

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

1. Open meeting/introductions.

A meeting of the Core Planning Committee (CPC) was held in the Jane Greene Room, 2nd Floor, Sturgeon Bay Library, 107 S. 4th Avenue, Sturgeon Bay, Wisconsin, on Thursday, November 29, 2007. The meeting was called to order at 10:03 a.m. by Chair Ann Miller.

Present:

Resource Planning Committee – Hugh Mulliken, appointee
Resource Planning Committee – Bob Ryan, appointee
City of Sturgeon Bay – Laurel Hauser, appointee
Village of Egg Harbor – David Tuch, appointee
Village of Sister Bay – Denise Bhirdo, appointee
Town of Baileys Harbor – Gene Stanis, alternate
Town of Brussels – Bill Vandertie, appointee
Town of Clay Banks – Mark Heimbecher, appointee
Town of Forestville – Monica Nelson, appointee
Town of Gibraltar – Merrell Runquist, alternate
Town of Jacksonport – Jeanne Majeski, appointee
Town of Liberty Grove – Ann Miller, appointee
Town of Nasewaupsee – George Whitford, appointee
Town of Sevastopol – Bart Munson, appointee
Town of Union – Gale Guilette, appointee
Town of Washington – MaryLee Benson, appointee
Ex Officio, Door County Board Chair – Charlie Most

Also present:

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

Excused:

Town of Egg Harbor – Pam Krauel, appointee

Absent:

Village of Ephraim – Connie Hatch, appointee, and/or Brent Bristol, alternate
Village of Forestville – Kathleen Mueller, appointee, and alternate (not yet named)
Town of Gardner – Paul DeWitt, appointee, and/or Robert Steinberger, alternate
Town of Sturgeon Bay – Paul Skup, appointee, and/or Harry Porter, alternate

2. Approve minutes of October 30, 2007 Core Planning Committee meeting.

Minutes from the October 30th meeting were mailed to CPC members in mid-November. Motion by Benson, seconded by Guilette, to approve the October 30, 2007 meeting minutes. Motion carried unanimously.

3. Review work on comparison of goals from completed municipal plans.

Two documents new to the website within the past month are the “Comparison of Completed Municipal Plan Goals” and the “Summary of Completed Municipal Plan Goals.” The first document contains all

municipal goals and summary goals. The second summary document contains only the summary goals and the municipal goals that were identified as unique and/or potentially in conflict with one of the summary goals. The Committee members were asked to read the summary version for the November 29th meeting.

Kerwin explained the document that summarizes the goals from the seven completed municipal plans (Towns of Baileys Harbor, Brussels, Gibraltar, Liberty Grove, Nasewaupsee, Union and Village of Sister Bay). All goals were categorized by Smart Growth legislation topic element and further sub-categorized into more specific sub-topics. The topics/sub-topics are as follows:

- I. Cultural and Historical Resources
 - A. General Cultural and Historical Resources Goals
 - B. Rural Character
 - C. Historic Preservation & Promotion
- II. Agricultural and Natural Resources
 - A. General Agricultural and Natural Resources Related Goals
 - B. Intergovernmental Cooperation, Organization, and Education Goals
 - C. Quality of Ground and Surface Waters Goals
 - D. Mining Goals
 - E. Wetlands, Sensitive Areas, Environmental Corridors, and Forested Areas Goals
 - F. Agricultural Goals
 - G. Air Quality Goals
 - H. Shoreline Goals
 - I. Geological Goals
- III. Economic Development
 - A. General Economic Development Goals
 - B. Educational and Cooperative Economic Development Goals
 - C. Workforce Development Goals
 - D. Economic Development Regulatory Goals
 - E. Tourism-Related Economic Development Goals
 - F. Goals Outlining Specific Economic Development Strategies
 - G. Tax-Related Economic Development Goals
- IV. Housing
 - A. General Housing Goals
 - B. Cooperative and Housing Education Goals
 - C. Ordinance and Housing Code Goals
 - D. Re-Use and Infill Housing Goals
 - E. Housing Goals Regarding Preservation of Natural Resources and Open Space
 - F. Design Goals
 - G. Property Tax Goals
 - H. Physical Accessibility Goals
 - I. Lighting Goals
- V. Utilities & Community Facilities
 - A. General Goals Regarding Utilities and Community Facilities
 - B. Wastewater Goals
 - C. Water Supply Goals
 - D. Stormwater Facilities Goals
 - E. Solid Waste Disposal and Recycling Goals
 - F. Parks and Recreation Goals
 - G. Utilities Goals
 - H. Administrative and Protective Services Goals
 - I. Health Care Goals
 - J. Education Goals
 - K. Cemetery Facilities Goals
 - L. Childcare Facilities Goals

