

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

BROWN COUNTY

- On September 19, the Natural Resources Planner and the Sheboygan MPO Planner participated in a scoping meeting concerning the Southern Bridge and Arterial Streets Environmental Study.
- On September 26, the Assistant Director and the Natural Resources Planner facilitated a meeting of the Brown County All Hazards Mitigation Plan Steering Committee.
- The Executive Director began work on a Cost of Services Study for the Village of Suamico in cooperation with Brown County planning department staff in August and September.
- GIS staff continued to work on the critical facility mapping for the *Brown County All Hazards Mitigation Plan*.

DOOR COUNTY

- On September 1, 2006, the Regional Transportation Planner participated in the second meeting of the transportation advisory workgroup to help develop the transportation element of the county's comprehensive plan.
- During September, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan was submitted to WisDOT on September 15. The plan maintains Door County's eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- On September 16, Commission staff coordinated a nominal group process for the Town of Egg Harbor Comprehensive Plan.
- The Assistant Director attended the quarterly Attainable Housing Committee Meeting in Sturgeon Bay on September 19.
- During September, the Regional Transportation Planner continued working on development of a comprehensive plan for the Town of Union. The Regional Transportation Planner met with the Town Plan Commission on September 28 to continue the review and revision of the "general plan design" element of the plan.
- The GIS Coordinator assisted Graef, Anhalt, Schloemer & Assoc., Inc. with a GIS environmental corridor request for the Town of Egg Harbor.

FLORENCE COUNTY

- On September 6, Commission staff met with the Florence County Land Conservation Department to review DATCP comments on an update of the County's *Land & Water Resource Management Plan*.
- On September 6, the Executive Director met with the Technical Advisory Committee for the Florence County Natural Hazards Mitigation Plan to review comments from Wisconsin Emergency Management. The Committee discussed what changes were needed to the plan to address WEM's comments.

- On September 6, the Executive Director met with the Florence County Planning and Zoning Committee to review information and costs for developing a grant application for a comprehensive plan for the county.
- During September, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan was submitted to WisDOT on September 15th. The plan maintains Florence County's eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- The Commission completed a final draft copy of the *Florence County Outdoor Recreation Plan* in September.
- Commission staff provided assistance to Florence County Zoning staff on the development of a Livestock Siting Facilities ordinance.

KEWAUNEE COUNTY

- On September 14, 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.
- During September, the Regional Transportation Planner completed a draft Public Transit-Human Services Transportation Coordination Plan for the County. The Plan was submitted to WisDOT on September 15. The plan maintains Kewaunee County's eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- On September 20, the Commission's Regional Transportation Planner met with the Town of Red River Plan Commission to continue working on the town's Comprehensive Plan.
- During September, 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.
- Commission staff provided information to the towns of Lincoln and Casco zoning staff on the development of Livestock Siting Facilities ordinances to meet ATCP 51 requirements.

MANITOWOC COUNTY

- On September 13, the Executive Director met with Manitowoc County Planning and Parks staff to begin development of an application for a WDOA Comprehensive Planning Grant.
- During September, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan was submitted to WisDOT on September 15. The plan maintains Manitowoc County's eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- The Community Assistance Planner and Assistant Director facilitated an intergovernmental cooperation meeting for the Village of Cleveland and Town of Centerville on September 18 as a part of their comprehensive plans.
- During the month, the Commission's staff continued work on the County's *All Hazard Mitigation Plan*. The Regional Transportation Planner and the Natural Resources Planner facilitated a meeting of the Plan's steering committee on September 21.
- The GIS Coordinator continued to work on the critical facility mapping for 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.

MARINETTE COUNTY

- During September, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan was submitted to WisDOT on September 15. The plan maintains Marinette County's eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- On September 20, the Regional Transportation Planner met with the City of Marinette Transportation Coordination Committee to discuss and review the city's shared-ride taxi service. Additionally, during the last month, the Regional Transportation Planner initiated the development of the 2007 grant application that provides state and federal operating assistance for the city's shared-ride taxi (transit) service.
- On September 26, the Executive Director met with the Town of Peshtigo Plan Commission to review the town's Comprehensive Plan.
- During September, Commission staff began work on an update to the *Marinette County Comprehensive Outdoor Recreation Plan*. This involved an inventory of county demographics and the collection of county resources.
- GIS staff continued to work on the critical facility mapping for the *Marinette County All Hazards Mitigation Plan*.

OCONTO COUNTY

- The Regional Transportation Planner and GIS Coordinator met with the City of Oconto Plan Commission on September 8 to continue working on the update of the *City of Oconto Comprehensive Plan*.
- During September, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan was submitted to WisDOT on September 15. The plan maintains Oconto County's eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- Throughout September Commission staff began drafting several chapters of the Oconto County Comprehensive Plan. The work completed involved collecting and analyzing information pertaining to the county's natural, agricultural and cultural resources as well as housing and population trends and future projections.

