

**MONTHLY WORK PROGRAM ACTIVITY REPORT
DECEMBER 2011
By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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MULTI-COUNTY/REGIONAL

- The Executive Director attended the Marine Cluster strategy meeting on December 5th at the Business and Industry Center at NWTC.
- On December 7th, the Executive Director attended the New North, Inc. Economic Development Summit held at the Radisson Hotel and Conference Center in Green Bay.
- The Executive Director met with Jack Riopelle of the Institute for Entrepreneurship and Innovation on December 8th to discuss possible funding sources for the institute, including an EDA grant.
- The Full Commission held its scheduled quarterly meeting on December 9th in Green Bay.
- The Executive Director attended the semi-monthly NEWREP meeting on December 16th held at the Bordini Center in Appleton.
- On December 22nd, the Executive Director met with Naletta Burr, Director of Community Development for Dimension IV, to discuss the possibility for working jointly on projects.
- The Commission adopted and submitted the *2012 Regional Transportation Work Program* to WisDOT staff.
- Commission staff continued to work on preparing a Global Trade Strategy for companies located in the 18-county New North Region during the month of December.
- During December, the Natural Resources Planner continued work on the GLRI beach project.
- During December, 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.

BROWN COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

DOOR COUNTY

- The Community Planner provided zoning assistance to the Town of Egg Harbor.

FLORENCE COUNTY

- During December, the Natural Resources Planner continued work on updating the *Florence County Hazard Mitigation Plan*. The steering committee developing the plan update met on December 7th in Florence.

KEWAUNEE COUNTY

- The Community Planner finalized the Town of Casco zoning ordinance for submittal to the Wisconsin Department of Agriculture, Trade & Consumer Protection (DATCP) for farmland preservation certification.
- On December 14th, the Community Planner facilitated an open house for the public review of the *City of Kewaunee Zoning Ordinance* and *City of Kewaunee Outdoor Recreation Plan*. The Community Planner also attended a public hearing on the zoning ordinance following the open house.
- During December, the Community Planner continued to provide zoning assistance to the towns of Luxemburg and Pierce.
- During December, the Natural Resources Planner continued work on the GLRI beach survey project for Kewaunee beaches.

MANITOWOC COUNTY

- The Community Planner assisted the Manitowoc County Planning and Zoning department on the closeout of their Coastal Management grant for updating the County Zoning Ordinance.
- On December 19th, the Executive Director participated in interviewing consulting firms to assist in preparing a Lakeshore Industry Cluster analysis for the five-county region.
- During December, the Natural Resources Planner continued work on the GLRI beach survey project for Manitowoc beaches.

MARINETTE COUNTY

- The Community Planner continued to assist the Town of Stephenson with the development of the town's zoning ordinance text and mapping.
- Commission staff continued to assist Jewell & Associates and WisDOT staff on the U.S. Highway 141 Corridor Study from State Highway 64 to Smith Creek Road in Marinette County.
- During December, the Natural Resources Planner continued work on the GLRI beach survey project for Marinette beaches.
- During December, the Community Planner provided zoning assistance to the Town of Pound.

OCONTO COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

SHEBOYGAN COUNTY

- Commission staff met with Shoreline Metro staff on December 1st to discuss several elements of the Recommended Plan chapter of the *Sheboygan Transit Development Program (TDP)*, including a multiyear financial plan, fare policy, and recommended capital improvements (including passenger shelters). Commission staff spent much of December preparing the Recommended Plan chapter of the *Sheboygan TDP*. Commission staff also wrote the Introduction chapter for the *Sheboygan TDP* in December, and also edited previously prepared chapters of that document in December. A meeting of the TDP Review Committee will be called once a complete draft is prepared.
- Commission staff participated in training regarding the travel demand forecast model at

the WisDOT Central Office in Madison on December 7th and 8th.

- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on December 8th. Agenda items addressed at this meeting included: review and recommendation of approval of proposed administrative modifications to Table 6 (Street and Highway Improvement Projects) of the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2011 – 2014*; continued review of the schedule for the major update to the *Sheboygan Area Transportation Plan (SATP)* due in April 2015; an update on transit planning activities (including the *Sheboygan Transit Development Program*); and an update on WisDOT Northeast Region and other MPO planning activities. Minutes for this meeting were drafted in December.
- Commission staff participated in a stakeholder meeting regarding the State Highway 23 Freeway Designation and Corridor Preservation Study at the Sheboygan Falls Town Hall on December 12th.
- The Commission endorsed administrative modifications to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2011 – 2014* at its meeting on December 9th. The administrative modifications change the air quality status of two projects that involve the addition of a center turning lane from “non-exempt” to “exempt from regional emissions analysis.” In addition, one street and highway improvement project had its year of implementation moved from 2012 to 2013. The administrative modifications were submitted to pertinent state and federal officials early the week of December 12th – 16th.
- Commission staff participated in a coordination meeting regarding the Plymouth to Kohler railroad renovation project on December 14th. This meeting was held at the City of Plymouth Fire Department.
- On December 21st, the Community Planner attended a kickoff meeting held at UW-Sheboygan for an update to the Sheboygan County Farmland Preservation Plan.
- The WDNR approved the *Sheboygan Urbanized Area Sewer Service Plan* in December. The plan will be printed and distributed to the TAC in January.
- During December, Commission staff provided additional information to Wisconsin Emergency Management (WEM) on the *City of Sheboygan Hazard Mitigation Plan* update as WEM continued review of the draft plan.
- FEMA and WEM approved grant funding for Sheboygan County in December to update its Hazard Mitigation Plan. The Commission assisted Sheboygan County in developing and submitting their application materials.
- During December, the Natural Resources Planner continued work on the GLRI beach survey project for Sheboygan beaches.
- Commission staff continued to learn about the characteristics of the Cube travel demand forecast model software and its interactions and limitations with the Commission’s GIS software during the month of December.
- Commission staff assisted Shoreline Metro staff with portions of a Community Development Block Grant (CDBG) application for the 2012 – 2013 program year in December.