

BAY-LAKE REGIONAL PLANNING COMMISSION
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MONTHLY WORK PROGRAM ACTIVITY REPORT
By County
SEPTEMBER 2005

BROWN COUNTY

- The Assistant Director attended the International Trade Executive Committee meeting on September 9 at the Green Bay Area Chamber of Commerce.
- On September 15, 2005, the Regional Transportation Planner met with the Town of Green Bay Chairman to conduct a pavement survey of town roads.
- The Assistant Director attended the Village of Pulaski's Board meeting on September 6 to seek approval of the Project Plan for the Village's TID No. 2.
- The Assistant Director presented the Project Plan for the Village of Pulaski's TID No. 2 to the Joint Review Board on September 20. The Project Plan was approved and sent to the Wisconsin Department of Revenue on September 27.

DOOR COUNTY

- During September, the Regional Transportation Planner continued work on draft elements of the Town of Union's Comprehensive Plan.
- The Executive Director met with the Liberty Grove Plan Commission on September 19 to present information on zoning overlays and the implementation of the town's comprehensive plan.
- Commission staff provided technical assistance to the Town of Gibraltar and Village of Sister Bay regarding mapping issues in September.

FLORENCE COUNTY

- During September, Commission staff completed a draft of the *Florence County All-Hazards Mitigation Plan*. The Executive Director met with the Florence County Emergency Management Director on September 19 to review components of the plan.
- On September 12, 2005, the Regional Transportation Planner met town and county representatives in the Town of Aurora to discuss bicycle facility planning and to conduct a assess a potential bicycle loop route through the town.

KEWAUNEE COUNTY

- On September 1, 2005, the Regional Transportation Planner met with the Town of Franklin Chairman to conduct a pavement survey of town roads.
- On September 7, 2005, the Regional Transportation Planner met with the town of Red River Plan Commission to discuss zoning issues and to present and review elements of the Town's Comprehensive Plan Update.
- On September 13, 2005, the Regional Transportation Planner met with the Town of Franklin Plan Commission to provide technical assistance relative to construction of code of ordinance that will include a comprehensive revision of the town's zoning ordinance.

- The Assistant Director attended the Kewaunee County EDC's monthly meeting on September 15 in Algoma.
- The Commission's Community Planner prepared and distributed the Economic Development Element and Utilities and Community Facilities element of the Village of Luxemburg Comprehensive Plan and continued working on the planning process.
- During September, 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

- On September 21, the Executive Director and the Natural Resources Planner met with the Wisconsin Department of Administration in Cleveland to discuss the Comprehensive Planning and Coastal Management grants Cleveland and Centerville received based on grant applications the Commission wrote. The meeting was part of the "State Capital for the Day" event in Sheboygan and Manitowoc Counties.
- The GIS Coordinator continued to work with Manitowoc County Soil & Water Department on their nutrient management GIS mapping project.
- The Economic Development Planner continued to provide CDBG-PFED grant administrative services to the City of Two Rivers, for its Eggers Industry, Inc. project throughout the month.
- The Natural Resources Planner completed an environmental review record for the City of Two Rivers' JE Hamilton Community House.

MARINETTE COUNTY

- On September 13, the Executive Director met with the City of Peshtigo/Town of Peshtigo Joint Planning Committee to review photos as part of the community image survey for the joint comprehensive plan.
- On September 21st, the Regional Transportation Planner met with the City of Marinette's Transportation Coordination Committee to review operations of the city's shared-ride taxi service and to discuss development of the 2005 application for federal and state operating assistance.
- The Assistant Director continued to participate in the City of Marinette's Comprehensive Development Program by attending their monthly meeting on September 14.
- On September 26, the Executive Director met with the Marinette Land Information office staff to begin the development of a Comprehensive Planning Grant application for Marinette County.
- On September 29th, the Regional Transportation Planner, with the assistance of the Town Chairman, completed a pavement condition survey for the Town of Stephenson.
- On September 29th, the Regional Transportation Planner met with the Town of Pound Plan Commission to discuss administration of the Town's Code of Ordinances.

OCONTO COUNTY

- On September 8th, the Regional Transportation Planner met with Town of Riverview local officials to conduct a pavement condition survey of town roads.
- The Economic Development Planner continued working on the closeout documentation for the CDBG funds received by the Village of Coleman.
- Commission staff continued to work with Oconto County Planning staff on the preparation of a Multi-jurisdictional Comprehensive Planning Grant application.
- The Natural Resources Planner and the GIS Coordinator met with Oconto County Emergency Management to inform them of FEMA funding available to complete a hazard mitigation plan.

