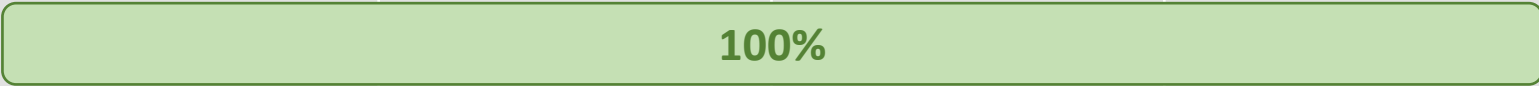







# Timeline

	December	January	February	March	April	May	June	July	August	September	
<b>Phase 1:</b> Project Kick-Off											
Complete: ✓ Internal Kick-off Meeting ✓ Stakeholder Interviews ✓ Data Collection											
<b>Phase 2:</b> Establish Frameworks											
Complete: ✓ Public Workshop #1 ✓ Existing Conditions Report											
<b>Phase 3:</b> Scenario Development											
	Ongoing: • Create Plan Alternatives & Model Scenarios						To-do: <input type="checkbox"/> Public Workshop #2				
<b>Phase 4:</b> Plan Development											
								To-do: <input type="checkbox"/> Draft Proposed Plan and Implementation Strategy <input type="checkbox"/> Staff & Steering Committee review			
<b>Phase 5:</b> Finalize Plan											
									To-do: <input type="checkbox"/> Public Workshop #3 <input type="checkbox"/> Presentation to joint Planning Comm. <input type="checkbox"/> Presentation to Board & Council		

# Phase 1: Project Kick-off

## ✓ Task 1.1: Internal Kick-Off Meeting

The consultant team will meet with County staff to develop a project timeline outlining the steps of the process. The details of the scope of work, plan elements, and engagement process will be refined at this meeting.

## ✓ Task 1.2: Stakeholder Interviews

The consultant team will support the Steering Committee and Staff in identifying potential Stakeholders to ensure that all points-of-view and areas of expertise necessary to inform the project are represented in the interviews. Members of the consultant team will interview Stakeholders to understand what goals, ideas, or concerns they have for the project area. This will provide crucial qualitative information that will help to contextualize the quantitative data collected in the following task.

## ✓ Task 1.3: Data Collection and Review of Existing Documents

The consultant team will collect existing conditions information from a variety of sources, including current Town and County baseline information, previous planning studies and documents, publicly available and third-party datasets, and physical observation. This information will be used to establish a baseline of information on existing conditions of the area, including the physical conditions above and below grade, social, demographic, and economic conditions, and documentation of the range of pressures driving new development, as well as the impact that development in this area is expected to have on the local and regional environment and transportation system.

# Phase 2: Establish Frameworks

## ✓ Task 2.1: Analysis and Evaluation

The consultant team will analyze documents collected in Task 1.3 Data Collection and Review, and will evaluate what impact this information will have on the development of the plan and supporting regulations. Existing conditions for topics including traffic and natural resources will be analyzed to identify “hot spots” that need attention. These "hot spots" will help to inform special areas of focus at the Public Orientation, where efforts will be made to establish a shared understanding of the constraints and possibilities posed by these issues. This Analysis and Evaluation exercise will help to provide a framework for the sorts of development types to consider for the development of Northern South Park. The report could be formatted as a slide deck to facilitate clearer presentation to Stakeholders and community members.

## ✓ Task 2.2: Public Orientation and Visioning Workshop

Opticos will lead an interactive public meeting (in person or digital, to be determined) to introduce the project to the community, set the process framework for the course of the planning process, communicate the necessary feedback loops for public input, and establish expectations and goals for the Plan. The meeting will establish an “educational baseline” for the Steering Committee and the public so there is a common understanding of the goals and the process, as well as best practices and constraints to feasibility. This meeting will explain the project and establish a shared community understanding of the purpose, process, roles, and opportunities for community involvement.

# Phase 3: Scenario Development

## ☐ Task 3.1: Create Alternatives

The consultant team will develop three alternative development scenarios through careful collaboration with the Steering Committee and Staff. In addition, the consultant will analyze a No Action alternative based upon existing zoning. Each scenario will include an explanation of how the alternative is able to meet the vision for the area, establish the urban design framework, and identify potential land use patterns with varying density, layout and affordability options.

## ☐ Task 3.2: Model 3 Scenarios to Measure Scenario Performance

Cascadia Partners will utilize Envision Tomorrow to model the fiscal, environmental, transportation, affordability, job creation and infrastructure impacts of each of the three scenario alternatives. Assessor's data and environmental constraints identified in Sub-Task 2.1 Analysis and Evaluation will be used to establish a baseline, then Cascadia will work with Opticos, the Steering Committee and staff to calibrate model "building blocks" to identify ideal product types, price points, and mix of residential and commercial development within each scenario.

## ☐ Task 3.3: Alternatives Presentation and Check-in with Community

The consultant will lead two public presentations (in person or digital, to be determined) of the alternatives developed. The presentation will cover all elements of the alternatives described above including planning, transportation, economic, and environmental proposals, as well as other development standards. Three-dimensional (3D) renderings will be used in addition to plan drawings and statistical documents to enable all participants to visualize and provide comment on the alternatives. This event will provide an opportunity for the consultant team to "check in" with the public and make sure that the scenario alternatives successfully capture the goals, visions, and ideas shared during the Public Orientation and Visioning Workshop. The public will be engaged to provide input on the alternatives to inform which alternative, or combination of alternatives should be advanced to complete the Plan.

# Phase 4: Plan Development

## ☐ Task 4.1: Draft Plan

The consultant team will utilize feedback from the Community Check-In to identify and refine a preferred scenario. In addition, the plan will include Policy recommendations for land use and zoning revisions or other amendments and resources necessary to implement the plan.

## ☐ Task 4.2: Development Strategy

Cascadia Partners will conduct an analysis of the preferred alternative (plan) and develop implementation strategies utilizing information from the Analysis and Evaluation and Scenario Modeling tasks. This information, along with recommendations from other members of the consultant team, will be incorporated into the implementation section of the Draft Preferred Plan.

## ☐ Task 4.3: Development Strategy

The consultant will meet with the Steering Committee and staff to review the plan. The consultant will incorporate comments and edits consistent with the overall goal and complete draft Adoption Plan for release to the public for review.

# Phase 5: Finalize Plan

## ☐ Task 5.1: Public Unveiling and Final Check-in with Community

Opticos will unveil the Adoption Draft Plan to the public, and will provide an opportunity for public input. This Adoption Draft Plan will be presented by the consultant (in person or digitally, to be determined) and posted online.

## ☐ Task 5.2: Present to Joint Planning Commissions

## ☐ Task 5.3: Present to County Board and Town Council