

**MONTHLY WORK PROGRAM ACTIVITY REPORT**  
**APRIL 2012**  
**By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION**  
**441 SOUTH JACKSON STREET**  
**GREEN BAY, WI 54301**  
**[www.baylakerpc.org](http://www.baylakerpc.org)**

**MULTI-COUNTY/REGIONAL**

- On April 4th, the Community Assistance Planner attended a Safe Routes to School (SRTS) grant workshop in Wausau.
- On April 4th, the Natural Resources Planner participated in a conference call of the Lake Michigan Stakeholders steering committee.
- On April 4th, the Natural Resources Planner met with the WDNR and the National Park Service (NPS) to discuss the Commission's role in the next phase of planning for the Wisconsin Lake Michigan Water Trail.
- On April 6th, the Community Assistance Planner met with Naletta Burr, Community Accounts Manager, for the Wisconsin Economic Development Corporation.
- Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) at the Commission office on April 11th. 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. Minutes for this meeting were drafted in April.
- The Commission held its quarterly Executive Committee meeting at the Stephenson Public Library in Marinette on April 27th.
- On April 20th, Commission Staff attended a Safe Routes to School informational meeting at the East Central Wisconsin Regional Planning Commission.
- On April 25th, the Executive Director participated in EDA's quarterly teleconference to discuss the status of current funding and new program initiatives.
- The Natural Resources Planner hosted and participated in a meeting of the NEW Wilderness Alliance Board on April 26th.
- On April 27th, Commission staff attended a "Diversity in Planning" workshop sponsored by the East Central Wisconsin Regional Planning Commission in Neenah.
- During April, Commission staff worked on a regional Safe Routes to School (SRTS) application. In addition, the Community Assistance Planner wrote and/or assisted with the Safe Routes to School grant applications for the Peshtigo School District, Village of Valders, Village of Crivitz, and Village of Wausaukee.
- During April, the Natural Resources Planner continued work on the GLRI beach project.
- During April, the Executive Director made arrangements for a meeting with area RLF administrators to continue discussions on forming a regional RLF program with assistance from the Wisconsin Economic Development Corporation (WEDC).

- During April, 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.
- During April, Commission staff continued work to update the regional environmental corridors as part of a WCMP project.

#### **BROWN COUNTY**

- Commission staff attended the Green Bay port symposium held on April 2<sup>nd</sup>.

#### **DOOR COUNTY**

- The Executive Director attended the Annual Meeting of the Door County Economic Development Corporation at Stone Harbor in Sturgeon Bay on April 25<sup>th</sup>.

#### **FLORENCE COUNTY**

- On April 3<sup>rd</sup>, the Executive Director attended the Florence County Economic Development Commission's Committee meeting to discuss consultants to help establish their tax incremental financing districts and WEDC's proposed regional revolving loan fund.
- The Executive Director attended the 8<sup>th</sup> Annual Global Trade Conference on April 19<sup>th</sup>.
- During April, the Natural Resources Planner continued work on updating the *Florence County Hazard Mitigation Plan*.

#### **KEWAUNEE COUNTY**

- The Community Planner attended a meeting in the Town of Franklin on April 18<sup>th</sup> to discuss the town's zoning ordinance.
- During April, the Natural Resources Planner continued work on the GLRI beach survey project for Kewaunee beaches.
- During April, the Community Planner continued providing zoning assistance to Kewaunee County, and the towns of Pierce, Red River, Franklin, and Casco.

#### **MANITOWOC COUNTY**

- Commission staff participated in a teleconference with Symbiont staff on April 27<sup>th</sup> to begin working on the City of Manitowoc Brownfield grant.
- During April, the Natural Resources Planner continued work on the GLRI beach survey project for Manitowoc beaches.
- During April, the Natural Resources Planner submitted a grant application on behalf of Manitowoc County to update its hazard mitigation plan.
- During the month, the Community Assistance Planner wrote and/or assisted with the Safe Routes to School grant applications for the Village of Valders.

#### **MARINETTE COUNTY**

- During April, the Natural Resources Planner continued work on the GLRI beach survey project for Marinette beaches.
- Commission staff continues to assist WisDOT staff and Jewell & Associates staff on the US 141 Corridor Study from STH 64 to Smith Creek Road in Marinette County. Commission staff attended a meeting in the Village of Crivitz on April 17<sup>th</sup>; and participated in teleconferences on April 5<sup>th</sup> and 26<sup>th</sup>.

- The Community Planner continued to assist the City of Marinette with the administration of its Shared-Ride Taxi Transit Program with the completion of the first quarter report.
- The Community Planner continues to assist the Town of Stephenson planning commission with the development of the town's zoning ordinance text and mapping.
- During the month, the Community Assistance Planner wrote and/or assisted with the Safe Routes to School grant applications for the Peshtigo School District, Village of Crivitz, and Village of Wausaukee.
- During April, the Natural Resources Planner began preparing materials for the initial meeting with the Marinette County hazard mitigation plan steering committee to prepare an update to the county's plan.
- In early April, Commission staff provided review comments regarding a proposed small public airport planned for the Town of Pembine (Sections 25 and 26, T 37 N, R 20 E) to the WisDOT Bureau of Aeronautics.

### **OCONTO COUNTY**

- The Executive Director is providing technical assistance to the Village of Lena on development options for land recently purchased by the village.

