

**BAY-LAKE REGIONAL PLANNING COMMISSION  
211 NORTH BROADWAY, SUITE 211  
GREEN BAY, WI, 54303**

**MONTHLY WORK PROGRAM ACTIVITY REPORT**

**By County  
JANUARY 2005**

**BROWN COUNTY**

- The Assistant Director participated in a conference call on January 5 to discuss the upcoming International Trade Conference scheduled for March 21<sup>st</sup> at the KI Convention Center.
- On January 6 and January 20, the Natural Resources Planner attended meetings of the Central Brown County Water Authority.
- On January 7, the Assistant Director attended the International Executive Committee meeting at WPS' main office.
- On January 10, the Regional Transportation Planner presented preliminary draft elements of the *Brown County Port Opportunity Study* to the Brown County Harbor Commission.
- The Executive Director met with the village of Pulaski and the village's engineer on January 11 to discuss the development of a project plan for the village's Tax Incremental Finance District #2.
- The Assistant Director and the Regional Transportation Planner met with the Brown County Port Director on January 19 to review and discuss data inputs for the *Brown County Port Opportunity Study*. Staff continued to develop the study throughout January.
- Staff attended a Public Informational Meeting concerning the State Highways 54/172 Corridor Study at NWTC the evening of January 12. Staff also participated in a meeting of the Technical Advisory Committee for the State Highways 54/172 Corridor Study at the Hobart Village Hall the afternoon of January 26.
- The Executive Director and Assistant Director attended a meeting on January 26 sponsored by the Green Bay Downtown District that presented a waterfront redevelopment plan for east side of the Fox River in downtown Green Bay.
- The Natural Resources Planner continued developing a grant application to FEMA to fund the Brown County All-Hazards Mitigation Plan.

**DOOR COUNTY**

- The Assistant Director met with Bill Chaudoir, Door County EDC Executive Director, several development officials, and representatives of Bay Shipbuilding and Palmer-Johnson on January 12 to discuss their expansion plans and the types of assistance needed to make the project feasible.
- On January 18, the Assistant Director attended a Door County Economic Adjustment Strategy meeting in Sturgeon Bay.
- On January 25, the Commission's Regional Transportation Planner met with the Town of Union Plan Commission to present the *Natural, Agricultural and Cultural Resources* and the *Population and Housing* element of the town's comprehensive plan.
- During January, the Commission's Regional Transportation Planner continued work on the chapter elements of the Town of Union's Comprehensive Plan.

### **FLORENCE COUNTY**

- On January 6, the Assistant Director met with Corrin Seaman, CRED Agent, and Wendy Gehlhoff, new county economic development director, to discuss services offered by the BLRPC and how the commission can be of assistance on upcoming projects.
- On January 31, staff met with the Steering Committee to review a draft of the Physical Setting chapter of the Florence County All-Hazards Mitigation Plan.

### **KEWAUNEE COUNTY**

- On January 5, the Commission's Regional Transportation Planner met with the Town of Red River to present the Population and Housing element of the town's comprehensive plan.
- On January 6, the Community Assistance Planner attended a public hearing hosted by the Ahnapee Plan Commission. The public hearing was held to receive comments and questions on the town's Code of Ordinances and revised town Zoning Ordinance. Following the public hearing, the Community Assistance Planner met with the Ahnapee Plan Commission to make revisions to the town's proposed Zoning Code and Zoning Ordinance.
- On January 11, the Community Assistance Planner met with the City of Kewaunee to review the Agricultural, Natural and Cultural Resources element and present the Population and Housing element of the city's comprehensive plan. A preliminary land use inventory map was also distributed for the city's review.
- On January 18, the Assistant Director met in Casco with a committee formed to establish a county-wide economic development corporation for Kewaunee County.
- On January 26, the Community Assistance Planner met with the Town of Pierce to review the Agricultural, Natural and Cultural Resources element and distribute the Population and Housing element of the town's comprehensive plan. A preliminary land use inventory map was also distributed for town's review.
- During January, Commission staff continued to prepare the village of Luxemburg's project plan for Amendment No. 2 to Tax Incremental Finance District No. 1.
- During January, Commission staff 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**

- The Assistant Director met with the Manitowoc County Executive's office on January 4 to determine eligibility for historic preservation grants for the Manitowoc County courthouse.
- Commission staff provided CDBG-PFED grant administrative services to the City of Two Rivers, Eggers Industry, Inc., throughout January.
- Staff assisted Manitowoc County with the development of a grant application for the development of an All-Hazards Mitigation plan for the county.

### **MARINETTE COUNTY**

- On January 6, the Regional Transportation Planner met with the Town of Pound Plan Commission to initiate development of a Code of Ordinances and a Zoning Ordinance for the town.
- On the evening of January 11, the Executive Director and Regional Transportation Planner facilitated an open house in the City of Peshtigo to present background data and to answer

questions relative to the *City and Town of Peshtigo's Multi-jurisdictional Comprehensive Plan*.

