

Project Schedule

Comprehensive Update of the City of Williams General Plan and Zoning Ordinance

Task	Duration	Date	Notes
December 2009			
Contract Execution	--		Completed
Project Initiation	1 Week		Completed
Staff Kick-Off Meeting/Conference Call	--	Dec. 18	Completed
January 2010			
External Coordination with other Agencies	90 Days	Jan/Mar 2010	Completed
Planning Commission Meeting	--	Jan. 25	Completed
Internal Coordination with City Staff	Throughout Project		Completed
February 2010			
Small group interview Sessions	90 Days	Feb. 3, 4	Completed
Community Symposium			Completed
Deliverables: Background Working Papers	8 Weeks	Feb. 26	Completed
March 2010			
Initiate Land Use Element	4 Weeks	Mar. 1	Completed
External Coordination with other Agencies	90 Days	Mar. 16	Completed
April 2010			
Deliverable: Draft Land Use Scenarios	--	Apr. 16	Completed
May 2010			
Joint GPAC/Planning Commission Workshop	--	May 24	Completed
June 2010			
Initiate Safety Element	4 Weeks	Jun. 1	Completed
Deliverable: Land Use Element	--	Jun. 18	Completed
Deliverable: Zoning Code Framework and Annotated Outline	--	Jun. 18	Completed
Joint City Council, Planning Commission and GPAC Meeting	--	Jun. 30	Completed
July 2010			
Initiate Zoning Code	1 Month	Jul. 1	Completed
Initiate Public Facilities Element	6 Weeks	Jul. 1	Completed
Deliverable: Safety Element	--	Jul. 16	Completed
August 2010			
Notice of Preparation	1 day	Aug. 2	Completed
Environmental Technical Background Studies	8 Weeks	Aug. 2	Completed
Administrative Draft EIR	4 Months		Prepare administrative draft document.
Deliverable: Zoning Code Module 1	--	Aug. 6	Completed
Deliverable: Public Facilities Element	--	Aug. 13	Completed
Submission of Safety Element	--	Aug. 13	Submit Safety Element to the Sacramento-San Joaquin Drainage District for review
Initiate Noise Element	3 Weeks	Aug. 16	Initiate drafting element-awaiting Traffic
Initiate Open Space/Conservation Element	6 Weeks	Aug. 16	Completed
GPAC Meeting**	--	Aug. 23	Completed

Planning Commission Meeting	--	Aug. 23	Completed
September 2010			
Administrative Draft EIR	4 Months		Continue to work on administrative draft EIR.
Deliverables: Zoning Code Module 2	--	Sep. 10	Completed
Deliverables: Open Space/ Conservation and Noise Elements	--	Sep. 17	Open Space/Conservation completed --Noise Element awaiting traffic
GPAC Meeting	--	Sep. 27	Completed
Planning Commission Meeting	--	Sep. 27	Completed
October 2010			
Administrative Draft EIR	--		Continue to work on administrative draft EIR...awaiting traffic
November 2010			
Administrative Draft EIR	--		Continue to work on administrative draft EIR....awaiting traffic
December 2010			
Administrative Draft EIR	--		Continue to work on administrative draft EIR....awaiting traffic
January 2011			
Administrative Draft EIR	--		Continue to work on administrative draft EIR.
February 2011			
Administrative Draft EIR	--		Continue to work on administrative draft EIR.
Environmental Technical Studies	6 Weeks	Feb. 1	Consultants for Noise and Air studies initiated
March 2011			
Administrative Draft EIR	--		Continue to work on administrative draft EIR.
Deliverable: Noise Element	--	Mar. 31	Noise Element submitted for GPAC and Planning Commission review
April 2011			
Deliverables: Zoning Code Module 3	--	Apr. 1	Submission of Module 3 for review and discussion
GPAC Meeting	--	Apr. 11	Presentation and discussion of Noise Element. Presentation and discussion of Circulation Element (Circulation Element to be presented by staff)
Planning Commission Meeting	--	Apr. 25	Presentation and discussion of Zoning Code Module 3
Deliverable: Administrative Draft EIR (ADEIR)	--	Apr. 30	ADEIR submitted to City staff for review.
May 2011			
City Staff review period of ADEIR	3 Weeks	May 1	Staff reviews and comments on ADEIR. Staff review period ends on May 20.
June 2011			
Deliverable: Draft EIR (DEIR)	--	June 3	Incorporation of City comments into Draft document of DEIR.
Notice of Availability (NOA)	1 day	June 3	Prepare NOA and Circulate. Public Review Period June 3- July 18.
July 2011			

Administrative Final EIR (AFEIR)	1 week	July 18	Review and respond to comments received on DEIR, assumes minor comments on document.
Planning Commission GP/EIR Workshop	--	July 25	Public Hearing on the General Plan & DEIR
Deliverable: AFEIR	1 Week	July 26	City review of AFEIR, City review period ends Aug. 1. Response to comments mailed.
August 2011			
Deliverable: Mitigation Monitoring Reporting Program	--	Aug. 1	Prepare Mitigation Monitoring Reporting Program
Deliverable: Notice of Determination/Findings of Fact/Statement of Overriding Considerations	--	Aug. 1	Assist City Attorney & City Staff with Findings of Fact & Statements of Overriding Considerations.
Deliverable: Final General Plan	--	Aug. 16	Final documents prepared for recommendation.
Deliverable: Final EIR	--	Aug 16	Final documents prepared for recommendation.
Planning Commission meeting	--	Aug. 22	Receive recommendation on General Plan and Final Environmental Impact Report (FEIR)
Planning Commission Meeting	--	Aug. 22	Review and discussion of Draft Zoning Code
Zoning Code: Public Comment/Adoption	2 Months	Aug. 22	Public hearing to accept public comment on Draft Zoning Code
September 2011			
Final City Council Meeting to Adopt FEIR & GP*	CC Meeting	Sept. 21	Public Hearing on General Plan and FEIR. Receive GPAC and PC recommendation on documents.
Zoning Code: Adoption	--	Sept. 21	Consider Zoning Code for adoption
Deliverable: Zoning Code Final Published Document	--	Sept. 28	Submission of Final Published Document

* Depending on the City Council's direction, public hearing and adoption can be split into two meetings or held on the same meeting.

** Land Use Map was taken to GPAC for a number of meetings. Resolution on the map by GPAC and staff was given on Oct. 4, 2010.

Revised 3/16/11