

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	6		
Ongoing/Recurring															
1. Annual Publications:														1.1	
	Legacy Annual Report	Report													
	HRC/CAC/CCPB Annual Reports	Report													
	Trends Report	Report													
	Area Plan Status Report	Report													
2. Area Plans:														3.7	
	Southwest Winston-Salem	Plan													Completion 09-10
	New Eastern Suburban Area Plan	Plan													Completion 09-10
	SW Suburban Adoption/Publication	Publication													
	Area Plan Manual	Publication						Ongoing							
3. Special Area Planning:														0.4	
	Interchange Study	Report													
	Transit-Oriented Developments	Map/Plan													
4. Legacy:														0.7	
	Maintenance/Minor Updates	Memo													
	Legacy Related Text Amendments (RUCA, Commercial infill, Lighting, Downtown form-based code)	Report/Ordinance													
	Develop Schedule/Process for Major Update	Report													
5. Special Project Planning:														0.4	
	Certification & Redevelopment Plans	Plan													
	RUCA	Plans													
6. Planning Board Support:														0.7	
	Board Administration	Records, Communications						Ongoing							
	Minutes, Meeting Arrangements	Minutes						Ongoing							
	Training/Orientation	Training Sessions													
	UDO Maintenance	Updated UDO						Ongoing							

7. Development Caseload Support:									4.9	
	Rezoning	Reports, Maps				Ongoing				
	Planning Board Reviews	Plans				Ongoing				
	Sup's	Reports				Ongoing				
	Subdivisions	Plans				Ongoing				
	Street Closings	Reports				Ongoing				
	UDO Amendments	Reports				Ongoing				
8. Community Appearance Commission Activities:									0.7	
	Regular CAC Support	Assistance				Ongoing				
	TAPR	Reports				Ongoing				
	Recognitions	Letters				Ongoing				
9. Historic Resources Commission:									2	
	Landmark/Certificate of Appropriateness Caseload	Reports				Ongoing				
	Section 106 Reviews	Reports				Ongoing				
	Historic Preservation Month	Activities								
	National Register Studies	Reports								Various
	Historic Marker Program	Markers								
	Historic Inventory Phase II & III	Reports								
	Awards and Recognitions	Letters				Ongoing				
	Historic District Guidelines	Reports								
10. Small Town Planning Support:									0.1	
	Walkertown	Reports				Ongoing				
11. External Task Force:									0.3	
	Downtown Partnership/Downtown Planning Support	Assistance				Ongoing				
	Public Art Assistance/Arts Council	Assistance				Ongoing				
	Chamber Committees	Assistance				Ongoing				
	Weed & Seed (RUCA) Task Force	Assistance				Ongoing				
	NBN	Assistance				Ongoing				
	Neighborhood Alliance	Assistance				Ongoing				
12. Regional Planning:									0.1	
	PART Regional Rail	Assistance				Ongoing				