- On January 18, the Executive Director met with the towns of Pembine and Niagara and the city of Niagara at the Pembine Town Hall to discuss the development of a multi-jurisdictional comprehensive plan.
- During January the Regional Transportation Planner initiated development of the City of Marinette's Shared-Ride Taxi 4<sup>th</sup> Quarter and 2004 - Annual Year-End Report.

### **OCONTO COUNTY**

- Commission staff provided CDBG – public facilities grant administrative assistance to Oconto County for the New View Industries expansion project in the City of Gillett. Activities included correspondence with prime contractor regarding payroll issues, collection, review and filing of payroll reports and various other grant administrative activities.

### **SHEBOYGAN COUNTY**

- Staff attended a public hearing on the Environmental Impact Statement (EIS) concerning the proposed State Highway 23 expansion from two to four lanes between Plymouth and Fond du Lac at the Greenbush Town Hall the afternoon of January 5.
- The Executive Director, the Sheboygan MPO Planner, and the Natural Resources Planner met with staff of the Sheboygan County Emergency Management and Planning and Resources Departments on January 10, to plan for submitting a grant application to Wisconsin Emergency Management to develop a FEMA-approved All-Hazards Mitigation Plan for the county.
- The Assistant Director met with Dave Such and Kevin Struck, UW Extension agents, on January 11 concerning current and future planning and economic development projects.
- A meeting of the Sheboygan Transit Development Program (TDP) Review Committee was held on January 20. Agenda items at this initial meeting included review of the Route Ridership Patterns and Community Profile chapters of the TDP. Staff sent out agenda packets for this meeting (including meeting notice, agenda, minutes from the December 9, 2004, committee meeting, and TDP chapters reviewed at the meeting) to review committee members on January 13.
- Staff sent out requests for proposals (RFP) for administration of the Sheboygan Transit Passenger Opinion Survey to temporary employment firms in the Sheboygan area on January 25, with a deadline for responses to the RFP of February 8. Staff intends to administer this survey in late February or early March, and survey results will be used in completion of the Sheboygan TDP.
- Staff continued work on the Year 2035 Sheboygan Area Transportation Plan (SATP) in January. Staff prepared a spreadsheet summarizing projected population, housing units, employment, vehicle registrations and school enrollment for the nearly 470 traffic analysis zones in Sheboygan County for the first of three land use scenarios being examined in the planning process (Continuation of Existing Trends) in early and mid January. Staff also started the distribution of projected population, housing unit, employment, vehicle registration and school enrollment growth between 2000 and 2035 across the TAZs in Sheboygan County for the second of three future land use scenarios being examined in the planning process (Compact/Infill Development) in late January.
- Staff reviewed two sewer service extensions in Sheboygan County in January. One extension in the Sheboygan sewer service area was reviewed for conformity with the *Sheboygan*

*Urbanized Area Sewer Service Plan*, while one extension was in rural Sheboygan County, and was therefore only reviewed in terms of possible encroachment upon environmentally sensitive areas.

#### **MULTI-COUNTY/REGIONAL**

- On January 4, the Assistant Director attended Northeast Wisconsin Regional Economic Partnership (NEWREP) meeting to work on the by-laws of the organization.
- On January 5 and 28, the Assistant Director attended NEWREP regularly scheduled meetings.
- The Commission's Executive Committee met on January 14 at the BLRPC office.
- On January 14, the Natural Resources Planner and the GIS Coordinator gave a presentation on the Baird Creek Watershed Modeling Project using L-THIA to the Commission Executive Committee.
- On January 20, the Assistant Director attended a meeting of the Northeast Wisconsin Coalition on the Regional Economy to continue establishing a priority plan for implementing the *NEW Regional Economic Opportunities Study*.
- On January 24, the Executive Director and the Natural Resources Planner attended a meeting of Wisconsin Coastal Management Program grant review committee to present projects the Commission has submitted for the 2005 WCMP grant program.
- On January 26, Commission staff facilitated a meeting of the Technical Advisory Committee on Land Use and Transportation.
- On January 26, the Natural Resources Planner attended a conference in Green Bay on Coastal Wetlands that was sponsored by WCMP.
- On January 27, the Natural Resources Planner met with WCMP, U.S. EPA, WDNR, and other northeast Wisconsin natural resource professionals to discuss indicators to use for federal reporting to NOAA.
- The BLRPC hosted the quarterly County Planning Directors and Zoning Administrator's meeting at Titledown Restaurant on January 27 to discuss ongoing and future planning activities in the region.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- GIS staff continued to work on the Bay-Lake RPC web mapping site.
- GIS staff continued to work on the Road End Study by inventorying roads and doing land record searches in Brown, Oconto and Marinette Counties.