

BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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OCTOBER 2009
MONTHLY WORK PROGRAM ACTIVITY REPORT
By County

BROWN COUNTY

- Commission staff met with NeighborWorks Green Bay on October 20th to continue discussing possible opportunities for collaboration.
- On October 21, 2009, the Regional Transportation Planner conducted a pavement survey for the Town of Holland.
- On October 27th, Natural Resources Planner met with the Neville Public Museum and representatives from the Niagara Ledge AVA wineries to begin planning a 2010 Niagara Escarpment WineFest to recognize the “Month of the Niagara Escarpment” and help bring tourism dollars to Brown County.
- On October 27th, the Principal Planner attended the Olde Main Street/Downtown Green Bay Business Retention and Development Committee meeting.
- On October 27th, Commission staff met Sarah Burdette, Clerk/Administrator, for the Town of Ledgeview to discuss the Commission’s experience and capabilities for providing planning assistance to the town in 2010.
- During the month of October, Commission staff developed a grant proposal for the City of De Pere for potential funding under the Wisconsin Coastal Management Program.

FLORENCE COUNTY

- Commission staff continued to work on the development of *Florence County 20-Year Comprehensive Plan* as well as the six local community plans. Commission staff met with the towns of Aurora, Commonwealth, and Florence on October 13th and the towns of Fence, Fern, and Homestead to review a complete draft of their town comprehensive plans.

KEWAUNEE COUNTY

- On October 8th and October 19th, the Regional Transportation Planner met with the Town of Red River Zoning Administrator and the secretary of the Town’s Plan Commission to continue review and revision of the town’s zoning ordinance.
- During the month of October, Commission staff developed a grant proposal for the City of Kewaunee for potential funding under the Wisconsin Coastal Management Program.

MANITOWOC COUNTY

- On October 7th, Commission staff met with the Village of Cleveland Plan Commission to continue the development of an Official Map for the village.
- Commission staff assisted the Town of Cato Plan Commission with its open house and public hearing on October 19th. The public hearing was held following the open house regarding the town’s 20-Year Comprehensive Plan.

- Commission staff facilitated a meeting of the Manitowoc County Planning Advisory Committee (MCPAC) on October 28th as part of the Manitowoc County multi-jurisdictional planning process. Principal agenda items addressed at this meeting included: review of and corrections to Volume I of the *Manitowoc County 20-Year Comprehensive Plan*, MCPAC recommendation for public review of the *Manitowoc County 20-Year Comprehensive Plan*; cluster level open house dates and locations for review of the *Manitowoc County 20-Year Comprehensive Plan*; and discussion of the county plan adoption process.
- In the Southern Planning Cluster, Commission staff began final editing of adopted local comprehensive plans in the second half of October (with emphasis on the Village of St. Nazianz and the Town of Liberty). In addition, Commission staff prepared for the open house and public hearing regarding the *Town of Meeme 20-Year Comprehensive Plan* (to be held on November 2nd) the last week in October.
- Work continued on the Maritime Metro Transit Development Program (TDP) in October. Commission staff met with Maritime Metro Transit staff on October 1st to discuss changes that could be made to the transit operation's route structure. In addition, the Maritime Metro TDP Review Committee met on October 21st; major agenda items addressed at this meeting included: final questions and comments on Chapter 5 of the TDP (Ridership Opinion); and continued discussion of service and routing changes that should be examined in Chapter 9 of the TDP (Alternatives Analysis). By the end of October, Commission staff was arranging a meeting with City of Two Rivers officials (to take place in early November) to obtain local feedback on potential changes to Route 1.
- Commission staff participated in a meeting of the Manitowoc County Mobility Advisory Committee on October 28th.
- During the month of October, Commission staff developed a grant proposal for Manitowoc County for potential funding under the Wisconsin Coastal Management Program.

MARINETTE COUNTY

- On October 6, 2009, the Regional Transportation Planner met with the Town of Beaver Planning Committee to continue development of their comprehensive Plan.
- On October 13, the Regional Transportation Planner met with the Town of Wausaukee Plan Committee to continue development of their comprehensive Plan.
- During October the Regional Transportation Planner completed and submitted the City of Marinette's 2010 application for Federal and State assistance to operate the shared-ride taxi transit service, to the Wisconsin Department of Transportation.
- On October 15th, Commission staff met with the Marinette County Comprehensive Plan Advisory Committee (MCCPAC) in Crivitz, at which draft elements of the plan were presented for review.
- On October 26th, Commission staff met with the towns of Dunbar, Goodman, Niagara, and Pembine to distribute their completed and adopted comprehensive plans and to discuss some next steps.
- During the last month, Commission staff, continued work on the development of the Marinette County Comprehensive Plan.

