Version 4-30-18

Knightville Fore and Aft Timeline

Week

	Primary Responsible Party	2-Apr-18	9-Apr-18	16-Apr-18	23-Apr-18	30-Apr-18	7-May-18	14-May-18	21-May-18	28-May-18	4-Jun-18	11-Jun-18	18-Jun-18	25-Jun-18	2-Jul-18	9-Jul-18	16-Jul-18	23-Jul-18	30-Jul-18	6-Aug-18	13-Aug-18	20-Aug-18	27-Aug-18	3-Sep-18	10-Sep-18	17-Sep-18	24-Sep-18	1-Oct-18	8-Oct-18	15-Oct-18	22-Oct-18	29-Oct-18	5-Nov-18	12-Nov-18	19-Nov-18	26-Nov-18	3-Dec-18	10-Dec-18	17-Dec-18	24-Dec-18	31-Dec-18	7-Jan-19	14-Jan-19	21-Jan-19	28-Jan-19	4-Feb-19	11-Feb-19	18-Feb-19	25-Feb-19	4-Mar-19	11-Mar-19	18-Mar-19	25-Mar-19	1-Apr-19	8-Apr-19	15-Apr-19	22-Apr-19	29-Apr-19	6-May-19	13-May-19	20-May-19	27-May-19	3-Jun-19	10-Jun-19	17-Jun-19	24-Jun-19
Policy-Making Process																																																																					
Develop planning process	Plan. Dir.							1																																																											
Survey development	Plan. Dir.													2																																																				
Survey deployment	City Clerk																			3																																														
Business attraction/retention/enhancement	Plan. Dir., Econ. Dev. Dir.																														4																																				
Historic preservation	Arts & Historic Preservation Committee																									5																																									
Architectural design standards	Comm. Planner, AHPC																																					6																													
Zoning regulations	Plan. Dir., Comm. Planner																																											7																						
Infrastructure (sidewwalks, internet, transit, etc.)	Plan. Dir., Public Works Dir.																																															8																	
Parking	Plan. Dir., Sebago Technics																																																			9													
Citizen Participation Process																																																																		
CPIC Meetings	CPIC						★	★					★			★					★					★				★								★					★				★				★													
"Heads up" mailed planning process announcement	Plan. Dir.																																																																	
Web postings	Plan. Dir.																																																																	
Facebook postings	City Clerk																																																																	
Public forums	CPIC, Plan. Dir.													★													★																																							
City Council progress workshops	CPIC, Plan. Dir.																																		★														★																	
Approval Process																																																																		
Prepare final report	Plan. Dir., Comm. Planner																																																							10										
City Council workshop	CPIC, Comm. Planner																																																										★						
City Council First Reading	CPIC, Comm. Planner																																																											★					
Planning Board public hearing	CPIC, Comm. Planner																																																													★			
City Council Second Reading	CPIC, Comm. Planner																																																															★		

DRAFT

Products

1. **Memo summarizing problems and opportunities with a planning process encompassing policy-making and citizen participation processes.**
2. **SurveyMonkey survey placed on the City website.**
3. **Report generated from results of the on-line survey.**
4. **Memo summarizing goals, objectives, and implementation strategies for attracting, retaining, and enhancing businesses that support the virtuous residents/businesses cycle.**
5. **Report from the Arts & Historic Preservation Committee on recommendations for whatever degree of historic preservation is desired by the property owners and the City as a whole.**
6. **Memo describing existing architectural design standards in Knightville and any proposed additions or modifications.**
7. **Memo summarizing proposed zoning amendments.**
8. **Memo summarizing proposed infrastructure improvements.**
9. **Memo summarizing parking recommendations.**
10. **Final report.**