

**Meeting Minutes:
Door County Smart Growth Plan Core Planning Committee
May 31, 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 Thursday, May 31, 2007. The meeting was called to order at 7:02 p.m. by Vice-Chair MaryLee Benson.

Present:

Resource Planning Committee – Bob Ryan, appointee
City of Sturgeon Bay – Laurel Hauser, appointee
Village of Egg Harbor – David Tuch, appointee
Village of Ephraim – Brent Bristol, alternate
Village of Sister Bay – Denise Bhirdo, appointee
Village of Sister Bay – Bob Kufirin, alternate
Town of Brussels – Galen DeJardin, alternate
Town of Clay Banks – Mark Heimbecher, appointee
Town of Egg Harbor – Pam Krauel, appointee
Town of Forestville – Monica Nelson, appointee
Town of Gardner – Paul DeWitt, alternate
Town of Gibraltar – Tom Birmingham, appointee
Town of Jacksonport – Jeanne Majeski, appointee
Town of Liberty Grove – Ann Miller, appointee
Town of Liberty Grove – Denise Bremer, alternate
Town of Nasewaupée – George Whitford, appointee
Town of Nasewaupée – Steve Sullivan, alternate
Town of Sevastopol – Bart Munson, appointee
Town of Sturgeon Bay – Paul Skup, appointee
Town of Union – Gale Guilette, appointee
Town of Union – Rena LaLuzerne, alternate
Town of Washington – MaryLee Benson, appointee
Town of Washington – Ron Overdahl, alternate
County Board Chair, ex officio member – Charlie Most

Also present:

Mariah Goode, Door County Planning
Becky Kerwin, Door County Planning
Rob Burke, UW-Extension
Mark Walter, Bay-Lake Regional Planning Commission
Pat Miller, Sevastopol resident

Excused:

Door County Resource Planning Committee – Hugh Mulliken, appointee
Village of Forestville – Kathleen Mueller, appointee, and alternate (not yet named)

Absent:

Baileys Harbor – Peter Jacobs, appointee, and/or Gene Stanis, alternate

2. Approve minutes of February 28, 2007 Core Planning Committee meeting. (7:05)

Minutes from the February meeting were mailed to CPC members in early March. CPC members requested that, from now on, Planning Department staff include the minutes in the meeting packets rather than in an earlier mailing. Minutes will therefore from now on be written and posted on the web immediately following meetings, CPC members will be notified that the web posting has occurred, and then minutes will be distributed along with the next meeting's materials.

Motion by Pam Krauel, seconded by Ann Miller, to approve the February 28, 2007 meeting minutes as mailed. Motion carried unanimously.

3. FYI item: Revised Public Participation Plan adopted by County Board, April 2007. (7:10)

Planning staff noted that the updated Public Participation Plan as approved by CPC members in February was adopted without changes by the County Board in April. It may be downloaded from or viewed on the web at:
http://map.co.door.us/planning/comp_planning.htm.

4. Elect new Core Planning Committee chair. (7:15)

Planning staff reported that Mark Finger, elected chair of the CPC in February, has moved to Madison, necessitating the election of a new chair.

After some discussion and several declined nominations, there was a motion and a second from the floor nominating Ann Miller, Town of Liberty Grove, as CPC chair. Nominations were then closed. Motion to elect Ann Miller as CPC chair carried unanimously.

5. Review Bay-Lake Regional Plan Commission outline for county Resource Report. (7:30)

Mark Walter, Executive Director of Bay-Lake Regional Planning Commission, reviewed the 8-page outline of the Resource Report that had been mailed to CPC members. The Resource Report will be a stand-alone document that will also serve as one volume of the county Smart Growth plan. It will contain all of the factual data and maps required by the Smart Growth legislation as background information for each of the plan's topical elements.

CPC members asked several questions as to how particular data items would be collected and suggested some additional items to include in the Resource Report. Walter expects that a rough draft of the report should be ready for the CPC to review and discuss at its next meeting.

6. Review results from Visioning Meetings. (8:00)

CPC members had been mailed a copy of a May 1st memo to the Resource Planning Committee providing an initial summary of the results from the four visioning meetings.

At the CPC meeting, Becky Kerwin distributed another memo (attached to these minutes) which outlined the process that was used for the visioning meetings, the ways in which the information collected is now being organized, and how the results from the meetings will be used. She also showed CPC members one of the meeting write-ups accessible through the county Planning Department's website and one of the re-organized sets of meeting results, which will also be posted on the web once finalized. A draft vision statement will be ready for CPC review at its next meeting.