- M. Library Goals
- N. Transportation Goals
- VI. Transportation
 - A. General Goals Regarding Transportation
 - B. Highway and Road Goals
 - C. Bicycle, Pedestrian, and Recreational Vehicle Goals
 - D. Transportation Goals Regarding Natural Resource Protection and Aesthetics
 - E. Air Transportation Goals
 - F. Parking Goals
 - G. Water Transportation Goals
- VII. Land Use
 - A. General Land Use Goals
 - B. Residential Land Use Goals
 - C. Commercial/Industrial Land Use Goals
 - D. Natural Resources Land Use Goals
 - E. Transportation Land Use Goals
 - F. Community Services Land Use Goals
- VIII. Intergovernmental Cooperation
 - A. General Goals Regarding Intergovernmental Cooperation
 - B. Intergovernmental Cooperation Goals Related to Land Use

The topic of potentially conflicting goals between the municipal plans and the county plan was discussed by the Committee. Runquist said that the Resource Planning Committee’s policy is to honor the towns’ adopted plans. How future conflicts will be resolved is still unknown and much of the “consistency” requirement will be resolved through court cases. Goode explained that the conflicts identified in the completed plans are not likely to be insurmountable since some of the goals addressed a topic to a greater/lesser degree but could still be developed into county goals by making the county goal more general, thus incorporating all degrees of goals. For municipalities currently working on Smart Growth Plans, the Planning Department will try to work with their consultants as much as possible to prevent any conflicts.

The Committee also discussed the wording of goals and whether language that has “teeth”, such as “shall”, would be used in the county plan. It was agreed that the county goals would use such language where appropriate. Goode stated that in order for the county plan to be implemented county-wide, a list of options for different municipalities may also have to be drafted. Certain goals that address an issue at a much greater degree than other municipalities may need to be addressed at the municipal level rather than in the county plan. Overall, there are many more similarities than differences between the completed municipal plans. It was also noted that the completed plans cover most, if not all, Smart Growth topics.

Other items noted by the Committee and staff include: the fact that sustainability came up in the visioning sessions but may not have been covered in some of the completed plans; “green infrastructure” was addressed in many plans through the environmental corridor goals; and wind energy will be addressed in the Utilities and Community Facilities element, rather than in the Resource Report, which is an inventory of what currently exists in the county.

4. Discuss process for element work groups.

Goode outlined the tentative process for running the element work groups. Any person or agency that has signed-up for, indicated an interest in, or is a logical participant in a work group will be notified by either email or hard-copy mail of work group schedules. Staff will also notify the CPC of all work group schedules and issue press releases to the local media. The first meeting of each element work group will probably be held on a weekday and future meetings will be scheduled at the first meeting. There will be 3 – 5 meetings per element work group held over the span of approximately one month, possibly

more or less depending on the schedules of the work group members. The element work groups' schedules may also overlap.

- A kick-off meeting for all element work groups will be held **4:00 p.m., Thursday, January 10th, 2008, located at Crossroads at Big Creek**. Any person or agency that has signed-up for, indicated an interest in, or is a logical participant in a work group will be notified by either email or hard-copy mail of work group schedules. Press releases will also go out to the local media.
- The first work group session will entail going over background information (visioning documents, completed plan goals, and the Resource Report). Prior to the first meeting, work group participants will be asked to review these documents on-line.
- The second work group will involve element visioning exercises, conducted to help develop the draft element vision statements.
- The third through fifth work group meetings will entail finalizing draft element vision statements and developing draft county-wide goals, objectives, and policies.
- Through out the work group process, the CPC will review all goals, draft element vision statements, and the draft land use map.

The land use element work group will develop the land use policies to be used in developing the county land use map. Utilizing these policies, planning staff will create draft land use maps, working off of existing future land use maps for municipalities with completed Smart Growth plans and off of recent land use inventory maps for municipalities without plans. The goals developed in the land use element work group will be "superimposed" on the land use maps. All maps will be sent to the municipalities for public comment approximately one month before the CPC reviews the maps. Ideally, each municipality should have at least one representative on the land use work group.

All minutes from each work group will be sent to all municipalities. Work group reminder emails will also be sent to all municipalities. During the element work group process, municipalities should be informing the public about work group products.

Finally, four open houses are scheduled to take place in October and November of 2008. Staff will give a presentation on the draft plan and maps. Written comments will be accepted at these open houses. Work group participants will be encouraged to attend the open houses in order to help answer questions.

5. Other business.

No other business was discussed.

6. Set future CPC meetings.

3:00 p.m., Thursday, January 10, 2008

Location: Crossroads at Big Creek (located on the east side of Sturgeon Bay, Wisconsin with the main entrance on Michigan St., just east of the intersection of Michigan and Highway 42/57)

Topic: Resource Report

7. Adjourn.

Motion by Majeski, seconded by Nelson, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 11:41 a.m.

Minutes transcribed by Becky Kerwin, Door County Planning