

# CITY-COUNTY PLANNING WORK PROGRAM

*Approved, 2010-11*

Work Item/Project	Type of Deliverable (assistance, maintenance, coordination, caseload, plan, publication)	1st Quarter		2nd Quarter			3rd Quarter			4th Quarter			Professional Staff Time (Person Years)	Status
		7	8	9	10	11	12	1	2	3	4	5		
<b>Ongoing/Recurring</b>														
<b>1. Annual Publications:</b>												0.8		
Legacy Annual Report	Report													
HRC/CAC/CCPB Annual Reports	Report													
Trends Report	Report													
Area Plan Status Report	Report													
<b>2. Area Plans:</b>												4.2		
South Suburban Area Plan	Plan ready for adoption													
Northeast Suburban Area Plan	Plan ready for adoption													
West Suburban Area Plan	Draft Plan complete													
Northwest Area Plan	Draft Plan complete													
Downtown Plan Update	In Process													
Rural Hall Area Plan	Draft Plan complete													
Area Plan Manual	Publication													
<b>3. Legacy:</b>												4.1		
Maintenance/Minor Updates	Memo													
Legacy Related Text Amendments (Non-residential setbacks in residential zones, Accessory dwellings, Lighting Standards)	Reports/Ordinances													
Central City Development Strategy	Assistance													
LEGACY UPDATE	Reports													
Existing Land Use Map Verifications	Plans, Reports													
Implementation & oversight	Coordination													
Public review/input	Coordination/Assistance													
Draft writing & review	Reports													
Planning Board & Elected Bodies	Coordination/Assistance													

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<b>Ongoing/Recurring</b>														
<b>4. Special Area/Project Planning:</b>												0.4		
Transit Oriented Developments	Map, Plan					Ongoing								
Downtown Retail Analysis	Assistance					Ongoing								
Central Library Analysis	Assistance					Ongoing								
Western Rural Area Study	Report													
School Site Studies	Assistance					Ongoing								
Industrial Sites Studies	Report					Ongoing								
RUCA	Plans					Ongoing								
<b>5. Planning Board Support:</b>												0.7		
Board Administration	Records, Communications					Ongoing								
Document Scanning	Records					Ongoing								
Minutes, Meeting Arrangements	Minutes					Ongoing								
Training/Orientation	Training Sessions													
UDO Maintenance	Updated UDO					Ongoing								
<b>6. Development Caseload Support:</b>												2.5		
Rezoning	Reports, Maps					Ongoing								
Planning Board Reviews	Plans					Ongoing								
Staff Changes	Plans					Ongoing								
Special Use Permits	Reports					Ongoing								
Subdivisions	Plans					Ongoing								
Street Closings	Reports					Ongoing								
UDO Amendments	Reports					Ongoing								
<b>7. Community Appearance Commission Activities:</b>												0.6		
Regular CAC Support	Assistance					Ongoing								
TAPR	Reports					Ongoing								
Recognitions	Letters/Marker					Ongoing								

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<b>Ongoing/Recurring</b>																
<b>8. Historic Resources Commission:</b>													1.5			
Landmark/Certificate of Appropriateness Caseload	Reports				Ongoing											
Section 106 Reviews	Reports				Ongoing											
Historic Preservation Month	Activities															
National Register Studies (Neighborhood Churches, Trades & Agricultural bldgs in context, Castle Heights, Yokley Farm, Camp Betty Hastings, etc.)*	Reports															
Historic Marker Program	Markers															
Historic Inventory Compilation & Dissemination	Reports															
Awards and Recognitions event	Heritage Awards															
Bethania Historic Overlay	Assistance/Ordinance				As Needed											
Old Salem/Bethabara Historic District Guidelines	Reports															
<b>9. Small Town Planning Support:</b>													0.1			
Clemmons Plan Update	Assistance				As Needed											
Walkertown	Reports/Maps/Plans				Ongoing											
<b>10. External Task Force:</b>													0.3			
Downtown Partnership/Downtown Planning Support	Assistance				Ongoing											
Public Art Assistance/Arts Council	Assistance				Ongoing											
Chamber Committees	Assistance				Ongoing											
Weed & Seed Task Force	Assistance				Ongoing											
Community Based Organizations	Assistance				Ongoing											
Neighborhood Alliance	Assistance				Ongoing											
<b>11. Regional Planning:</b>													0.1			
Aerotropolis	Assistance				Ongoing											
Regional Livability/Sustainability Efforts	Assistance				Ongoing											
PART Regional Rail	Assistance				Ongoing											
Heart of the Triad (adoption of plan )	Assistance															

