

BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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JANUARY 2010
MONTHLY WORK PROGRAM ACTIVITY REPORT
By County

BROWN COUNTY

- On January 4th, the Community Planner attended Village of Wrightstown Plan Commission meeting to provide planning/zoning assistance to the village.
- The Executive Director met with representatives of the Baird Creek Foundation on January 5th to discuss the impacts of changing subdivision regulations on the Baird Creek corridor.
- On January 13th, the Community Planner attended Town of Ledgeview Plan Commission meeting to provide planning/zoning assistance to the town.
- On January 14th, the Commission co-hosted a Niagara Escarpment Conference at UW-Green Bay with more than 230 people in attendance. The conference was a kick-off to Wisconsin's "Year of the Escarpment" and highlighted the geologic and biologic resources of the Niagara Escarpment
- On January 15th, the Executive Director attended the De Pere Chambers legislative breakfast to meet with local legislators.
- On January 19th, the Executive Director attended the monthly meeting of the United Way's Community Access to Resources committee.
- On January 20th, the Natural Resources Planner met the Neville Public Museum to assist in their efforts to put together a Niagara Escarpment exhibit and Wine festival for summer 2010.
- On January 20th, Commission staff met with the Village of Wrightstown Administrator and Clerk to discuss the Commission's process and expectations for providing planning/zoning assistance to the village.
- Commission staff attended the January 20th meeting of the Central Brown County Water Authority to discuss ways in which the Commission could assist with multi-jurisdictional planning for the Authority.
- The Executive Director attended the January 25th Brown County Planning, Development & Transportation Committee meeting to provide an update of 2009 and 2010 Commission activities in Brown County.
- The Principal Planner and Executive Director met with Rick Hill and Francine Skenandore of the Oneida Nation of Wisconsin to discuss economic development issues and their upcoming Economic Summit scheduled for March.
- The Community Planner met with the Town of Ledgeview Zoning Administrator and Deputy Treasurer on January 27th to discuss planning and zoning related material for the town's February Plan Commission meeting.
- On January 28th, the Executive Director and staff met with the Brown County Director of Planning (and staff) to review and coordinate ongoing work program projects for 2010.

- The Natural Resources Planner met with Oneida Nation Emergency Management to provide an update on the development of their multi-hazard mitigation plan.

DOOR COUNTY

- During January, the Regional Transportation Planner responded to a request from the Door-Tran Mobility Manager for examples of service contracts between a municipality and a transit service provider. The Regional Transportation Planner provided a model contract that was developed for the City of Marinette and their transit provider, Taxi Inc.
- The Commission delivered the final copies of the *Town of Gardner 20-Year Comprehensive Plan* in January.

FLORENCE COUNTY

- Commission staff continued to work on the development of *Florence County 20-Year Comprehensive Plan* as well as the six town comprehensive plans. Commission staff met with the Florence County Planning Advisory Committee on January 12th to review a complete draft of *Volume II: County Resources*, a draft county vision statement, and draft land use recommendations. The Town of Commonwealth adopted their comprehensive plan and the towns of Fern and Florence have had their plans out during the month of January for the required 30-day review.

KEWAUNEE COUNTY

- During January, the Commission continued to provide zoning assistance to the towns of Casco, Red River, Pierce, and Montpelier.
- On January 11th the Regional Transportation Planner attended a *Local Wisconsin Working Lands Initiative Workshop* hosted by the Kewaunee County Land & Water Conservation Department. Dave Jelinski (Director – DATCP Bureau of Land and Water Resources) facilitated the workshop which focused on familiarizing Kewaunee County’s local officials with the Working Lands Initiative.
- On January 12th, Commission staff met with the Kewaunee County Parks & Promotion Director and the WDNR to review the process for developing Kewaunee County’s Emerald Ash Borer Plan.

MANITOWOC COUNTY

- Final copies of the *Manitowoc County 20-Year Comprehensive Plan* and of the *Village of St. Nazianz 20-Year Comprehensive Plan* were produced in January. On January 28th, copies of the *Manitowoc County 20-Year Comprehensive Plan* were delivered to staff of the Manitowoc County Planning and Zoning Department, and copies of the *Village of St. Nazianz 20-Year Comprehensive Plan* were delivered to the St. Nazianz Village Clerk. Neighboring units of government and applicable state agencies have also been transmitted final copies of these plans.
- Work continued on the Maritime Metro Transit Development Program (TDP) in January. Commission staff revised Chapter 10 of the TDP (Recommended Plan) in January in response to changes suggested by TDP Review Committee members at their December 16, 2009, meeting. Commission staff also provided support to Maritime Metro Transit staff at a meeting of the City of Manitowoc Public Utilities and Licensing Committee (the oversight committee for Maritime Metro Transit) in which potential revisions to one bus route were discussed; this meeting was held the evening of January 18th. In addition, the Maritime Metro TDP Review Committee met on January 20th; major agenda items addressed at this meeting included: final discussion and review of proposed

service and routing changes; continued review of the Recommended Plan chapter of the TDP; and next steps in the TDP process.

- The Community Planner met with the City of Two Rivers on January 19th to review and discuss the continued development of the city's Comprehensive Plan update.
- Commission staff participated in a meeting of the Manitowoc County Mobility Advisory Committee on January 21st.

MARINETTE COUNTY

- During the last month, Commission staff, continued work on the development of the Marinette County Comprehensive Plan.
- On January 21st, the Regional Transportation Planner and the Natural Resources Planner held an open house and public hearing for the Marinette County Comprehensive Plan. Prior to the public hearing, Commission staff facilitated an open house/informational meeting to present the Plan and to answer questions relative to the Plan's recommendations. Following the hearing, the Marinette County Comprehensive Plan Advisory Committee recommended adoption of the County's draft comprehensive plan.
- On January 21st, the Regional Transportation Planner assisted City of Marinette staff and the Wisconsin Department of Transportation with review of the City's shared-ride taxi service and budget for 2010.
- During January, the Regional Transportation Planner continued to assist the City of Marinette with revisions to the City's comprehensive plan.

