

BAY-LAKE REGIONAL PLANNING COMMISSION
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MONTHLY WORK PROGRAM ACTIVITY REPORT

By County

JUNE 2006

BROWN COUNTY

- On June 8, the Executive Director attended the monthly meeting of the Bay Area Community Council to continue work and discussions on poverty issues in Brown County.
- On June 12, the Regional Transportation Planner presented the *Economic Impacts of the Port of Green Bay* to the Brown County Harbor Commission.
- The GIS Coordinator hosted a meeting on June 21 with Brown County concerning data sharing with the Department of Military Affairs and Department of Administration.
- The Executive Director attended a meeting of the Brown County Board on June 21 to be available to answer any questions on a compromise between the RPC and the County regarding county budget constraints and membership issues.
- On June 27, the Assistant Director, Natural Resources Planner, and GIS Specialist facilitated a meeting of the Brown County All Hazards Mitigation Plan Steering Committee.
- Commission staff attended a State Highway 29 Local Officials' meeting at the WisDOT Northeast Region office on June 27. At this meeting, WisDOT staff explained improvements that WisDOT is proposing for State Highway 29 from U.S. Highway 41 to County Highway J. A public information meeting concerning the proposed improvements is scheduled for July 12 from 5:00 to 7:00 p.m. at the WisDOT Northeast Region office.
- The Executive Director and Natural Resource Planner met with Brown County Planning staff on June 28 to discuss the process for development of an Environmental Assessment for the Brown County southern bypass.
- The Commission was selected by the City of De Pere's Board of Park Commission to present a proposal on July 6 that was submitted in June to complete the city's Comprehensive Park and Outdoor Recreation Plan.

DOOR COUNTY

- On June 20, the Natural Resources Planner attended the Natural Areas Group meeting in Sturgeon Bay.
- On June 27, the Regional Transportation Planner conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county stakeholders.
- The Commission submitted a proposal in June to the town of Egg Harbor to undertake a Comprehensive Plan for the town.

FLORENCE COUNTY

- The Commission worked with the Florence County Land Conservation Department to update the County's *Land & Water Resource Management Plan*. A draft plan was sent to DATCP on June 27 for review and comment.
- The Commission continued its work to update the county's *Outdoor Recreation Plan*.

- During the last month, the Regional Transportation Planner scheduled a Public Transit/Human Services Transportation Coordination Assessment Workshop with county stakeholders.

KEWAUNEE COUNTY

- On June 7, the Commission's Regional Transportation Planner and GIS Specialist met with the Town of Red River Plan Commission to continue working on the town's Comprehensive Plan.
- The Assistant Director attended the Kewaunee County Economic Development Corporation's monthly meeting on June 15 in Luxemburg.
- The GIS Coordinator hosted a meeting on June 21 with Kewaunee County concerning data sharing with the Department of Military Affairs and Department of Administration.
- During June, the Regional Transportation Planner continued to work on development of a code of ordinances for the Town of Franklin. The Regional Transportation Planner met with the Town's Plan Commission on June 13.
- On June 16, the Regional Transportation Planner conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county stakeholders.
- The GIS Coordinator assisted the Kewaunee County GIS Coordinator with road centerline geocoding questions.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- During June, 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 June 1, Commission staff conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county elderly/disabled transportation staff and with public transit stakeholders.
- On June 13, the Assistant Director met with the Village of Whitelaw Plan Commission to discuss completing the village's comprehensive plan.
- The Commission's Housing Advisory Committee hosted a housing mini-conference on June 14 at Lakeshore Technical College. The topic was implementation of the housing strategies of local comprehensive plans.
- The Regional Transportation Planner, Natural Resources Planner, and the GIS Coordinator facilitated a meeting of the Manitowoc County All Hazards Mitigation Plan steering committee on June 22 to continue development of the county's plan.
- 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 June 26 to continue work on their comprehensive plans.
- The GIS Coordinator and Intern continued to work on the critical facility mapping for the *Manitowoc County All Hazards Mitigation Plan*.
- The Commission provided information to the Manitowoc County Park and Planning Commission staff on the process of development of a county comprehensive plan and grant applications.