SHEBOYGAN COUNTY

- The Executive Director met with the Sheboygan County Emergency Management Director on September 14 to review the preparation of an All-Hazards Mitigation Plan for the County.
- On September 14, the Executive Director attended a meeting of the Sheboygan County Finance Committee to answer questions related to the Commission's levy.
- On September 19, the Regional Transportation Planner met with the Town of Holland Plan Commission to assist with development of a revised zoning ordinance.
- A meeting of the Sheboygan Transit Development Program (TDP) Review Committee was held on September 8. This meeting involved review of an alternative involving a route structure with 30 minute headways on most routes and 60 minute headways on some routes. The agenda also involved committee evaluation of the main alternatives being considered in the TDP process, as well as discussion concerning next steps in the TDP planning process. The objectives of Sheboygan Transit for late 2006 are to stay within budget while at the same time provide service to emerging trip generators on the south side of Sheboygan currently underserved by transit.
- Commission staff continued work on the alternatives analysis component of the Sheboygan TDP in early September.
- Commission staff prepared a draft *2006 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in September. The draft MPO work program was submitted to pertinent WisDOT and USDOT personnel and to Sheboygan Transit management for review in mid September.
- Commission staff drafted an outline and some of the chapters for the *Year 2035 Sheboygan Area Transportation Plan (SATP)* in September. Chapters generally completed in September included Chapter 1 (Introduction) and Chapter 2 (Metropolitan Transportation Planning). One chapter that was started in September but was still in progress was Chapter 3 (Profile of the Metropolitan Planning Area).
- Commission staff participated in a joint meeting on smart growth planning for the Villages of Elkhart Lake and Glenbeulah and the Towns of Rhine, Russell and Greenbush facilitated by staff of the Sheboygan County Planning and Resources Department at the Elkhart Lake Village Hall the evening of September 8.
- Commission staff participated in a meeting of the WDNR Interagency Conformity Workgroup in Madison the morning of September 27, 2005. The WDNR is in the process of developing a State Implementation Plan (SIP) to meet attainment of the eight-hour ozone standard, and met with key transportation stakeholders in the state's ozone nonattainment areas (WisDOT, FHWA, SEWRPC and BLRPC) to discuss parameters to be used in developing motor vehicle emission budgets in the upcoming SIP revision, which is due in 2007.
- Commission staff met with staff from HNTB (part of the consultant team developing the travel demand forecast model for Sheboygan County) the afternoon of September 27, 2005, to code the capacity modifying network revisions the Sheboygan MPO Technical and Policy Advisory Committee members suggested at their July and August meetings into the model. Staff from FHWA and WisDOT were also present at this working meeting.
- Staff assisted a town supervisor in the Town of Mosel with a question pertinent to the boundaries of the sewer service area in the *2015 Sheboygan Urbanized Area Sewer Service Plan* in early September.
- Commission staff began developing an All Hazards Mitigation Plan for Sheboygan County.

- On September 19, the Assistant Director met with the Town of Wilson's Board to continue working on the town's comprehensive plan.

MULTI-COUNTY/REGIONAL

- Commission staff attended the Commission meeting on September 9.
- The GIS Coordinator Tony Bellovary received training at the National Emergency Training Center (NETC) in Emmitsburg, Maryland September 26-29, 2005 for Advanced HAZUS-MH for Flood. The HAZUS-MH Flood Model is capable of assessing riverine and coastal flooding and estimates potential damages to all classes of buildings, essential facilities, transportation lifelines, utility lifelines, vehicles, and agricultural crops. The model addresses building debris generation and shelter requirements. Direct losses are estimated based on physical damage to structures, contents, and building interiors. Bay-Lake RPC will be using the model for All-Hazards Mitigation Planning in the Bay-Lake Region.
- The Executive Director and Assistant Director met with Wayne Schroeder of the Economic Development Administration (EDA) on September 14.
- The Assistant Director and Economic Development Planner hosted the quarterly meeting of the Housing Advisory Committee (HAC) on September 15. The HAC reviewed a draft of the Housing and Population chapter of the Regional Comprehensive Plan.
- The Assistant Director attended the Wisconsin Economic Development Association's fall conference in Oconomowoc on September 21 and 22.
- The GIS Coordinator participated in a Central HAZUS Users Group phone conference call (CHUG) to discuss HAZUS-MH activities in the Central U.S.
- On September 28, the Assistant Director met with Elizabeth Runge of East Central Wisconsin Regional Planning Commission and representatives from Virchow Krause to continue work on a technology infrastructure assessment pre-application that will be submitted to the Economic Development Administration (EDA) in October for possible funding.
- The Assistant Director attended the monthly NEWREP meeting at the Bordini Center on September 30.
- The Assistant Director, Economic Development Planner, and Office Accounts Coordinator completed the 2005 CEDS Annual Report.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- The GIS Coordinator continued to work on the Bay-Lake RPC web mapping site.
- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- The Natural Resources Planner put together a regional meeting for WCMP to present its 2006 grant program and their request for proposals.
- The Natural Resources Planner continues to plan a series of mini-workshops throughout the region to provide information and guidance on addressing stormwater regulations, economic and tourism development, and comprehensive planning implementation.
- The Economic Development Planner continued to update the website for NEWREP including adding information on the Business Plan Competition, updating news and events listings, updating contact information and responding to requests and comments.
- The Natural Resource Planner finalized preparations for the *Great Arc Initiative III*, an international conference on the Niagara Escarpment that was held on September 29 and 30.