OCONTO COUNTY

- The Principal Planner presented a complete copy of the *Oconto County Multi-Hazards Mitigation Plan* on October 22nd to the Oconto County Board of Supervisors for adoption. The plan was adopted by the board and forwarded to Wisconsin Emergency Management and Federal Emergency Management for their final approval and closeout of the grant.
- The Principal Planner met with the Village of Lena's Planning and Development Committee on October 28th to continue planning activities to implement the village's comprehensive plan.

SHEBOYGAN COUNTY

- Commission staff prepared proposals to obtain supplemental funding for various definite and potential MPO planning efforts in 2010. These include: the 2010 update of the *Sheboygan Area Transportation Plan (SATP)*; completion of a transit development program (TDP) update for Sheboygan Transit; and a transition to in-house operation of the travel demand forecast model. If one or more of these proposals is awarded funding by WisDOT, they will be included in the final version of the *2010 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*.
- Two surveys regarding Sheboygan Transit were administered in the first half of October. A boarding and alighting survey was administered on October 6th (with a short training session the afternoon of October 5th). In addition, a passenger opinion survey was administered on October 13th (with a short training session on October 12th). Results from both surveys will be tabulated in November and December, and reports concerning the findings of both surveys will be presented to the Sheboygan Parking and Transit Utility Commission in the near future.
- Commission staff participated in a joint meeting of the Sheboygan Parking and Transit Utility Commission and the City of Sheboygan Common Council's Finance Committee the evening of October 12th. The role of Commission staff at this meeting was to educate these bodies regarding the various planning efforts that indicated that certain transit capital items had been planned for by Sheboygan Transit staff and by the Sheboygan MPO for several years; these planning efforts included the *Sheboygan Transit Development Program (TDP)*; the *Year 2035 Sheboygan Area Transportation Plan (SATP)*; and the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP)*.
- Commission staff provided technical assistance to the Sheboygan Parking and Transit Utility in early October. This assistance involved a quarterly report regarding Sheboygan Transit's Community Development Block Grant (CDBG) funding.
- Commission staff began to solicit projects to be included in the *Sheboygan Metropolitan Planning Area Transportation Improvement Program: Calendar Years 2010 – 2013* in October.

MULTI-COUNTY/REGIONAL

- The Commission's Executive Committee meeting met on October 9th at the Bay-Lake Regional Planning Commission office.
- The Northwoods Economic Summit V was held on October 6th in Pembine. Commission staff have served on the steering committee for the summit for each of the five years it has been held.
- During the month of October, Commission staff developed three grant proposals for potential funding under the Wisconsin Coastal Management Program. In addition, Commission staff developed and submitted applications on behalf of Manitowoc County and the cities of De Pere and Kewaunee.
- On October 14th, Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) at the East Central Wisconsin Regional Planning

Commission office in Menasha. The charge of this committee is “to coordinate and develop a regional committee to systematically address access to transportation for at-risk populations with special needs.” Generally, counties covered by the Bay-Lake and East Central Wisconsin RPC regions are represented on this committee.

- On October 14th, the GIS Coordinator participated on a conference call with the Wisconsin Geographic Information Coordination Council (WIGICC).
- Under EPA funding, the Natural Resources Planner attended the State of the Lake Michigan (SOLM) Conference in Milwaukee on October 1st.
- The GIS Coordinator continued to work on the Special Wetlands Inventory Study (SWIS) GIS project. A UW-Green Bay student intern is scanning wetland slides into a digital format for this project.
- Throughout October, the Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.
- The GIS Coordinator continued to work with the National Park Service and TPS Core Team on GIS mapping for the Trail Way Protection Strategy Plan for Sheboygan, Manitowoc and Kewaunee Counties.
- The Principal Planner met with Jack Price, Wisconsin Project Manager, for the Economic Development Administration (EDA) on October 28th to discuss potential projects for the region.
- Commission staff attended a Safe Route to School grant workshop held in Appleton by East Central Regional Planning Commission.
- GIS staff assisted with numerous requests for GIS data, aerial photography and GIS contacts for the Bay-Lake Region.