

Approved by Commission January 24th, 2011
 Chittenden County Regional Planning Commission
 Task 4 of HUD Regional Plan for Sustainable Development Project
Schedule for the Preparation of the 2013 Chittenden County Regional Plan

Timing	ACTION
Project Planning for the 2013 Regional Plan	
August 2009	CCRPC establishes new ad hoc 2013 Regional Plan Update Committee ("RPUC").
Sept 2009	RPUC prepares & recommends a "2013 Regional Plan Project Description & Schedule."
Sept 28, 2009	Full Commission reviews & endorses RPUC-recommended "Project Description & Schedule."
Sept 2009–Oct 2009	Staff distributes the endorsed "2013 Regional Plan Project Description & Schedule" to the public.*
Identify Scope of the 2013 Regional Plan	
Sept 2009	RPUC prepares & recommends 1) materials requesting public input on needed changes** to the 2006 Regional Plan, 2) a list of municipal officials & regional organization representatives to be sent the request, & 3) a program for engaging members of the general public to participate in the Plan preparation process.
Sept 28, 2009	Full Commission reviews & endorses RPUC-recommended materials 1), 2), & 3) from preceding task.
Sept 2009 – Nov 2009	Staff & Commissioners solicit public input on needed changes to the 2006 Regional Plan.***
Oct 2009– Jan 2010	RPUC reviews public input on needed changes to the 2006 Plan.
Jan 2010	RPUC recommends a "Scope of the 2013 Regional Plan" (i.e., retained & new Plan features).
Jan 25, 2010	Full Commission reviews & endorses a "Scope of the 2013 Regional Plan."
Jan 2010–Feb 2010	Staff distributes the endorsed "Scope of the 2013 Regional Plan" to the public.
Prepare Initial Draft of the 2013 Regional Plan	
Jan 2010 – Jan 2012	RPUC prepares Initial Draft 2013 Regional Plan based on the endorsed "Scope of the 2013 Regional Plan" & HUD Regional Plan for Sustainable Development Grant Scope.
Oct. 2011-April 2012	Full Commission reviews components of the Initial Draft 2013 Regional Plan. By the April Commission meeting, RPUC will provide all components of the Initial Draft to the Full Commission.
April 24, 2012	Full Commission endorses the Initial Draft 2013 Regional Plan for public release, review, & comment.
May 2012	Staff distributes the Initial Draft 2013 Regional Plan to the public for review & comment.
Prepare Public Hearing Draft of the 2013 Regional Plan	
May 2012-July 2012	Staff & Commissioners solicit public input on the Initial Draft 2013 Regional Plan.
May 2012-Sept 2012	RPUC reviews public input on the Initial Draft & prepares the Public Hearing Draft 2013 Regional Plan.
July 2012-Sept 2012	Full Commission reviews components of the Public Hearing Draft 2013 Regional Plan. By the September Commission meeting, RPUC will provide all components of the Public Hearing Draft to the Full Commission.
2013 Regional Plan Adoption	
Oct 29th, 2012	CCRPC endorses (1) Public Hearing Draft 2013 Regional Plan for public release, review, & comment & (2) warning of 1 st of at least 2 required public hearings.
Oct. 30, 2012	30-day warning for 1 st of at least 2 required public hearings.
Nov. 28, 2012	1 st of at least 2 required public hearings.
Jan. 28, 2013	CCRPC endorses (1) final wording of 2013 Regional Plan for public release, review, & comment. (ANY changes to the proposed plan must be made at least 30 days before the "final" public hearing) & (2) warning of 2 nd public hearing.
Jan. 29, 2013	30-day warning for 2 nd of at least 2 required public hearings.
March 1, 2013	2 nd of at least 2 required public hearings.
March, 25 2013	CCRPC adopts 2013 Regional Plan (Plan must be adopted by affirmative vote of at least 60% of the Commissioners representing municipalities).
April 24, 2013	CCRPC's adoption of the 2013 Regional Plan takes effect 35 days after the date of adoption, unless CCRPC receives certification from the legislative bodies of a majority of CCRPC's member municipalities vetoing the Plan.

* "Public" includes CCRPC's member municipalities, regional organizations, adjoining RPCs, and the general public.

** Examples of changes include the issues addressed, analyses performed, & policies recommended & the Plan's basic features.

***Examples of activities to solicit input include Executive Director & RPUC Chairman attending municipal Governing Body & other meetings & CCRPC hosting Planners' Lunches on particular topics.