

★ Designates a Task that includes a public meeting or hearing

Summary of Work Program: Residential Infill Amendments (updated 4-29-10)													
Task	Description	Estimated timeframe											
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	PHASE 1: ESTABLISH PROJECT PARAMETERS: Develop work program, schedule, and authorize establishment of a Task Force												
1.1	Introductory meeting with Planning Commission	★											
1.2	Prepare preliminary work program												
1.3	Review and approval of the work program by the Planning Commission		★										
1.4	Amend the work program as warranted following Planning Commission review												
1.5	Present work program to Council for review			★									
1.6	Council Resolution approving the creation of the Task Force		★										
	PHASE 2: STRATEGIC APPROACH: Data collection, audit existing Code, review best practices ("BP's")												
2.1	Data collection and analysis												
2.2	Advertise, interview and appoint Task Force												
2.3	Establish/maintain web page and email list serve for the project (ongoing)												
2.4	Phase 2 Task Force meetings				★								
2.5	Staff drafts strategic approach												
2.6	Internal review of strategic approach												
2.7	Task Force meeting recommending strategic approach						★						
2.8	Joint (PC & TF) public worksession to update and review strategic approach						★						
2.9	Task Force finalize their recommendation of strategic approach												
2.10	Planning Commission review/approval of Task Force recommended strategic approach							★					
2.11	Produce update for the City Council												
2.12	Update to Council at work session								★				

