

MONTHLY WORK PROGRAM ACTIVITY REPORT
JANUARY 2014
By County

BAY-LAKE REGIONAL PLANNING COMMISSION
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MULTI-COUNTY/REGIONAL

- On January 14th, Commission staff participated in a Local Land Use Planning and Zoning teleconference via WisLine that provided best practices information on how to proceed with updates to comprehensive plans.
- Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) in Appleton on January 14th. 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 January 15th, the Executive Director participated in the Global Trade Steering Committee meeting teleconference to continue the implementation of the strategies outlined in the *2012 Global Trade Strategy Report*.
- On January 21st, the Natural Resources Planner participated in a meeting of the Lakeshore Invasive Species Management Area (LISMA) steering committee in Two Rivers.
- Commission staff presented at the Wisconsin Coastal Management Program Project Selection Committee meeting on January 27th to discuss funding to update the Bay-Lake Region's Comprehensive Plan that was adopted in 2005.
- On January 28th, Commission staff participated in EDA's quarterly teleconference to review new requirements for the Comprehensive Economic Development Strategy (CEDS) and funding priorities.
- Commission staff facilitated a day-long meeting on January 30th with Lee Shirey of the Economic Development Administration. Local economic development practitioners were able to discuss projects with Mr. Shirey and the application process that is required to be completed in order to access federal funding through EDA.
- Commission staff continued updating the Transportation Element of the Bay-Lake Regional Planning Commission's Regional Comprehensive Plan.
- 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

- The Executive Director attended the monthly meeting of the Olde Main and Downtown Green Business Development committee on January 29th.
- The Natural Resources Planner continued work on the Bay Beach improvement project. The advisory group met on January 15th and 23rd to continue developing the restoration action plan. A meeting was also held on January 28th with the WDNR to gather comments on potential permitting considerations. ACOE comments were gathered via email.

- On January 30th, the Natural Resources Planner attended a WDNR meeting of the Lower Green Bay AOC Technical Stakeholders in Howard.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project with completion of the project scheduled for this coming summer.

DOOR COUNTY

- Commission staff met with John Bacon from the Friends of the Grand Traverse Islands on January 13th to discuss the Commission's role in preparing an updated strategic plan for the Traverse Islands.

FLORENCE COUNTY

- Commission staff continued to finalize a contract with the county to update its Farmland Preservation Plan.

KEWAUNEE COUNTY

- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Casco, Red River, and Luxemburg.

MANITOWOC COUNTY

- Commission staff presented to the Manitowoc County Towns Association on January 15th. The meeting was held at the Town of Newton Town Hall.
- Work continued on the Maritime Metro Transit Development Program (TDP) in January. The Maritime Metro TDP Review Committee met on January 22nd; agenda items at this meeting included: continued review of potential trip generators in draft Chapter 4 (Community Profile); and distribution and review of draft Chapter 7 (Transit System Performance). In preparation for this meeting, Commission staff revised a table and map of potential trip generators in the transit service area, and also prepared draft Chapter 7. Commission staff also prepared draft minutes of the January 22nd meeting of the Maritime Metro TDP Review Committee in late January.
- On January 23rd, Commission staff met with Nick Sparacio, Community Development Director for the City of Manitowoc, about the types of assistance the Commission has provided to the city in the recent past and the types of services and programs that are offered through the Commission that can be accessed by the city for future projects.
- On January 28th, the Community Assistance Planner met with Town of Manitowoc Rapids officials and provided various options that are available through the Commission to update their comprehensive plan.

MARINETTE COUNTY

- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for the Town of Wagner.
- Commission staff assisted the City of Marinette with the administration of its Shared-Ride Taxi Transit Program with the completion of the 2014 fourth quarter report.
- At the request of WisDOT, the Commission staff made several corrections to the City of Marinette's 2015 Shared Taxi application for State Aid (Section 85.20) and Federal Aid (Section 5311) for operation of the City's Shared-Ride Taxi transit services.

OCONTO COUNTY

- Commission staff met with Jaime Broehm, Assistant Planner for Oconto County, on January 7th to discuss options for updating several local comprehensive plans that were adopted over 10 years ago.

- Commission staff presented to the Town of Riverview on January 27th and provided various options that are available through the Commission to update their comprehensive plan.
- Commission staff continued work on updating Oconto County's hazard mitigation plan. The Natural Resources Planner held an open house for the project on January 21st in Oconto.

SHEBOYGAN COUNTY

- Commission staff presented to the Sheboygan County Towns Association the evening of January 16th. The meeting was held at the Town of Sheboygan Fire Department.
- Commission staff participated in a quarterly meeting of the Wisconsin Department of Natural Resources (WDNR) Bureau of Air Management's Transportation Conformity Work Group (via teleconference) on January 8th.
- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on January 22nd.
- Commission staff attended the quarterly MPO Directors' meeting in Madison on January 27th.
- Members of the Sheboygan MPO Technical and Policy Advisory Committees reviewed portions of draft Chapter 6 of the *Year 2045 SATP* (Transportation and Land Use) that were revised since December 2014 at their joint meeting on January 22nd. Members of the advisory committees also reviewed draft Appendix B of the *Year 2045 SATP* (Transportation System Performance Indicators) at this meeting. In addition, Commission staff gave an update on work on other portions of the *Year 2045 SATP* at this meeting.
- Commission staff revised draft Chapter 6 (Transportation and Land Use) and continued to prepare draft Chapter 7 (Recommended Transportation Plan) of the *Year 2045 SATP* in January. Commission staff also continued to collect data and prepare portions of draft Chapter 8 (Mitigation of Environmental Impacts of Major Transportation Projects) in January. In addition, Commission staff continued to collect data for draft Chapter 9 (Financial Plan) in January.
- Commission staff completed draft Appendix B (Transportation System Performance Indicators) of the *Year 2045 SATP* in January.
- Commission staff developed several EMSI reports for manufacturing occupations in Sheboygan County, and surrounding counties, at the request of the Sheboygan County Economic Development Corporation.
- Commission staff worked with WisDOT Travel Forecasting staff to obtain baseline travel forecast data for 2045 as well as to get capacity adding projects recommended by members of the Sheboygan MPO Technical and Policy Advisory Committees tested with the travel demand forecast model in January. Commission staff also consulted with WisDOT Northeast Region staff to obtain their concurrence that it was acceptable to test proposed recommendations from the State Highway 23 Freeway Conversion/Corridor Preservation Study (from State Highway 57 to State Highway 32) as well as a small number of improvements to State Highway 23 west of County Highway C in the travel demand forecast model in 2045.
- 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 January. Some of these visualization applications could also be transferred to other Commission-led planning efforts in the region.

- Commission staff provided technical assistance to Shoreline Metro during the month of January. This assistance involved assisting Shoreline Metro with the preparation of its Community Development Block Grant (CDBG) quarterly report.
- The Wisconsin Department of Transportation approved the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2015 – 2018* in a letter dated January 9th. Commission staff distributed CD copies of the final 2015 – 2018 TIP to members of the Sheboygan MPO Technical and Policy Advisory Committees in attendance (as well as paper copies of that document to FHWA and WisDOT Bureau of Planning and Economic Development staff in attendance) at the joint meeting of those committees on January 22nd. In late January, Commission staff mailed a paper copy of the 2015 – 2018 TIP to the Mead Public Library for permanent public display, and mailed CD copies of the 2015 – 2018 TIP to members of the MPO advisory committees unable to attend the January 22nd meeting.