OCONTO COUNTY

- The Principal Planner attended the Lena Planning and Development Committee meeting on January 6th to continue working on the implementation of the village's comprehensive plan.

SHEBOYGAN COUNTY

- Commission staff provided technical assistance to the Sheboygan Parking and Transit Utility in the first half of January. This involved assistance in preparing an application for Community Development Block Grant (CDBG) funding for Sheboygan Transit for the period from April 1, 2010, to March 31, 2011. This assistance also involved preparation of a quarterly report regarding Sheboygan Transit's CDBG funding for the period from April 1, 2009, to March 31, 2010.
- Commission staff continued to tabulate results from the Sheboygan Transit boarding and alighting survey and passenger opinion surveys in January. Commission staff also continued preparation of a report summarizing results from the Sheboygan Transit boarding and alighting survey, and prepared the majority of a report summarizing results from the Sheboygan Transit passenger opinion survey in January. Preliminary results from the passenger opinion survey were presented to the Sheboygan Transit Commission at its January 19th meeting, and were also briefly presented to the MPO Technical and Policy Advisory Committees at their joint meeting on January 28th.
- Commission staff prepared an outline of anticipated content for the *Sheboygan Area Transportation Plan (SATP)* update. This outline was presented at the joint meeting of the MPO Technical and Policy Advisory Committees on January 28th.
- Commission staff continued to assemble and revise project tables to be included in the *Sheboygan Metropolitan Planning Area Transportation Improvement Program: Calendar Years 2010 – 2013* in

January. These revised tables were presented at the joint meeting of the MPO Technical and Policy Advisory Committees on January 28th.

- Commission staff participated in a quarterly MPO Directors' meeting in Madison on January 26th.
- Commission staff was interviewed by a graduate student at the University of California – Davis on January 27th in regard to the role of the Sheboygan MPO in planning and programming projects in Sheboygan County's Non-Motorized Transportation Pilot Program (NMTTP).
- Commission staff facilitated a joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees on January 28th. Principal agenda items addressed at this meeting included: an update on the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2010 - 2013*, discussion regarding updating the *Sheboygan Area Transportation Plan (SATP)*; an update on the *Sheboygan Transit Development Program (TDP)*; and an update on WisDOT Northeast Region and other MPO planning activities.

MULTI-COUNTY/REGIONAL

- On January 7th, the Natural Resources Planner participated in webinar training on Emerald Ash Borer response and preparation.
- Commission staff participated in a meeting concerning progress on the WisDOT Northeast Region travel demand forecast model (via teleconference) on January 7th.
- On January 8th the full Commission held its regularly scheduled meeting at the Bay-Lake Regional Planning Commission offices in Green Bay.
- On January 9th, the Executive Director and GIS Specialist met with a representative from Peace Lutheran Church in Pittsfield to discuss a mapping project.
- The GIS Specialist began working on a mapping project for Peace Lutheran Church. The project will map out the congregation households within the church service area.
- The Principal Planner attended the Northwoods Economic Summit Steering Committee meeting on January 11th to continue planning for the 6th Annual Northwoods Summit to be held October 5th at the Four Seasons Resort in Pembine.
- The Natural Resources Planner participated in the FEMA Hazard Mitigation Assistance National Evaluation of grant applications in Arlington, VA from January 11-15.
- On January 12th, the Principal Planner participated in a teleconference to continue working on details of the 8th Annual Global Trade Conference set for March 2010.
- On January 14th, the Commission co-hosted a Niagara Escarpment Conference at UW-Green Bay with more than 230 people in attendance. The conference was a kick-off to Wisconsin's "Year of the Escarpment" and highlighted the geologic and biologic resources of the Niagara Escarpment
- On January 15th, the Principal Planner attended the quarterly International Trade Advisory Committee meeting held at the Business Assistance Center in Green Bay.
- On January 13th, Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) at the Commission office. 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.

- The Principal Planner attended the shipbuilding cluster discussion on January 19th held at the Business Assistance. The participants were economic development professionals from Brown, Marinette, Door and, and Manitowoc counties. Oconto is also a part of this initiative.
- The Principal Planner attended the INDevelopment Conference in Appleton on January 20th.
- The Principal Planner attended the bi-monthly NEWREP meeting held on January 22nd at the Business Assistance Center in Green Bay.
- The Executive Director and Principal Planner participated in an EDA teleconference on January 26th to discuss the Community Trade Adjustment Assistance Program recently approved and funded by the U.S. Department of Commerce.
- On January 26th, the Natural Resources Planner gave a webinar presentation about the Commission's environmental corridors to a national audience hosted by the National Association of Regional Councils.
- On January 29th, the Natural Resources Planner gave a webinar presentation about the Commission's environmental corridors to a Great Lakes basin-wide audience hosted by the Lake Michigan Forum.
- On January 29th, the Commission submitted ten grant applications to USEPA under the Great Lakes Restoration Initiative (GLRI) for projects throughout the region.
- Commission staff continued to work on the Special Wetlands Inventory Study (SWIS) GIS project.
- Throughout January, 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 Commission continued to work with the National Park Service and TPS Core Team on the Trail Way Protection Strategy Plan for Sheboygan, Manitowoc, and Kewaunee Counties.
- GIS staff continued to respond to requests for GIS data, aerial photography and GIS contacts for the Bay-Lake Region.