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<b>Ongoing/Recurring</b>														
12. General Housing Issues:												0.1		
	HOPE VI Liaison	Assistance				Ongoing								
	Cleveland Street/HAWS	Assistance				Ongoing								
13. Environmental Review Activities:												0.5		
	Preparation of Reviews for City & County	Reports				Ongoing								
14. Assistance with Phase II Stormwater Reg.:												0.1		
	Floodplain Regulations in UDO	Report/Text Amendment				As Needed								
15. Transportation Planning Assistance:												0.6		
	TAC/TCC	Assistance				Ongoing								
	Streetcar Study Assistance	Assistance				Ongoing								
	Socio Economic Data Allocations	Assistance				Ongoing								
	Comprehensive Transportation Plan/Studies	Research, Assistance				Ongoing								
16. Watershed Protection:												0.1		
	Implementation and Assistance	Assistance				Ongoing								
17. Greenway Planning :												0.4		
	Greenway Plan Update	Report				Ongoing								
	Implementation and Assistance	Assistance				Ongoing								
18. Recreation and Parks:												0.1		
	Implementation and Assistance	Assistance				Ongoing								
19. Education and Outreach:												0.7		
	Today's Tomorrow, Advertisements on TV13	Video Production				Ongoing								
	Legacy Toolkit Slide Shows and Handouts	Presentation, Handouts				Ongoing								
	Kids in Planning Program (KIPP)	Presentation, Assistance				Ongoing								
	Presentations to Community Groups	Presentations				Ongoing								
	Community Outreach	Assistance				Ongoing								
	Web Based Outreach	Information				Ongoing								
	Bi-monthly Newsletter	Newsletters				Ongoing								

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<b>Ongoing/Recurring</b>														
20. Internal Task Force:													0.6	
Text Amendment Team	Coordination						Ongoing							
Employee Committees	Assistance						Ongoing							
HANSEN/MAD, etc. Group	Assistance						Ongoing							
Interdepartmental Permitting and Review	Assistance						Ongoing							
21. Technical/Information Collection and Support:													1.9	
GIS Mapping, Maintenance and Expansion	Maps, Data						Ongoing							
GIS Steering Committee/Technical Advisory Group	Assistance						Ongoing							
Trends Report	Report													
Change of Use Task Force	Assistance						Ongoing							
Graphics	Maps, Reports, Website						Ongoing							
Web Site Maintenance	Maps, Reports, Website						Ongoing							
Census Data Analysis	Coordination, Assistance						Ongoing							
Information & Assistance to Customer Groups	Assistance						Ongoing							
22. Addressing and Street Naming/Renaming:													2.5	
Addressing Committee Support	Records, Communications						Ongoing							
Street Naming	Records						Ongoing							
Street Renaming	Reports, Assistance						Ongoing							
Policies & Procedures	Updated Code						Ongoing							
Address Assignment	Coordination						Ongoing							
23. Officewide:													1.9	
Staff Meetings/Standard Administrative/Operating Procedures	Coordination						Ongoing							
Inventory, Data Base Creation	Information						Ongoing							
Library	Information						Ongoing							
Administrative Improvements	Coordination						Ongoing							

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