

BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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APRIL 2007
MONTHLY WORK PROGRAM ACTIVITY REPORT
By County

BROWN COUNTY

- Commission staff continued to develop the *Brown County All Hazards Mitigation Plan*.
- Commission staff met with Brown County Planning Department staff to review fiscal impact and land use planning models in conjunction with a joint BLRPC-Brown County WCMP Cost of Services Study for the Village of Suamico.
- On April 18th 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.
- The Natural Resources Planner hosted and participated in a meeting of the Lower Fox Basin Partnership on April 12, 2007.

DOOR COUNTY

- On April 9th, Commission staff met with the Egg Harbor Town Plan Commission to review elements of the development of the *Town of Egg Harbor Comprehensive Plan* with members of several sub-committees working with the Town on its plan.
- On April 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.
- The Executive Director and Assistant Director attended the Door County Economic Development Corporation's Annual Meeting on April 24th at the Stone Harbor Resort in Sturgeon Bay.
- Commission staff continued to gather information for the resource report portion of the Door County Comprehensive Plan in March.

FLORENCE COUNTY

- The Assistant Director attended and helped facilitate the 3rd Annual Sustainable Forestry Conference on April 19th in Florence.
- Commission staff provided technical assistance to Florence County on codifying and updating the county's ordinances.

KEWAUNEE COUNTY

- On April 4th, 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.
- The Community Planner III prepared for and conducted a public Open House for the Town of Ahnapee Comprehensive Plan on April 12th. The Town Plan Commission held a Public Hearing following the Open House as part of their plan adoption process.
- On April 16th, the Commission's Community Planner III met with the Kewaunee County Smart Growth Committee to continue working on the county's Comprehensive Plan.
- The Community Planner III prepared for and conducted a public Open House for the Village of Luxemburg Comprehensive Plan on April 19th. The Village Plan Commission held a Public Hearing following the Open House as part of their plan adoption process.
- On April 19th the Regional Transportation Planner met with the Town of Luxemburg Plan Commission to provide information relative to livestock facility siting and licensing ordinances.

- The Assistant Director attended the Kewaunee County Economic Development Corporation's Annual Meeting on April 26th.
- During March, the Regional Transportation Planner continued work on the Town of Franklin's code of ordinances.

MANITOWOC COUNTY

- During the last month, the Commission's Regional Transportation Planner continued to develop the *Manitowoc County All Hazards Mitigation Plan* and on April 19th, the Regional Transportation Planner met with the Manitowoc County All Hazard Plan steering committee and presented portions of Chapter 4 for review.
- 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.
- Commission staff continued to work on the City of Two Rivers' Environmental Review Record (ERR) for their housing grant.

MARINETTE COUNTY

- On April 5th the Community Planner met with the Marinette County Forestry, Parks, Outdoor Recreation, and Land Committee to discuss the *Marinette County Comprehensive Outdoor Recreation Plan*.
- On April 23rd, the Executive Director met with the Marinette County Emergency Management Planning Sub-Committee to approve mitigation strategies for *Marinette County All Hazards Mitigation Plan*. The Local Emergency management Committee met immediately afterward and approved the strategies as well.
- On April 26th the Community Planner and Executive Director attended an Open House for the *Marinette County Comprehensive Outdoor Recreation Plan* located at the Wausaukee Town Hall. In addition, draft copies of the plan were sent to the Marinette County Courthouse and the Village of Crivitz Area Library on April 12th for public review.
- On April 26th the Regional Transportation Planner met with the City of Marinette Plan Commission to initiate review and revision to the City's Code of Ordinances.
- The Executive Director assisted several towns with the review of grant materials for Assistance to Firefighters Grants.
- The Assistant Director provided technical assistance to the Coleman Volunteer Fire Department on two applications being submitted to the Firefighters Grant Program.

OCONTO COUNTY

- Commission staff facilitated the City of Oconto 20-Year Comprehensive Plan Open House and Public Hearing on April 10th.
- Throughout the month, Commission staff worked on the county's Comprehensive Plan. Bay-Lake staff had an information meeting with Oconto County Planning on April 11th. The updating of the county's land use inventory continued.
- The Assistant Director attended the quarterly Oconto County Advisory Committee meeting on April 18th at Kelly Lake.
- On April 25th the Executive Director and Natural Resources Planner met with the WDNR, US Forest Service and town of Riverview to further discuss the development of a Community Wildfire Protection Plan for the town. The Commission has been asked to develop the plan.
- The Executive Director assisted several towns with the review of grant materials for Assistance to Firefighters Grants.

