

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

BROWN COUNTY

- On August 10, the Executive Director attended the monthly meeting of the Bay Area Community Council to continue discussions and analysis concerning how to address the means to move people out of poverty in Brown County.
- Commission staff participated in a meeting of the Brown County Planning Commission Transportation Subcommittee on August 14.
- On August 22, the Executive Director met with the Community Access and Resource Impact Council of Brown County United Way in reviewing the status of an information and referral system (211 system) for Brown County and tour the Asian American Resource Center.
- On August 29, the Assistant Director and the Natural Resources Planner facilitated a meeting of the Brown County All Hazards Mitigation Plan Steering Committee.
- On August 29, the Executive Director participated in a stakeholders meeting as part of an assessment of the Port of Green Bay operations and image.
- The Executive Director continued to discuss coordination of projects and Commission assistance with Brown County planning department staff in August.
- GIS staff continued to work on the critical facility mapping for the *Brown County All Hazards Mitigation Plan*.

DOOR COUNTY

- On August 1, the Executive Director met with the Town of Egg Harbor Chair and Clerk to discuss the development of a Comprehensive Plan for the town as well as membership in the Commission.
- On August 1, the Executive Director met with the Door County Board Chair and County Administrator to discuss county membership in the Commission.
- On August 14, the Executive director and Natural Resources Planner met with the Town of Egg Harbor Plan Commission to discuss the process for developing the Town's Comprehensive Plan.
- On August 15, the Regional Transportation Planner participated in a transportation advisory workgroup to help develop the transportation element of the county's comprehensive plan.
- During August, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be submitted to WisDOT by September 15th in order for the County to maintain eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- During August 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 July 22 to review and revise the “general plan design” element of the plan.

FLORENCE COUNTY

- During August, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be submitted to WisDOT by September 15 in order for the County to maintain eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- The Commission continued to work with the Florence County Land Conservation Department on an update the County’s *Land & Water Resource Management Plan*. A draft plan was developed for review at a Public Hearing in September.
- The Commission reviewed comments from the August Public Hearing for the *Florence County Outdoor Recreation Plan* and modified plan maps in August.

KEWAUNEE COUNTY

- On August 2, the Commission’s Community Planner continued to work with the Town of Pierce to update its Zoning Ordinance.
- On August 2, 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 August 9, the Executive Director coordinated an Open House at the Montpelier Town Hall to review maps and an Environmental Assessment completed as part of the Lake Michigan Ice Age Trail planning process. The GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- On August 9, the Commission’s Community Planner met with the Kewaunee County Smart Growth Committee to discuss issues regarding development of the county’s Comprehensive Plan.
- On August 17, the Assistant Director attended the Kewaunee County Economic Development Corporation’s monthly meeting in Casco.
- During August, 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.
- During August, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be submitted to WisDOT by September 15 in order for the County to maintain eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- During August, the Regional Transportation Planner continued to work on development of a code of ordinances for the Town of Franklin, meeting with the Town Plan Commission on August 15 and again on August 31.

MANITOWOC COUNTY

- On August 1, the Executive Director met with City of Two Rivers planning staff to discuss the City's participation in a countywide comprehensive planning grant application.
- On August 7, the Executive Director coordinated an Open House at the Manitowoc Public Library to review maps and an Environmental Assessment completed as part of the Lake Michigan Ice Age Trail planning process. The GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- On August 9, the GIS Coordinator assisted the City of Manitowoc Planning Department with land use GIS needs for the City's compliance report on stormwater.
- The Community Assistance Planner and Assistant Director met with the Joint Smart Growth Plan Commission for the Village of Cleveland and Town of Centerville on August 21 to continue work on their comprehensive plans.
- During the month, the Commission's staff continued work on the County's *All Hazard Mitigation Plan*. The Natural Resources Planner facilitated a meeting of the Plan's steering committee on August 24.
- The GIS Coordinator and Intern 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. A public hearing for the project was held August 30.
- During August, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be submitted to WisDOT by September 15 in order for the County to maintain eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.

MARINETTE COUNTY

- On August 14, the Natural Resources Planner reported to the Marinette County Law Enforcement Committee on the progress of the County Hazard Mitigation Plan.
- The Assistant Director attended the City of Marinette Downtown Redevelopment Steering Committee meeting at city hall on August 23.
- On August 29, the Executive Director and the Natural Resources Planner facilitated a meeting of the Marinette County All Hazards Mitigation Plan Steering Committee.
- On August 30, Commission staff coordinated a Nominal group process with communities in Marinette County as part of the Marinette County Outdoor Recreation Plan Update.
- During August, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be submitted to WisDOT by September 15th in order for the County to maintain eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- GIS staff continued to work on the critical facility mapping for the *Marinette County All Hazards Mitigation Plan*.

