City of Dunkirk
Brownfield Opportunity Area - Step 2 Nomination Plan
Project Milestone Schedule
3-Nov-16

	Month 1 May-16	Month 2 Jun-16	Month 3 Jul-16	Month 4 Aug-16	Month 5 Sep-16	Month 6 Oct-16	Month 7 Nov-16	Month 8 Dec-16	Month 9 Jan-17	Month 10 Feb-17	Month 11 Mar-17	Month 12 Apr-17	Month 13 May-17	Month 14 Jun-17	Month 15 Jul-17	Month 16 Aug-17	Month 17 Sep-17	Month 18 Oct-17
PROJECT STARTUP																		
Scoping Session with consultant		~~June 10~~																
Project Outline		~~HKI~~	~~HKI~~															
COMMUNITY PARTICIPATION																		
Public Participation Strategy			HP															
Techniques to Enlist Partners																		
Operating Committee Montly Calls			~~OC Call 1~~	~~OC Call 2~~	~~OC Call 3~~		OC Call 4	OC Call 5	OC Call 6		OC Call 7	OC Call 8	OC Call 9		OC Call 10	OC Call 11		OC Call 12
Quarterly Meetings				~~OC Meeting~~		~~OC Meeting~~				OC Meeting				OC Meeting			OC Meeting	
Steering Committee Quarterly Meetings						~~SC Meeting~~				SC Meeting				SC Meeting			SC Meeting	
Economic Development Workshops/Public Sessions						Afternoon Workshop/ Evening Public Info Meeting	Afternoon Team Workshop/Evening Public Meeting			Tentative - Economic Development/Funding Workshop								
DRAFT NOMINATION																		
Description of the Project Boundary			~~City / GPI~~	~~City / GPI~~														
Community Participation & Techniques to Enlist Partners			~~HP~~	~~HP~~														Public Hearing
Analysis of the Proposed Brownfield Opportunity Area			B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD											
Review background planning reports, review infrastructure, zoning, transportation, environmental			B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD											
Market Study			HP + VN	HP + VN	HP + VN	HP + VN	HP + VN											
Site Identification - filling out PREPARED worksheets			B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD											
City to provide 25 sites			~~City~~	~~City~~														
Site prioritization down to 17 sites			VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L											
Review of Strategic Brownfield Sites			VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L											
Infrastucutre analysis, market demand, highest and best use study, incentives, gaps, funding subsidies, regulatory status and strategy, strategy for disposition			VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L									
Assessment of Other Sites			VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L									
Infrastucutre analysis, market demand, highest and best use study, incentives, gaps, funding subsidies, regulatory status and strategy, strategy for disposition			VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L	VN/GPI/B&L									
Project Website (hosted on City Planning Dept Website)	Ongoing - City to Host					Ongoing - City to Host				Ongoing - City to Host				Ongoing - City to Host				
Request for Proposals Process & Marketing Package																		
Redevelopment Strategy / RFP							VN	VN	VN	VN	VN							
Completion and Distribution of the Draft Nomination																		
Draft Nomination and Executive Summary									B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD				
Draft Nomination and Executive Summary (after comments received)									B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD				
Print and Distribute Interagency Briefing Package									B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD	B&L/GPI/SPD				
Interagency Roundtable														B&L/GPI/SPD				
Final Nomination and Advancing to the BOA Program Step 3																		
Preparation of Final Nomination															B&L	B&L	B&L	B&L
Application for Project Advancement																		B&L
NYS Environmental Quality Review (SEQRA)																		
Environmental Assessment Form			B&L															
Lead Agency			B&L															
Determine Significance			B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L
Scoping Session																	B&L	
Project Reporting																		
Project Summary			B&L															
Semi-annual reports			B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L	B&L
Progress Report on Actions Taken to Advance Redevelopment																	B&L	B&L