

APPENDIX A

TIMELINES FOR ACCOMMODATION REVIEW PROCESS

Flow Chart Accommodation Review Process

WEEKS/ ACTIONS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Initial Staff Report	X																						
Motion re Intent to Proceed			X																				
Written Notice to Municipal/Community			X																				
Formation of ARC Committee						X																	
Orientation ARC Committee						X																	
ARC Committee Meeting						X																	
Meeting Municipal/Community							X																
Public Meeting								X															
ARC Committee Meeting								X															
Second Public Meeting																	X						
ARC Committee Recommendations																	X						
Final Staff Report																			X				
Public Delegations																					X		
Final Decision																							X

Timeline Description

Initial Staff Report – Trustees must have a minimum of 7 days to receive and review the report before any Motion. Receiving report on week 1 allows Notice of Motion.

Motion to Proceed with Review – starts process.

Written Notice to Municipalities/Community partners – within 5 business days

ARC Orientation and First meeting – three weeks after Notice allows time for designation of ARC Committee members

Municipal/Community partner meeting one week before first public meeting

First Public Meeting - 30 BUSINESS days after motion (6 weeks)

Second Public Meeting - 40 BUSINESS days after first (8weeks)

Finals Staff report - 10 BUSINESS days after second public meeting (2 weeks)

Public Delegations – 10 BUSINESS days after final report

Final decision – 10 BUSINESS days after Public Delegations