

Municipality of Strathroy-Caradoc
Official Plan Update Project



REVISED Project Schedule and Work Plan (December 2021)

TASKS	2020				2021												2022												2023		
	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	
Component 1: Fire Station Location Study																															
Component 2: Five Year Official Plan Review																															
Phase 0: Project Management & Consultation																															
0.1 Bi-weekly Project Status Communications																															
Phase 1: Scoped Review of Strathroy Settlement Boundary																															
Phase 2: Official Plan Review Technical Components																															
2.1 Background Review																															
2.2 Policy Consistency Matrix & Policy Directions Report																															
2.2.5 Final Policy Consistency Matrix Report																															
2.2.6 Final Policy Directions Report																															
2.2.7 Council Endorsement of Transportation Master Plan and Recreational Trails Master Plan																															
2.3 Employment Lands Study Report																															
2.3.1 Draft & Final Employment Lands Study Report																															
2.4 Regional Commercial Systems Study																															
2.4.1 Draft & Final Regional Commercial Systems Study Report																															
2.5 Attainable Housing Study																															
2.6 Recreational Trails Master Plan																															
2.6.10 Prepare Draft Rec Trail Master Plan Chapter(s) to be Integrated with 5-Year OP Review																															
2.6.11 Finalize Rec Trail Master Plan Chapter(s) for Integration with 5-Year OP Review																															
2.7 Parks and Recreation Master Plan																															
2.7.9 Finalize Parks and Recreation Master Plan Update																															
2.7.10 Joint Presentation to Council with OPR (Virtual)																															
2.8 Servicing Capacity and Constraint Study																															
2.8.6 Development of Recommendations and Implementation Strategy																															
2.9 Transportation Master Plan																															
- Comment-Response Matrix for Municipality & County Review																															
2.9.7 Prepare Transportation Master Plan Report																															
2.10 Housekeeping Amendment Review																															
2.10.3 Prepare Red-Lined Official Plan & Summary Memo																															
2.10.5 Site-Specific Alternatives Assessment																															
2.11 NEW - Housekeeping Official Plan Amendment																															
2.11.1 Draft Official Plan Amendment and Schedules																															
2.11.2 Prepare and Host Technical Advisory Committee Meeting (1) (Virtual)																															
2.11.3 Prepare and Host Stakeholder Advisory Committee Meeting (1) (Virtual)																															
2.11.4 Consultation Meetings with Middlesex County (2) (Virtual)																															
2.11.5 Statutory Public Open House (Virtual)																															
2.11.6 Statutory Public Meeting (Virtual)																															
2.11.7 Finalize Official Plan Amendment & Schedules																															
2.11.8 Council Adoption (Virtual)																															
Component 3: Municipal Comprehensive Review																															
Phase 0: Project Management & Consultation																															
0.0 Project Initiation Meeting (Virtual)																															
0-4 Bi-weekly Project Status Communications																															
0.1 Biweekly Project Team Meetings																															
0-2 Quarterly Reports to Council																															
0-3 Meeting with Municipal Communications Staff (Virtual)																															
0.2 Ongoing Website and Social Media Content																															
0-5 Prepare & Host Municipal Steering Committee Meetings (6) (Virtual)																															
0.3 Prepare & Host Technical Advisory Committee Meetings (2) (Virtual)																															
0.4 Prepare & Host Stakeholder Advisory Committee Meetings (1) (Virtual)																															
Phase 1: Evaluation Matrix - Stage 1																															
1.1 Draft Stage 1 Evaluation Matrix																															
1.2 Landowner Consultation (Virtual)																															
1.3 Consultation with Middlesex County (Teleconference)																															
1.4 Revise Stage 1 Evaluation Matrix																															
Phase 2: Evaluation Matrix - Stage 2																															
2.1 Infrastructure and Servicing Review																															
2.2 Presentation to Municipal Council																															
2.3 Finalize Evaluation Matrix																															
Phase 3: Planning Justification Report & Official Plan Amendment																															
3.1 Draft Planning Justification Report																															
3.2 Meeting with Middlesex County (Teleconference)																															
3.3 Finalize Planning Justification Report																															
3.4 Draft Official Plan Amendment & Schedules																															
3.5 Complete Policy Conformity Matrix																															
3.6 Statutory Public Open House (Virtual)																															
3.7 Statutory Public Meeting (Virtual)																															
3.8 Finalize Official Plan Amendment & Schedules																															
3.9 Council Adoption (Virtual)																															

C Council Meeting

E Engagement Event

D Deliverable

M Project Steering Committee Meeting

Task Duration

P Project Team Meeting

T Technical Advisory Committee Meeting

S Stakeholder Advisory Committee Meeting

Lame Duck Period