- The Office Accounts Coordinator and Economic Development Planner continued to provide CDBG-PF grant administrative services throughout the month of June to the City of Two Rivers for its J.E. Hamilton Community House project.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.

MARINETTE COUNTY

- The GIS Specialist met with the Village of Crivitz on June 6 to begin a project to update the Village zoning map.
- On June 9, the Regional Transportation Planner participated in a discussion concerning jurisdictional transfers of highway segments and road access to USH 41, relative to the new four-lane highway that will bypass the City of Peshtigo. Officials from the city of Peshtigo and from the towns of Grover and Peshtigo also participated in the discussion facilitated by WisDOT.
- On June 15, the Commission's Regional Transportation Planner conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county elderly/disabled transportation and public transit stakeholders.
- The Commission's Housing Advisory Committee hosted a housing mini-conference on June 21 at the Crivitz Village Hall. The topic was implementation of the housing strategies of local comprehensive plans. The Commission's Regional Transportation Planner provided a presentation focusing on the relationship between land use planning and zoning relative to meeting s.66.1001 housing requirements.
- On June 26, Commission staff met with the city of Marinette to discuss providing assistance in the completion of an update to the city's zoning ordinance.
- On June 27, the Executive Director met with the Marinette County Forestry and Parks staff to discuss the development of an Outdoor Recreation Plan for the County.
- On June 27, the Executive Director met with the city of Peshtigo Clerk/Treasurer and the town of Peshtigo Clerk to assist in grant administration associated with grants both communities received to develop their comprehensive plans.
- On June 28, the Assistant Director attended the City of Marinette's Downtown Development Steering Committee meeting.
- The Executive Director worked on the Risk Assessment chapter of the Marinette County Hazards Mitigation Plan in June. Most of this work involved mapping and other GIS activities for the chapter.

OCONTO COUNTY

- The Assistant Director and the Regional Transportation Planner facilitated continued work on the update of the City of Oconto Comprehensive Plan and met with the City's Plan Commission on June 2.
- The Assistant Director and the Regional Transportation Planner facilitated an Open House on June 13 for the public to review and comment on the Comprehensive Plan update for the City of Oconto.
- On June 15, the Commission's Regional Transportation Planner conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county elderly/disabled transportation and public transit stakeholders.
- The GIS Coordinator hosted a meeting on June 21 with Oconto County concerning data sharing with the Department of Military Affairs and Department of Administration.

- The Assistant Director and Community Assistant Planner attended the Oconto County Board meeting on June 22 to answer any questions the board members may have had regarding the county's comprehensive planning process.
- The GIS Coordinator and Intern continued to work on Land Use inventory for the City of Oconto Comprehensive Plan.

SHEBOYGAN COUNTY

- Commission staff facilitated an Open House on June 12 for the public to review and comment on the materials completed to this point in the development of the *Town of Wilson 20-Year Comprehensive Plan*.
- On June 27, the Natural Resources Planner participated in a meeting of the Sheboygan River Basin Partnership Board.
- The GIS Coordinator assisted the Sheboygan County Planning and Resources Department with GIS technical assistance related to WisDOT GIS road centerline files.
- The GIS Coordinator assisted the Village of Oostburg's Engineer with GIS Environmental Corridor needs.
- The GIS Coordinator assisted the Village of Elkhart Lake with questions concerning FEMA floodplain mapping.
- On June 14, the Commission staff facilitated a meeting of the Sheboygan County All Hazards Mitigation Plan Steering Committee. The main agenda item at this meeting involved continued review and discussion of portions of the risk assessment component of the plan (with emphasis on the flood hazard).
- Work on the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* continued in June. Most of this work involved drafting of the complete flood hazard analysis for the chapter, including the preparation of five maps pertinent to the flood hazard analysis.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on June 22. Agenda items at this meeting included: continued review of draft Chapter 7 of the *Year 2035 SATP* (Recommended Transportation Plan, including review of comments on the chapter and distribution and review of additions to the chapter); distribution and review of preliminary portions of draft Chapter 8 of the *Year 2035 SATP* (Financial Plan); and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda, and minutes from the May 25, 2006, joint meeting) to members of both committees in mid June.
- Commission staff revised Chapter 7 of the *Year 2035 SATP* (Recommended Transportation Plan) in June. These revisions included: development of costs for four capacity adding street and highway projects for a table in the chapter, development of a map of recommended bicycle facilities in the metropolitan planning area, and development of a section entitled "Comparison of Travel Demand Projections Under 2000 and 2035 Baseline Conditions and Under 2035 Conditions with the Recommended Transportation Plan" (narrative and table).
- Commission staff started development of Chapter 8 of the *Year 2035 SATP* (Financial Plan) in June prior to the meeting of the MPO advisory committees. A complete draft of Chapter 8 was developed by the end of June.
- Commission staff continued work on an air quality conformity analysis for the *Year 2035 SATP* in June. Commission staff finalized projected emissions for volatile organic compounds (VOCs) and for nitrogen oxides (NOx) with plan implementation. Commission staff also started to draft the air quality conformity statement for the *Year 2035 SATP* in late June.

