilligan, attended the quarterly Association for Wisconsin Regional Planning Commissions (AWRPC) meeting in Madison on November 3rd.
- Commission staff met with staff of the East Central Wisconsin Regional Planning Commission (ECWRPC) and of the Northeastern Wisconsin regional office of the state Department of Health and Family Services (DHFS) to start the process of arranging follow-up meetings concerning public/human services transportation coordination on November 13th. These meetings are scheduled for January 24, 2007, in Green Bay, and January 25, 2007, in Kimberly. A formal announcement of these meetings will be forthcoming from Commission staff.
- On November 10th, the full Commission met for their regularly scheduled meeting at the Days Inn in Green Bay.
- The Natural Resources Planner participated in a meeting of the Niagara Escarpment Resource Network on November 17th.
- The GIS Coordinator participated in the Central HAZUS Users Group (CHUG) meeting on November 21st.
- The Assistant Director attended an economic development district meeting in Chicago on November 14th sponsored by the Economic Development Administration (EDA).
- The GIS Coordinator continued to work on the GIS Strategic Plan for Wisconsin as a representative on the Core Planning Team.
- The GIS Coordinator worked with USDA, WDNR and Counties to request data for the GIS EPA Critical Habitat Study.
- The GIS Coordinator assisted Wind Lake Solutions, Inc. with GIS data for a project they are working on in the Bay-Lake Region.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.