7. Update on work to date comparing local communities' completed Smart Growth plans. (8:30)

Kerwin offered a verbal report explaining what she is doing to compare and contrast goals, policies, and objectives that have been adopted by those communities in the county that have completed their Smart Growth plans. The purposes of the exercise are to make sure that there are not major contradictions between communities' plans, to look for common goals across the county's communities, and to potentially offer goals, policies, and objectives to consider for the county plan.

8. Other business. (8:45)

Ann Miller asked that the CPC look at its next meeting at the projected membership of the advisory work groups that will be drafting initial goals related to each of the plan's topical elements so as to ensure that at least one CPC member participates in each group.

9. Set future CPC meetings. (8:55)

The next CPC meeting will be a daytime meeting:

Wednesday, August 29, 2007

10:00 a.m. – noon

General Meeting Room, Door County Government Center

Agenda items will include vision statement review and possibly approval, review of the draft Resource Report, and discussion of the membership of the advisory work groups.

10. Adjourn. (9:00)

Motion by Laurel Hauser, seconded by Ron Overdahl, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 8:30 p.m.

Minutes transcribed by Mariah Goode, Door County Planning

MEMORANDUM

May 31, 2007

TO: Door County Smart Growth Plan Core Planning Committee members and alternates
FROM: Becky Kerwin, Planner II
RE: Visioning Meeting Results

Planning staff recently conducted the last of the public input meetings designed to help create a draft vision statement to guide the county comprehensive "Smart Growth" plan development. This memo provides a brief overview of the results of those meetings. (Complete meeting write-ups may be viewed at <http://map.co.door.wi.us/planning>.)

Four sessions were held: 1) Washington Island (October 16, 2006); 2) Southern Door (April 18, 2007); 3) Sturgeon Bay (April 28, 2007); and 4) Northern Door (May 1, 2007). Over 100 community members came to the sessions. While this is fewer people than we had hoped for, we believe the participants represent a decent cross-section of the county's population.

At the visioning meetings, attendees were given an overview of the "Smart Growth" legislation and county plan development process. Participants were then given the first of two public input questions: "What are Door County's greatest assets?" They were asked to write as many responses as they wished on notecards and pick/rank their top response, writing the number 1 next to it. Each person then shared their top response, which was recorded on a flipchart. After all top responses were recorded, each participant was given six adhesive dots to use as "votes" towards their favorite ideas. They could place all their votes on one response or spread out their votes between responses.

Next, attendees were given an overview of the types of data being collected for the county comprehensive plan. The powerpoint slide is also available on the website at <http://map.co.door.wi.us/planning>.

Participants were then asked the second public input question: "What words or phrases best capture your vision for Door County's future?" The same process was used as in the first question, except participants were asked to pick/rank their top three responses on their notecards.

Each meeting followed the same process and has a write-up (available on the website cited above) where all voting responses and all notecard responses for each question are listed by number of votes and by ranked notecard responses. Each meeting write-up has also been reworked into a second write-up where all voting responses and all notecard responses for each question have been sorted into categories that generally follow the element categories outlined in the comprehensive planning statutes. The responses are sorted into the following categories/subcategories:

- 1) Community Character
 - o People
 - o Visual
 - o Quality of Life
- 2) Community Utilities and Facilities
 - o Education/Libraries
 - o Health
 - o Social Services
 - o Parks & Recreation
- 3) Natural Resources
- 4) Cultural/Historical Resources
- 5) Land Use
- 6) Transportation
- 7) Agricultural Resources
- 8) Housing
- 9) Economic Development
- 10) Intergovernmental Cooperation

The results from the four meetings will be compiled into one county-wide summary using those same categories. Those final summarized results will also show a tally of the number of votes within each category and a tally of the frequency of notecard responses for each category for each of the two questions (“What are Door County’s greatest assets” and “What words or phrases best capture your vision for Door County’s future?”).

The results will be used to:

- 1) Draft an overall vision statement;
- 2) Draft element vision statements;
- 3) Identify general issues and opportunities of county importance;
- 4) Identify relative importance of issues/topics to county residents (based on number/frequency of responses in each category);
- 5) Develop a press release to re-cap the visioning meetings and to spur interest/sign-up for element work groups.

If you have any questions about the visioning meetings process or results, please contact me or Mariah Goode at the Planning Department at 746.2323.