ZONING BY-LAW CONFORMITY EXERCISE - PHASE I

GANTT CHART

Task Breakdown	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	22-Apr	May-22	22-Jun	Jul-22
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
1. Work Plan Development															
1.1 Project Team Meeting															
1.2 Work Plan Development															
1.3 Work Plan Refinement															
1.4 Finalization of Work Plan															
1.5 Report and Presentation Preparation															
1.6 Council Meeting															
2. Public Consultation Strategy Development															
2.1 Consultation Plan Development															
2.3 Consultation Plan Refinement															
2.4 Finalization of Plan															
2.5 Briefing Note Preparation															
2.6 Council Meeting															
3. Methodology Refinement, Information Collecting and Policy Review															
3.1 Methodology Refinement															
3.2 Document Review															
3.3 Policy Context Review															
3.4 Jurisdictional scan for Best Practices															
4. Technical Working Group															
4.1 Develop Terms of Reference															
4.2 Invitations to Participants															
4.3 Project Initiation Meeting															
4.4 Review of Technical Assessement															
4.5 Review of Draft By-law															
5. Engagement and Consultation															
5.1 Development of Project Website															
5.2 Launch of Project Website															
5.3 Project Introduction to Town Committees															
5.4 Present Draft ZBA to Committees															
5.5 Landowner Meetings (As Needed)															
5.6 Stakeholder Meetings (As Needed)															
6. Perform Technical Assessment															
6.1 Planning Policy Analysis															
6.2 Technical Mapping Review															
6.3 Discussion Paper Preparation															
6.4 Report and Presentation Preperation															
6.5 Report to Council on Discussion Paper															
7. Prepare Draft Mapping and Zoning By-law Provisions															
7.1 Create Draft Mapping															
7.2 Create Draft By-law Provisions															
7.3															

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8. Present Draft By-law to Council, Request Release for Public and Agency Input															
8.1 Report and Presentation to Council															
8.2 Presentation to Council															
9. Circulation of ZBA to Departments and Agencies for Comment															
9.1 Draft ZBA Circulated for Comment															
9.2 Revise Draft ZBA based on Comments															
10. Public Open House (Sec. 32(12)(b)															
10.1 Preparation for Public Open House															
10.2 Public Open House															
11. Statuatory Public Meeting (Sec. 34(12)(a)(ii)															
11.1 Report and Presentation Preparation															
11.2 Statuatory Public Meeting															
12. Finalize Zoning By-law															
12.1 Deadline for Comments															
12.2 Finalize Proposed ZBA															
13. Second Public Meeting with Recommendation for Adoption															
13.1 Report and Presentation Preperation															
13.2 Second Public Meeting															

Legend

- Project Activities
- Technical Working Group Meeting
- Council Meeting
- Public Open House
- Major Deliverable