ARLINGTON COMPREHENSIVE PLAN UPDATE PRELIMINARY SCHEDULE

TASK DESCRIPTION	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Obtain existing information, reports, data, etc.														
Public outreach	Approve plan update - paper, website, info sign	Survey developed and available: announce in paper. Have copies available at City Hall and via website.	Invite the community to the community meeting where we will conduct a visual preference survey & distribute written survey	Post draft elements on website	Post draft elements on website	Post draft elements on website; announce meeting with Joint Trail Committee and Park Board	Post draft elements on website; announce meeting with business community and EDA	Post draft elements on website	Post draft elements on website	Post draft elements on website	Post draft elements on website announce joint task force, PC & CC meeting to review draft plan update	Announce public hearing and invite comments	Post final draft on website	Alert community re: project completion
Joint meetings with Task Force and elected/appointed officials	Project initiation, conduct group SWOT analysis and review project schedule: joint meeting with task force and all elected & appointed officials		Invite to community meeting				Joint Trail Committee & Park Board - park evaluations & visioning	Business community & EDA joint meeting - input on economic environment				Joint meeting with PC and CC	PC/CC hold public hearing	
Conduct topic specific & focus group meetings.			Community meeting - visual preference survey				Joint Trail Committee & Park Board - park evaluations & visioning	Business community & EDA joint meeting - input on economic environment						
Task Force Meeting	Initial meeting review proposed schedule, plan content and written community survey	Review of Demographics & Social profile	Review of Physical Profile	Review of existing land use and infill potential	Review of Future Land Use	Review of Housing	Review of Transportation	Review utilities (water, sanitary sewer, electric)	Review of Parks	Review City Facilities	Review of economic development and implementation plan	Joint meeting with PC and CC to review draft plan	PC/CC hold public hearing and act on task force recommendations	
MDG Development of Plan Update	Draft demographic and social profile element	Draft physical profile & plan and associated goals, objectives and implementation strategies	Draft land use plan and associated goals, objectives and implementation strategies.		Draft housing plan and associated goals, objectives and implementation strategies.	Draft transportation element and associated goals, objectives and implementation strategies.	Draft utilities element and associated goals, objectives and implementation strategies.	Draft park/trail element and associated goals, objectives and implementation strategies.	Draft city facilities element and associated goals, objectives and implementation strategies.	Draft econ. devl. element and implementation sections	Assemble draft plan and prepare for joint meeting to review plan	Input revisions in draft plan and prepare for public hearing	Finalize plan update	Deliverables to City
Coordinate exchange of data/information with City Engineer and other units of government as needed	Consult with County re: planning process				Transportation element review/input from City Engineer		Utilities element review/input from City Engineer & People Service		Facilities element input from admin, police, fire, ambulance, hospital staff	Economic development element review by EDA Director				
Mapping	Maps: soil survey, topography, PWI/NWI, potential development constraints		Maps: Existing land use, zoning and infill redevelopment areas	Map: Future land use		Maps: Functional classifications and thoroughfare plan (pre-draft by D. Mielke)		Maps: existing parks & sidewalks; park service/search areas; park/trail plan	Map: City facilities and community services					
Assist City staff in updating the Capital Improvement Plan (if requested)														
Present updates to Council and PC		Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	Regular PC meeting and when attending CC meeting	