West Warwick Comprehensive Plan Update
DRAFT Schedule

		2016							FY2017					
		6	7	8	9	10	11	12	13	14	15	16	17	18
		Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec
Task	**Meetings**													
1	*Initial Meeting with Client*													
ALL	*Coordination calls with Town staff*	*	*	*	*	*	*	*	*	*	*	*	*	*
1	*Advisory Committee Meetings #1-6*	1	2	3	4	5	6							
2	*Public Forum and Open House (3)*		A		B		C							
2	*Planning Board and Town Council Update summary*				*									
5	*Statewide Planning Office*									*				
5	*Planning Board*										*			
5	*Town Council*											*		*
Task	**Deliverables**													
1	*Communication Strategy*													
1	*Management and Technical Work Plan*													
2	*Existing Conditions Reports for each element*	+												
2	*Summaries of Existing Conditions for the Information Center*	+												
2	*Comprehensive List of Information Sources and References*	+												
2	*Notes and results from Public Forum and Open House*		A		B		C							
3	*Meeting results*	1	2	3	4	5	6							
3	*Draft Vision, Goals and Priorities*				V									
4	*Draft Comprehensive Plan Update*						D							
5	*Final Comprehensive Community Plan Update*									F				
Task 1 Project Initiation														
1.1	Initial Meetings													
1.2	Communication Strategy													
1.3	Management and Technical Work Plan													
Task 2 Existing Condtion and Trends														
2.1	Evaluation and Compilation of Previous Studies and Documents													
2.2	Review, Evaluation and Update of GIS Resource													
2.3	Update of Existing Conditions Sections													
Task 3 Vision and Choices														
3.1	Preliminary Concepts													
3.2	Potential Choices and Directions													
3.3	Draft Vision, Goals and Priorities													
Task 4 Draft Comprehensive Community Plan Update														
4.1	Draft Comprehensive Community Plan Update													
4.2	Public Forum and Community Reviews													
4.3	List of Proposed Refinements and Additions													
	Revisions to draft													
Task 5 Final Comprehensive Community Plan Update														
5.1	Final Comprehensive Community Plan Document													
5.2	Review by the Statewide Planning Office													
5.3	Planning Board Approval Process													
5.4	Town Council Presentation													
	Submission to Statewide Planning Office; Approval													