

**Meeting Minutes:
Door County “Smart Growth” Plan
Intergovernmental Cooperation Work Group – 1st Meeting
February 6th, 2008**

1. Open meeting/introductions.

The first meeting of the Intergovernmental Cooperation Work Group was held in the Sturgeon Bay Library Jane Greene Room, 107 S. 4th Avenue, Sturgeon Bay, Wisconsin, on Wednesday, February 6th, 2008. The meeting started at approximately 3:00 p.m.

Present:

| Last Name | First Name | Agency |
|-----------|------------|--|
| Guillette | Gale | Union, Town of |
| Oleniczak | Marty | Sturgeon Bay, City |
| Olson | Patrick | Property Owner |
| Overdahl | Ron | Washington Island, Town of |
| Paitrick | Mary | DOOR COUNTY ECONOMIC DEVELOPMENT CORPORATION |
| Stawicki | Jim | Sturgeon Bay Utilities |
| Tepe | Roger | Door County Department of Social Services |

Also present:

Mariah Goode, Door County Planning
Becky Kerwin, Door County Planning

2. Brief Overview: “Smart Growth” Legislation and County Plan Development Process

Goode explained that the State of Wisconsin enacted the “Smart Growth” legislation in 1999. It requires certain municipalities to write a comprehensive plan by 2010 in order to guide land use decision-making and also requires consistency between the comprehensive plan and the zoning ordinance. Door County’s comprehensive plan process is guided by the county board-established adhoc Core Planning Committee (CPC). The CPC consists of one representative from each local unit of government and two representatives from the Door County Resource Planning Committee. The CPC is providing general guidance to the planning process, communication between the county and local municipalities, and review and approval of all work documents (i.e., element goals and actions, chapter drafts, vision statement, etc.). Documents developed to date that will also guide the planning process include the following:

- Public Participation Plan (adopted by the County Board in April, 2007)
- Draft Vision Statement. Four visioning sessions were held across the county between October 2006 and May 2007. Public input and ranking exercises were conducted regarding the county’s assets and vision for the future.
- Resource Report. Background information, data, maps, and projections required by the Smart Growth legislation.
- Inventory of Completed Municipal Plan Goals. A document that identifies similarities and any potential conflicts between the completed municipal plan goals.

These documents and more can be found on the comprehensive planning website located at http://map.co.door.wi.us/planning/comp_planning.htm.

3. Work Group Role in Development of County Plan

Goode stated that the work group role in the development of the county plan is to help draft the element vision statements and to help develop the element goals, objectives, and policies. The CPC will review all work group products, which will then be reviewed by the Resource Planning Committee, and ultimately by the County Board.

4. Review and Discuss Resource Report

Goode stated that the Resource Report, researched and written by Bay-Lake Regional Planning Commission, is currently in a very rough draft form. Planning Department staff will be doing a great deal of additional work over the next few months in order to develop the Resource Report into a final draft. When reviewing the report, be aware that the yellow high-lighted text in the report indicates notes or comments inserted by Mariah and Becky.

The final Resource Report will be one of two volumes of the county plan, from which readers will be able to get all of the objective, factual data about Door County required by the Smart Growth legislation. The other volume of the plan will contain the element statute language, vision statements, and goals, objectives, and policies.

The Introduction chapter of the report will give an outline/overview of the document and an explanation of the document organization. It will also briefly explain what the "Smart Growth" plan is and describe what is contained in each of the two volumes.

The Issues and Opportunities chapter contains a chart of the visioning meeting results and an explanation of the chart. The visioning meeting results were used to draft an overall vision statement and will also be used to guide the work group element vision statements. This chapter also contains general issues and opportunities identified from the visioning meeting results. The population information that is currently in the housing chapter will be moved to the Issues and Opportunities chapter.

Intergovernmental Cooperation chapter:

Items discussed include:

- Explanation of municipal organizational structure; long-term committees; list titles of people in charge, phone numbers, and government websites.
- Door County chapter of the Wisconsin Towns Association.
- Room tax and Tourism Zone Commission; enhanced status for all of Door Co; get greater sales tax through Premier Resort status.
- Door County Social Services Department relationship with school districts; county departments – list groups that work together.
- DCPD ordinances in effect in the towns; continue to improve relationship with towns; towns using DCPD to administer their zoning.
- Separate discussion on emergency services and emergency planning; 911 dispatch (city/county); state hospitals; county & municipal agreement re: emergency services.
- Brown Co. & Town of Washington Island agreement with helicopter.
- Fire department coordination – call Chris Hecht.
- Door Co. Transportation Consortium.
- Northern Door Consortium (NWTC taxation issue); funding of NWTC.
- Snowmobile Association
- Ahnapee Trail; trails in general
- USDA/FSA – investigate closure/merging with Kewaunee
- UWEX - 4-H and agriculture agent.
- Veteran's Office.
- Bay Area Agency on Aging.
- Children and Families.
- Lakeshore CAP.
- Civil Air Patrol (out of Cherryland – Jerry Wautier; coordinates with emergency services; long arm of military).
- Door – Kewaunee County Business Education Partnership.
- Wellhead protection efforts.

- SWCD programs.
- DCEDC – agreement with county to administer revolving loan fund.
- Department of Commerce – Sanitary and DCEDC.
- DOT/county/city – 3 party agreement re: 42/57.
- County highway – road repair and maintenance, plowing.
- Sturgeon Bay Utilities & city & school districts provide services to almost every municipality.
- County/city law enforcement sharing; county/state agreement re: state patrol.
- Jail – Kewaunee & state inmates here; our juveniles go to Manitowoc or Brown Cos.
- Door/Kewaunee task force (Sheriff's Department).
- Door Co. Justice Center – agreements with city; school district issue for southern Door (city residents in jail go to southern Door school).
- Door Co. as objecting agency re: subdivisions in city (and nine other municipalities?).
- City owns library building.
- Nicolet Federated Library System.
- Telecommunications towers – shared with state & other private providers.
- City-owned fiber optic system services county buildings.
- Fiber optic installation.
- Water towers have antennas for city utilities and for school districts.
- City – data and phone service provided by county (IT support and phone network); negotiating with school districts to do the same.
- Telecommunications coordination – EMS, law enforcement, fire, agencies/government offices.
- Parks Dpt. & DCLT & DNR – stewardship funds.
- Parks – maintenance agreements.
- Public Health – beaches (SWCD & UW – Oshkosh), schools.
- Federal agencies: FEMA, Coast Guard, FAA
- State of WI Departments: DNR, DOA, DOT, HFS, DWD, DOJ, DOCorrections, DOCommerce, WEP (energy assistance and job outpost).
- DATCP – farmland preservation agreements.
- Washington Island Ferry & County of Door.
- School consolidation.
- County-based internet site with links to all municipal websites; all ordinances on-line.
- Signs.
- Airport coordination.

5. Set next meeting date.

12:30 p.m. - 2:30 p.m., Tuesday, March 4th, 2008

Location: Sturgeon Bay Library Conference Room

6. Adjourn.

Meeting adjourned at approximately 5:00 p.m.

Minutes transcribed by Becky Kerwin, Door County Planning