- Commission staff participated in a conference call pertinent to the logistics involved with implementing Sheboygan County's Non-Motorized Transportation Pilot Program on June 8 at the WisDOT Northeast Region Office. Commission staff also participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program Technical Advisory Committee on June 29.
- Commission staff assisted in presenting the preferred alternative for implementation in the Sheboygan Transit Development Program (TDP) to the Sheboygan Parking and Transit Utility Commission on June 20. The transit commission authorized public information meetings to explain the proposed route restructuring to riders and the public in early July. The main change proposed would be a 60 minute route that would better serve the new Wal-Mart Supercenter, Deer Trace Shopping Center, Washington Square Shopping Center and other trip generators that have emerged (and are emerging) on the southwest side of the City of Sheboygan in recent years. Several other routes in the City of Sheboygan would have minor revisions; these revisions relate more to becoming more efficient from a traffic operations standpoint and better serving the ridership.
- Commission staff participated in a mid year review meeting of the Sheboygan MPO work program at the Commission office on June 6; participants in this meeting included staff from the WisDOT Northeast Region and Central offices and from the Federal Highway Administration (FHWA) Wisconsin Division.
- One sewer service extension review letter was issued for the Sheboygan sewer service area in June.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.

MULTI-COUNTY/REGIONAL

- The Natural Resources Planner attended a presentation by the Urban Land Institute on June 1 at the Ephraim Village Hall on protecting community character.
- On June 1, the Natural Resources Planner participated in an assessment of Wisconsin freshwater estuaries at UW-Green Bay.
- The Natural Resources Planner and the GIS Coordinator met with the WDNR - Bureau of Endangered Resources on June 5 to begin the GIS Critical Habitat study (EPA project).
- On June 6, the Executive Director, Natural Resources Planner, and GIS Coordinator participated in a meeting of the Niagara Escarpment Resource Network Land Legacy project held at the BLRPC office.
- GIS staff attended the WLIA spring regional meeting in Elkhart Lake on June 8-9. The meetings dealt with privacy, copyright, data distribution, and GIS law.
- On June 9, the Personnel Committee and Full Commission met for their scheduled meeting at the Quality Inn and Suites in Green Bay.
- On June 19 the Executive Director participated in a conference call to continue development of a mission and vision for a Lake Michigan Stakeholders group. On June 22, the Executive Director helped facilitate a meeting of the Lake Michigan Stakeholders group at Concordia University.
- The Executive Director and Assistant Director met with Jack Price of the Economic Development Administration on June 23 to discuss new federal requirements, the 2007 planning grant, and the 2007 funding cycle.
- The Personnel Committee met on June 28 at the Commission offices in Green Bay to review personnel issues and updates to the Commission Personnel Policy manual.

- Commission planning and GIS staff met with the Oconto County Planning staff on June 29 to draft a meeting and work schedule to begin the county's comprehensive planning process.
- On June 30, the Assistant Director attended the monthly NEWREP meeting at the Business Assistance Center on the NWTC campus.
- The GIS Coordinator along with East Central Regional Planning Commission's GIS Coordinator, began planning for a GIS training class in Northeast Wisconsin.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- The GIS Coordinator assisted the City of Appleton's GIS department on GIS questions relating to geocoding crime data in Brown County.