

Scope of Work

Comprehensive Plan Update

2015-2016

Year 2015

Budget: \$50,000

Consultant Services: \$45,000

Miscellaneous (e.g. public notices, materials, data acquisition): \$5,000

- Develop and begin implementation of a public participation plan – Effective continued citizen participation must be sustained throughout the process of updating the Comprehensive Plan
 - Initial open house to establish baseline concerns, goals and aspirations of Longview citizens
 - With staff assistance, develop a website and update it monthly
- Conduct land use inventory – estimate the amount of land fully developed, under developed and not developed with an emphasis on the three primary land uses: commercial, industrial, and residential. To keep costs down, use mapping/aerial photography services (e.g. Google Earth) and existing databases (e.g. Assessor's Office).
- Project land use needs for up to 20 years with an emphasis on commercial, industrial and residential lands. A lesser effort should be made to estimate the amount of land needed for public and quasi-public land uses. Reconcile the land use inventory with the projected land use needs.
- Update background information in the Comprehensive Plan elements – Using the existing Comprehensive Plan Elements as templates. Search for and incorporate new information (data) that will help the public and decision makers in the development of the plan.

Year 2016

Budget: \$75,000

Consultant Services: \$70,000

Miscellaneous (e.g. public notices, materials, publication): \$5,000

- Implementation of the public outreach plan should begin in earnest at the beginning of 2016.
- Review and update goals, objectives and policies – Work with City staff to develop recommended changes to goals, objectives and policies. Eliminate objectives that have been achieved, draft new objectives based upon public comments and updated background information. Goals, objectives and policies regarding stormwater management need to be added.
- Review and update Future Land Use Map (FLUM) using information gathered and public comments. Emphasis areas include:
 - 1st/3rd Avenue corridor
 - Highlands neighborhood/Oregon Way
 - Barlow Point area
 - 36th Avenue south of Ocean Beach Highway

Evaluate FLUM and zoning map to ensure that they are consistent with each other. Develop recommendations on Planning Area Boundary modifications.

- Compile draft for public hearing(s) process
- Public hearing process
 - Prepare materials and assist City staff in presenting the draft plan to the Planning Commission at their public hearing(s)
 - Prepare materials and assist City staff in presenting the Planning Commission recommendation to the City Council. The Council, at their discretion, may hold a public hearing(s).
- Complete final Comprehensive Plan document
 - Complete final edits, prepare Comprehensive Plan for publishing, the completed Comprehensive Plan shall be submitted to the City on a compact disc or other City-approved electronic means. The consultants are not responsible for publishing costs.