SHEBOYGAN COUNTY

- On September 7, the Executive Director and the Natural Resources Planner met with the Town of Sheboygan to discuss the WCMP grant program, comprehensive planning, and recreation and open space planning
- On September 19, the GIS Coordinator participated in a web cast entitled "Situational Awareness and Interoperability" which featured the City of Sheboygan and its Autodesk Mobile Command 2 software package. The City is one of only a few cities in the nation that are using this emergency management software.
- The Assistant Director met with Wilson's Plan Commission on September 11 to continue work on the *Town of Wilson 20 Year Comprehensive Plan*.

- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on September 12. The main agenda item at this meeting involved review and release for public review of the draft *Year 2035 Sheboygan Area Transportation Plan (SATP)*. An update on other planning activities was also given at this meeting. Staff sent out agenda packets for this meeting (including meeting notice, agenda, minutes from the June 22, 2006, joint meeting, and the draft *Year 2035 SATP*) to members of both committees in early September.
- A 30 day public comment period on the draft *Year 2035 SATP* started on September 13, and runs through October 12. Notice of the public comment period and public hearing (held on September 20) was placed in the *Sheboygan Press*, and press releases were sent to other area news media. The draft document was placed in five area locations for public review, and the draft plan was also released on the Commission's web site. In addition, the City of Sheboygan and the Sheboygan County Planning and Resources Department have linked to the *Year 2035 SATP* web page from their respective web sites.
- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTTP) Technical Subcommittee (via teleconference) on September 15. In addition, the Regional Transportation Planner participated in a meeting of the Sheboygan County NMTTP Citizens' Advisory and Technical Committee (CATC) on September 28.
- During September, Commission staff completed the *Public Transit/Human Services Transportation Coordination Plan for Sheboygan County, Wisconsin*. The plan was submitted to WisDOT on September 15. The plan maintains Sheboygan County's eligibility for specialized transportation grant programs, including WETAP, JARC and the 5310 capital grant program.
- On September 26, the Executive Director met with the Sheboygan County Finance Committee to discuss the Commission's levy and budget.
- Commission staff participated in the WisDOT/MPO/RPC transportation planning conference held in Duluth on September 25 and 26. Commission staff also participated in the quarterly MPO Directors' meeting held at the WisDOT Northwest Region office in Superior on September 26; at this meeting, Commission staff presented the methodology used in the environmental justice analysis for the *Year 2035 SATP* to the MPO, WisDOT and FHWA staff in attendance.
- The GIS Coordinator continued to work on the critical facility mapping for the *Sheboygan County All Hazards Mitigation Plan*.
- Work on the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* continued in September. This work involved continuing the draft analysis of man-made hazards in the plan.
- Commission staff initiated preparation of the *2007 – 2010 Transportation Improvement Program (TIP)* for the Sheboygan Metropolitan Planning Area in September.
- Commission staff issued two sewer service extension review letters in September; both extensions were found to conform to the *Sheboygan Urbanized Area Sewer Service Plan*.

MULTI-COUNTY/REGIONAL

- On September 8, the full Commission met for their scheduled bi-monthly meeting at the Days Inn in Green Bay.
- The Assistant Director attended the Northwoods Economic Development Steering Committee meeting at CESA 8 in Gillett on September 12 to continue planning for the Northwoods Economic Summit II at the Four Seasons Resort in Pembine on October 3.
- On September 13, the Natural Resources Planner and the Community Planner attended the WCMP grant workshop in Sheboygan.
- On September 14, the Executive Director and the Natural Resources Planner presented at the Wisconsin Coastal Council meeting in Sturgeon Bay.
- Commission staff participated in meeting concerning “partnering to assure access to transportation” at the East Central Wisconsin RPC office in Menasha on September 18. This meeting was called following the preparation of the public transit/human services transportation coordination plans in the counties across the state.
- The Executive Director and GIS Specialist attended the Wisconsin Counties Association Annual Conference in LaCrosse on September 18 and 19 to do a presentation on Regional Initiatives.
- The Executive Director attended a meeting with other RPC directors on September 19 to continue to discuss a conference on regionalism, EDA changes and other regional planning issues to be held in March 2007.
- On September 20, the Community Planner attended the *Brownfields Dollars and Sense: Show Me the Brownfields Money* conference presented by WDNR, WI Department of Commerce, and EPA.
- The Commission’s Housing Advisory Committee sponsored at regional Housing Mini-conference on September 20 at the Town of Scott Town Hall.
- The Economic Development Advisory Committee (EDAC) met on September 21 at the Commission’s office to review the draft *2006 CEDS Annual Report*.
- Commission staff participated in a meeting of the WisDOT Local Roads and Streets Council in Wisconsin Rapids on September 28.
- On September 29, the Natural Resources Planner participated in a meeting of the Glacierland RC&D Council.
- During September, the Commission compiled comments and completed its work on the Lake Michigan Ice Age Trail planning process.
- 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.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.