TASK / PRODUCTS	DEADLINE										
		August	September	October	November	December	January	February	March	April	Mo
TASK 1 - Project Management and Community/Agency Outreach	5/31/2021										
– Community Outreach Program Memo	9/2/20										
Project Website	9/2/20										
– Community Outreach Results Memo	11/23/20										
– TAC Meeting Materials (All)	5/10/20										
– Interim Invoice	11/30/20				X						
– Final Invoice	5/31/21)
TASK 2 – Duplex Code Adoption Ready Draft	9/23/20										
 Adoption-ready duplex code updates including audit (findings) 	9/23/20										
– TAC Meeting 1	9/23/20										
- Meeting Notice	9/16/20										
— Meeting Materials	9/16/20										
Meeting Minutes	9/30/20										
– TAC Meeting 2	10/21/20										
— Meeting Notice	10/14/20										
— Meeting Materials	10/14/20										
— Meeting Minutes	10/28/20										
TASK 3 – HNA and BLI Update	1/5/21										
– Draft housing needs projection and HNA	10/14/20										
– Draft BLI	10/14/20										
– TAC Meeting 2: Meeting Materials	10/14/20										
TASK 4 – HNA – BLI Comparison and Recommendations (RLNA) Adoption Ready Draft	1/5/21										

TASK / PRODUCTS	DEADLINE	
		August
– Draft HNA and BLI Comparison	11/25/20	
– Draft comprehensive plan and zoning ordinance/map amendments (if necessary).	11/25/20	
– TAC Meeting 3	12/2/20	•
- Meeting Notice	11/25/20	-
— Meeting Materials	11/25/20	
— Meeting Minutes	12/9/20	•
TASK 5 – HNA Housing Production Measures (Strategy)	3/3/2021 or 3/24/2021	
– Draft Housing Production Strategy Memo	2/3/21	
– TAC Meeting 4	2/10/21	-
- Meeting Notice	2/3/21	
— Meeting Materials	2/3/21	-
— Meeting Minutes	2/17/21	
– TAC Meeting 5 (if necessary)	3/3/21	
— Meeting Notice	2/24/21	
— Meeting Materials	2/24/21	-
— Meeting Minutes	3/10/21	
TASK 6 – Plan and Code Amendments - Adoption Process	4/30/21	
 Adoption-ready comprehensive plan and zoning ordinance amendments, including Ontario Urbanization Report, Amendments to Comprehensive Plan Housing and Urbanization Chapters, housing production measures, and duplex related plan and code amendments 	4/13/20	
– Planning Commission and City Council Joint Work Session	4/8/21	
— Work session notice	4/1/21	

September	October	November	December	January	February	March	April	May

TASK / PRODUCTS	DEADLINE	August
 Work session agenda and presentation materials 	4/1/21	
— Work session notes	4/15/21	
– Planning Commission and City Council Joint Public Hearing	4/20/20	
 — DLCD 35-day notice and project descriptions 	3/16/20	
— Joint hearing staff report	4/13/20	
 Joint hearing agenda and presentation materials 	4/13/20	
— Joint hearing minutes	4/27/20	
- PAPA Notice of Adoption	5/10/21	

st	September	October	November	December	January	February	March	April	May