SHEBOYGAN COUNTY

- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTTPP) Citizens' Advisory and Technical Committee (CATC) on April 26th.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held April 26th. Agenda items at this meeting included: election of Technical Advisory Committee officers; an introduction to the metropolitan transportation planning process; a presentation on the WisDOT Six Year Program by WisDOT Northeast Region staff; and an update on recent and upcoming MPO activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda and minutes from the March 29th joint meeting) to members of both committees in mid April.
- Commission staff revised the draft Sheboygan MPO *Public Participation Plan* based on comments received during the consultation period. The revised plan was released for a 45 day public comment period in mid April. Public notice of the public comment period was placed in the *Sheboygan Press*, and was sent to other area news media. In addition, the revised plan was sent to the five public review locations in the Sheboygan area.
- Commission staff continued preparation of amendments to the *Year 2035 Sheboygan Area Transportation Plan (SATP)* and the *2007 – 2010 Sheboygan Metropolitan Planning Area TIP* in the first half of April. These amendments will program four Non-Motorized Transportation Pilot Program (NMTTPP) projects within the Sheboygan Metropolitan Planning Area that were recommended by the Citizens' Advisory and Technical Committee for the NMTTPP 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 NMTTPP program that were recommended by the Sheboygan County Planning and Resources Department staff. The amendments were released for a 30 day public comment period in late April. Public notice of the public comment period was placed in the *Sheboygan Press*, and was sent to other area news media. In addition, the amendments were sent to the five public review locations in the Sheboygan area, and were mailed to over 190 individuals on the MPO public participation mailing list.
- On April 4th, Commission staff met with the Sheboygan County All Hazards Mitigation Plan Steering Committee. Complete draft copies of the Risk Assessment Chapter were provided to the Committee for final approval and a preliminary discussion of the Mitigation Strategies Chapter was held.
- Throughout the month of April, Commission staff continued work on the Risk Assessment, Mitigation Strategy, Plan Maintenance and Adoption, and Introduction chapters of the *Sheboygan County All Hazards Mitigation Plan*.
- The GIS Coordinator continued to work on various mapping elements for the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* in March. Planning staff were involved in continuing to refine the Risk Assessment chapter and in continuing to prepare the Mitigation Strategy chapter of the *Sheboygan County All Hazards Mitigation Plan* in March.
- Commission staff issued one sewer service extension review letter in April; this extension was found to conform to the *2015 Sheboygan Urbanized Area Sewer Service Plan*.
- The GIS Coordinator assisted the County with GIS data that will be used for the Sheboygan County Comprehensive Plan.

MULTI-COUNTY/REGIONAL

- The Assistant Director attended and helped facilitate the 5th Annual Global Trade Conference held April 3rd at the KI Convention Center in Green Bay.
- On April 4th, Commission staff participated in a "Northeast Wisconsin Regional Access to Transportation" meeting; this meeting was held at the Commission office.
- The Assistant Director participated in a conference call for the Northwoods Economic Steering Committee on April 5th.

- The Executive Director and Assistant Director met with Jack Price of the Economic Development Administration (EDA) on April 5th to discuss community economic development projects within the region.
- On April 10th the Community Planner conducted a presentation to UW-Green Bay students regarding comprehensive planning in northeast Wisconsin.
- On April 12th, the Commission hosted a meeting of natural resources professionals discussion project needs for the Green Bay and the riparian area.
- On April 16-17th, the GIS Coordinator attended the WLIA Board of Directors retreat in Stevens Point. The Board discussed WLIA activities for the year.
- The Full Commission met at the BLRPC office on April 13th for their regularly scheduled meeting.
- The Assistant Director attended the quarterly International Trade Advisory Committee meeting on April 20th at the Business Assistance Center at NWTC.
- On April 24th, the GIS Coordinator participated in a WLIA Communication Committee conference call. The GIS Coordinator is a co-chair of this committee for 2007.
- On April 27th, the Assistant Director attended the monthly NEWREP meeting at the Bordini Center in Appleton.
- On April 27th, Commission staff met with WisDOT Northeast Region staff to discuss WisDOT corridor studies and projects within the Bay-Lake Region.
- On April 23rd the Community Planner conducted a presentation at Baird Creek Elementary School regarding invasive species in the bay of Green Bay.
- On April 25th the Community Planner attended an All Hazards Mitigation Planning Workshop conducted by Wisconsin Emergency Management at Ft. McCoy Military Academy.
- The Natural Resources Planner continued to provide grant advisory assistance to the Lakeshore Natural Resource Partnership.
- The GIS Coordinator assisted UW-Extension & East Central RPC with mapping required for the DNR Urban Nonpoint Source & Storm Water Planning Grant.
- The GIS Coordinator participated in conference calls regarding the WI Geographic Information Coordination Council (WIGICC) FGDC grant that the WI DOA GIO was awarded. Information regarding the project can be viewed at <http://www.sco.wisc.edu/wigicc/>.
- 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.
- Commission staff continued development of the coastal hazards mitigation guide.