OCONTO COUNTY

- The Assistant Director, Regional Transportation Planner, and GIS Coordinator met with the City of Oconto Plan Commission on August 4 to continue review of the land use element of the City's Comprehensive Plan Update.
- On August 11, the Commission's Executive Committee met in Suring.
- On August 22, Commission staff facilitated a Nominal Group process with communities within the northern cluster of the Oconto County Planning process.
- On August 24, Commission staff facilitated a Nominal Group process with communities within the southern cluster of the Oconto County Planning process.
- On August 29, Commission staff facilitated a Nominal Group process with communities within the central cluster of the Oconto County Planning process.
- During the last month, the Assistant Director, Regional Transportation Planner, and GIS Coordinator continued work on the update of the *City of Oconto Comprehensive Plan*.
- During August, the Regional Transportation Planner completed a draft *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be submitted to WisDOT by September 15 in order for the County to maintain eligibility for specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.

SHEBOYGAN COUNTY

- On August 3, the Executive Director coordinated an Open House at the Rhine Town Hall to review maps and an Environmental Assessment completed as part of the Lake Michigan Ice Age Trail planning process. The GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- On August 8, the GIS Coordinator assisted Bonestroo, Rosene, Anderlik & Associates and Sheboygan County Planning and Resources Department with GIS-related technical issues.
- Commission staff met with Wilson's Plan Commission on August 14 to continue work on the *Town of Wilson 20 Year Comprehensive Plan*.
- On August 15, the Executive Director met with the Sheboygan County Planning and Resources Department to discuss the process for developing the county's comprehensive plan and possible grants.
- The GIS Coordinator and Intern continued to work on the critical facility mapping for the *Sheboygan County All Hazards Mitigation Plan*. GIS staff updating this mapping in response to editorial comments received from cities, villages and towns in the planning area.
- Work on the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* continued in August. This work involved drafting of analysis of all natural hazards included in the plan (with the exception of the flood hazard) in the first half of August, as well as starting to draft analysis of man made hazards in the plan in the second half of August.
- Commission staff coordinated a meeting of the Sheboygan County All Hazards Mitigation Plan Steering Committee on August 16. The main agenda item at this meeting involved continued review and discussion of portions of the risk assessment component of the All Hazards Mitigation Plan, with emphasis on the flood hazard and on other natural hazards.
- Commission staff finished editing all eight chapters of the *Year 2035 SATP* in August. Most of the work involved with this editing in August involved adding two years of crash analysis to Chapter 5 (Existing Condition of the Transportation Network) and some reorganization of Chapter 8 (Financial Plan).

- Commission staff completed all seven appendices of the *Year 2035 SATP* in August. The most notable of these appendices are Appendix C (Air Quality Conformity Statement) and Appendix E (Statement of Impacts of Projects in the *Year 2035 SATP* on Environmental Justice). Staff was assembling draft copies of the *Year 2035 SATP* for MPO Technical and Policy Advisory Committee and public review by the end of August.
- Commission staff participated in meetings of the Sheboygan County Non-Motorized Transportation Pilot Program Technical Subcommittee (via teleconference) on August 1, 15 and 22. Commission staff also participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program Citizens' Advisory and Technical Committee (CATC) on August 24.
- Commission staff conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county elderly and disabled transportation staff and with public transit stakeholders on August 24. In addition to staff from the Sheboygan County Health and Human Services Department Division on Aging and from Sheboygan Transit, two county board supervisors, two staff from a private sector transportation provider, staff from the Sheboygan County Job Center and the Chairperson of the City of Sheboygan Parking and Transit Utility Commission were present at this meeting.
- Commission staff issued two sewer service extension review letters in August; both extensions were found to conform to the *Sheboygan Urbanized Area Sewer Service Plan*.

MULTI-COUNTY/REGIONAL

- On August 3, 7 & 9, the Executive Director coordinated Open Houses in Kewaunee, Manitowoc and Sheboygan Counties to review maps and an Environmental Assessment completed as part of the Lake Michigan Ice Age Trail planning process.
- On August 8 the Commission's Director and Regional Transportation Planner facilitated a meeting of the County Planning Directors and Regional Technical Advisory Committee on Land Use and Transportation.
- On August 11, the Executive Committee met for their scheduled meeting in the Village of Suring in Oconto County.
- The Assistant Director attended the Northwoods Economic Development Steering committee meetings in Gillett on August 1 and 21.
- On August 15 & 25, the GIS Coordinator participated in the Strategic Planning for GIS in Wisconsin Core Planning Team Meeting.
- The Executive Director attended a quarterly meeting of the Association of Wisconsin RPCs on August 17 to discuss a conference on regionalism, EDA changes and other regional planning issues.
- On August 31 the Executive Director coordinated a meeting of the Sustainable Development Committee of the Lake Michigan Stakeholders group at the Maritime Museum in Manitowoc.
- The GIS Coordinator assisted East Central RPC with the Niagara Escarpment Resource Network Land Legacy project by requesting GIS data in the Bay-Lake Region.
- The GIS Coordinator participated in a conference call for the planning of the 2007 WLIA annual conference in Appleton.
- The GIS Coordinator worked with USDA, WDNR and Counties in the Bay-Lake Region 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.

- The GIS Coordinator, along with RA Smith, held a GIS training class at UW-Oshkosh for RPC, County and tribal staff from Northeast Wisconsin.
- The Natural Resources Planner participated in a meeting of the Sheboygan River Basin Partnership Board of Directors on August 22.