### **SHEBOYGAN COUNTY**

- During April, the Natural Resources Planner continued updating the *Sheboygan County Hazard Mitigation Plan*, and met with the steering committee on April 18<sup>th</sup> in Sheboygan.
- Commission staff participated in a quarterly MPO Directors' meeting in Madison on April 24<sup>th</sup>.
- On April 26<sup>th</sup>, Commission staff signed a contract with Blue Harbor Resort to host the annual MPO/RPC/WisDOT transportation planning conference in Sheboygan in late October.
- In April, the Community Planner continued an update to the text of the *Sheboygan County Farmland Preservation Plan*.
- During April, the Natural Resources Planner continued work on the GLRI beach survey project for Sheboygan beaches.
- Commission staff led a tour of development and transportation projects in the Sheboygan MPO area the morning of April 26<sup>th</sup>. The tour was primarily for the benefit of the new WisDOT Bureau of Planning and Development liaison to the Sheboygan MPO. Other tour participants included: WisDOT Northeast Region staff; the FHWA Wisconsin Division liaison to the Sheboygan MPO; the Director of the Sheboygan County Planning and Conservation Department (who discussed Sheboygan County Non-Motorized Transportation Pilot Program projects in the MPO area); and the Planning and Zoning Manager for the City of Sheboygan (who discussed development issues and corridor plans in the city).
- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on April 26<sup>th</sup>. Agenda items addressed at this meeting included: review and recommendation of approval of two administrative modifications and several minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2011 – 2014*; discussion related to the draft *2012 Public Participation Plan Update* for the Sheboygan MPO (including a report on any comments received during the 30 day consultation period, as well as release of the document for a 45 day public comment period); an update on other tasks pertinent to completion of the *Year 2045*

*Sheboygan Area Transportation Plan (SATP)* that are scheduled for early 2012; an update on transit planning activities (including the *Sheboygan Transit Development Program*); and an update on WisDOT Northeast Region and other MPO planning activities.

- Commission staff assisted Shoreline Metro staff with a CDBG quarterly progress report in early April.
- Commission staff prepared a limited number of copies of the revised draft of the *Sheboygan Transit Development Program (TDP): 2012 - 2016*. Commission staff also worked with Shoreline Metro staff to schedule a public comment period and public information meeting on the draft TDP; the public comment period will run through June 1<sup>st</sup>, and the public information meeting will be held on May 16<sup>th</sup>. Area news media and the review committee for the TDP were informed of the public comment period and public information meeting regarding the draft TDP (this included placing a legal notice in the *Sheboygan Press*). Copies of the draft TDP were distributed to the usual five review locations in the Sheboygan area as well as to Shoreline Metro management and drivers. The draft TDP has also been placed on a webpage for public review, and Shoreline Metro staff linked the TDP webpage to the transit operation's website.
- Commission staff prepared several administrative modifications and minor amendments to the *2011 - 2014 TIP* in April. Shoreline Metro wishes to apply for an FTA "State of Good Repair" project involving acquisition of an AVL/GPS system and dispatch software for the paratransit component of the transit operation. Several other transit capital projects and elderly and disabled transportation capital projects were also added to the TIP to be consistent with the Sheboygan TDP and the Sheboygan County ADRC's recent capital grant application to WisDOT. In addition, the WisDOT Northeast Region staff asked for one small addition to the street and highway project component of the *2011 - 2014 TIP*. The Sheboygan MPO Technical and Policy Advisory Committees recommended approval of these changes at their April 26<sup>th</sup> joint meeting, and the Commission adopted these minor amendments and administrative modifications to the *2011 - 2014 TIP* at a meeting of its Executive Committee in Marinette on April 27<sup>th</sup>. Commission staff will be submitting these administrative modifications and minor amendments to the *2011 - 2014 TIP* to applicable state and federal agencies in early May.
- The 30 day consultation period on the draft *2012 Sheboygan MPO Public Participation Plan* ended on April 16<sup>th</sup>. No comments were received during the consultation period. The MPO Technical and Policy Advisory Committees reviewed the draft plan once again at their April 26<sup>th</sup> joint meeting; only one minor modification was suggested at this meeting. The MPO advisory committees then released the draft *2012 Sheboygan MPO Public Participation Plan* for a 45 day public comment period at their April 26<sup>th</sup> joint meeting. This public comment period was scheduled to run from May 7<sup>th</sup> through June 22<sup>nd</sup>.
- Commission staff continued work on several items related to completion of the next long-range transportation plan (the *Year 2045 Sheboygan Area Transportation Plan*, or *SATP*) in April. These items included: continued analysis of "gaps" in the last plan update vis-à-vis SAFETEA-LU; revisions to documentation of the implementation status of the currently adopted plan (both in terms of land use and transportation) based on comments received at the February joint meeting of the MPO advisory committees; and continued tracking of performance of indicators. The gap analysis and the implementation status of transportation projects in the currently adopted plan (as revised) were presented to the MPO Technical and Policy Advisory Committees at their joint meeting on April 26<sup>th</sup>.

- Commission staff continued to meet internally to discuss possible visualization applications (transportation projects and land use scenarios) for the next MPO long-range transportation plan in April. Some of these visualization applications could also be transferred to other Commission-led planning efforts in the region. Commission staff met briefly with the manager of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTPP) following the MPO Technical and Policy Advisory Committees joint meeting on April 26<sup>th</sup> to see how the NMTPP staff uses Google Sketch Up to better visualize certain NMTPP projects for the public.