

**Meeting Minutes:
Door County Smart Growth Plan Core Planning Committee
August 29, 2007**

1. Open meeting/introductions.

A meeting of the Core Planning Committee (CPC) was held in the General Meeting Room (Room A150, First Floor) of the Door County Government Center (former Courthouse), 421 Nebraska Street, Sturgeon Bay, Wisconsin, on Wednesday, August 29, 2007. The meeting was called to order at 10:03 a.m. by Chair Ann Miller.

Present:

Resource Planning Committee – Hugh Mulliken, appointee
City of Sturgeon Bay – Marty Olejniczak, alternate
Village of Egg Harbor – David Tuch, appointee
Village of Ephraim – Connie Hatch, appointee
Village of Sister Bay – Denise Bhirdo, appointee
Town of Brussels – Galen DeJardin, alternate
Town of Clay Banks – Mark Heimbecher, appointee
Town of Egg Harbor – Pam Krauel, appointee
Town of Gardner – Paul DeWitt, alternate
Town of Jacksonport – Jeanne Majeski, appointee
Town of Liberty Grove – Ann Miller, appointee
Town of Nasewaupée – George Whitford, appointee
Town of Sevastopol – Bart Munson, appointee
Town of Union – Gale Guilette, appointee
Town of Washington – MaryLee Benson, appointee
County Board Chair, ex officio member – Charlie Most

Also present:

Becky Kerwin, Door County Planning
Rob Burke, UW-Extension
Mark Walter, Bay-Lake Regional Planning Commission
Ker Vang, Bay-Lake Regional Planning Commission
Ann Hippensteel, Clay Banks resident

Excused:

Town of Gibraltar – Tom Birmingham, appointee, and Merrell Runquist, alternate
Village of Forestville – Kathleen Mueller, appointee, and alternate (not yet named)

Absent:

Door County Resource Planning Committee – Bob Ryan, appointee
Baileys Harbor – Peter Jacobs, appointee, and/or Gene Stanis, alternate
Town of Forestville – Monica Nelson, appointee, and/or Gerald Uecker, alternate

2. Approve minutes of May 31, 2007 Core Planning Committee meeting.

Minutes from the May meeting were mailed to CPC members in mid-August. Motion by Bhirdo, seconded by Benson, to approve the May 31, 2007 meeting minutes. Motion carried unanimously.

3. FYI item: Web Postings Available.

Kerwin noted that the CPC membership, protocols, and all meeting minutes are posted on the Planning Department's website at http://map.co.door.wi.us/planning/comp_planning.htm. Also posted are comprehensive plans completed by Door County municipalities and visioning meeting documents. New to the website are the draft vision statement, updated intermediate vision documents, and Chapters 2 – 7 of the draft Bay-Lake RPC Resource Report.

4. Review and approve draft Vision Statement to guide county plan development.

The draft Vision Statement and all of the intermediate documents used to develop the vision statement are posted to the Planning Department's website and committee members were asked to review these documents prior to the meeting. There was a motion by Mulliken, seconded by Krauel to discuss the draft vision statement. A brief discussion ensued regarding the level of detail that the vision statement should incorporate. Kerwin explained that the overall draft vision statement should be fairly general and lightly touch on all of the main topics mentioned at the visioning meetings. Subsequent element vision statements will be drafted over the next couple of months that will incorporate more detail about each element topic. There was a motion by Bhirdo, seconded by Krauel to approve the draft vision statement. Motion carried unanimously.

5. Review Bay-Lake Regional Plan Commission outline for county Resource Report.

The Resource Report contains factual data required by the comprehensive planning legislation as background information for each of the plan's topical elements. Chapters 2 – 7 were posted to the Planning Department's website about two weeks prior to the meeting for CPC members to review. Mark Walter, Executive Director of Bay-Lake Regional Planning Commission, handed out a draft of Chapter 8, Land Use, which has also been posted to the website. Some members expressed concern over their difficulty in downloading and printing the draft chapters. Walter said that in the future they will print one copy of the draft Resource Report for each municipality. They will also generate CD's of chapter drafts for any municipality requesting one.

Comments regarding gaps in information, grammar, and spelling issues were made by several CPC members. Walter responded that this round of chapter drafts is very rough and that they are aware of the gaps in information. He assured the committee that the grammar and spelling errors would be corrected.

Walter led a discussion on Chapters 2 – 4 (Historical and Cultural Resources, Agricultural and Natural Resources, and Population and Housing). Several sub-categories within the chapter were marked as "Reserved" for discussion at CPC meetings due to the local nature of the information. CPC members gave input on a variety of topics including Community Design (landmarks, pathways, edges, districts, and nodes), conservation groups, and agricultural resources and trends. The committee decided to continue discussion on the rest of the chapters at the next meeting rather than everyone submitting individual written comments. Anyone who cannot attend the next meeting and/or wants to submit specific comments in writing should email them to rkerwin@co.door.wi.us.

6. Review membership of Advisory Work Groups; assign CPC members as appropriate.

The chart of CPC members signed up for element work groups to start in early 2008 was mailed to members in their meeting packets. Kerwin said that ideally there would be four CPC members assigned to each work group with two from the north and two from the south. Minimally, there should be at least one CPC member from both the north and the south on each work group and no less than four CPC members per work group. Members can review the updated chart on the website and notify Kerwin if they wish to serve on a work group.

7. Other business.

No other business was discussed.

8. Set future CPC meetings.

Tuesday, October 30, 2007

6pm – 9pm

General Meeting Room, Door County Government Center

Topic: Finish review of draft Resource Report; update on draft element vision statements.

Thursday, November 29, 2007

10am – 12pm

General Meeting Room, Door County Government Center

Topics: Finish any discussion on draft Resource Report; discussion on work comparing goals/objectives from completed comprehensive plans; review and approve draft element vision statements.

9. Adjourn.

Motion by Bhirdo, seconded by Benson, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 11:55 a.m.

Minutes transcribed by Becky Kerwin, Door County Planning