

**Attachment 2: Scope of Work**

| Zoning Ordinance Update Category   | Potential Large Research Item   | Research Item Consultant Cost/<br>Staff work hours*   | Comp Plan Priority/Timeframe  | Ordinance Text<br>Drafting Consultant<br>Cost / Staff work<br>hours*               | Total<br>Consultant<br>Cost / Staff<br>Work Hours* |
|--|---|---|---|--|--|
| Miscellaneous Items  | Sustainability Audit  | Approx. \$10,000 / 200 hours  | High/0-5 (LU 1.7.1)   | (Staff work hours incorporated in time estimates below)                            | Approx. \$10,000 / 400 hours                       |
|  | Green Building Standards Investigation  | na / 200 hours  | High/0-5 (ENV 1.4.3, H 1.1.1)   |  |  |
| Wireless Communications Ordinance and Performance Standards Policy   | Determine options for the ordinance to be adjusted to accommodate new technologies  | Approx. \$10,000 / 600 hours  | High/0-5 (CC 1.7.1)   | na / 1200 hours  | Approx. \$10,000 / 1800 hours                      |
| Residential Districts (R-1, R-2, R-4, R-5, R-6), Cluster Overlay, and Manufactured Home Parks  | Affordable Dwelling Unit Ordinance or Affordable Housing Overlay District Investigation   | na / 450 hours  | High/0-5 (H 1.3.7)  | na / 1200 hours  | na / 2,700 hours                                   |
|  | Cluster Overlay Update  | na / 600 hours  | n/a specific (Better Site Design)                                     |  |  |
|  | Infill Residential Provisions Investigation   | na / 450 hours  | High/0-5 (H 1.1.6)  |  |  |
| Rural Lands Districts (R-8, A-1)   | Staff/BOS meetings to discuss the 2007 draft ordinance (with preparation of an update memo as well as consultant assistance)  | Approx. \$6,000 / 100 hours   | High/0-5 (LU 1.6.2)   | To take the narrative ordinance to final ordinance = approx. \$14,000 / 1200 hours | Approx. \$60,000 / 1900 hours                      |
|  | Transfer of Development Rights Investigation  | Approx. \$40,000 / 600 hours  | Moderate/0-5 (LU 1.6.1.2(d))  |  |  |
| Multiple Use Districts (Mixed use, R-4, PUD)   | Investigate Form Based Code for Toano   | na / 600 hours  | Moderate/0-5 (LU 1.4.5.3)   | na / 1200 hours  | na / 2520 hours                                    |
|  | For Economic Opportunity, investigate possible amended mixed use district or creation of a new district. Also, investigate Urban Development Area (UDA) requirements. | na / 720 hours  | n/a specific  |  |  |
| Commercial Districts (LB, B-1, M-1, M-2)   | BCTF items  | na / 450 hours  | High/0-5(ECON 1.1.6), High/On-going (ECON 1.1.5)                      | na/ 1000 hours   | na / 1450 hours                                    |
| Development Standards (Landscaping, Parking, Lighting, Signs, Streets, Sidewalks and Paths, Utilities, Outdoor Operations and Storage, and Timbering) & Overlay Districts (Cluster, Floodplain, Airport)   | Sidewalk/Trail Inventory, Master Planning, and Text Update  | na / 450 hours  | Moderate/0-5 (P&R 1.5.5), overall Sidewalk MP update not in Comp Plan | na/ 1200 hours   | na / 1650 hours                                    |
| Procedural Descriptions, Submittal Requirements, and Administrative Items (including definitions, fees, SUP and Rezoning submittal requirements and procedure, site plan requirements and procedure, enforcement, nonconformities, and BZA)  | Submittal Requirement Guidelines - for Traffic Studies (LOS criteria not included in the scope of work)   | na / 320 hours  | Moderate/0-5 (LU 1.5.2.1)   | na / 1200 hours  | Approx. \$55,000 / 2890 hours                      |
|  | Submittal Requirement Guidelines - for Environmental  | na / 320 hours  | Moderate/0-5 (LU 1.5.2.1)   |  |  |
|  | Submittal Requirement Guidelines - Fiscal Impact Statement  | Development of impact statement data guidelines - approx. \$5,000 / 450 hours                                     | Moderate/0-5 (LU 1.5.2.1)   |  |  |
|  | Cumulative Impact Modeling - Database Set-up Investigation (to allow tracking of approved units in relation to public facilities, traffic, etc.)                      | Approx. \$50,000 / 600 hours (An additional development potential analysis step would be approximately \$31,000.) | High/0-5 (LU 1.5.1.1)   |  |  |
| Subdivision Ordinance  | Alternative Onsite Sewage Systems Investigation   | na / 200 hours  | n/a specific (very recent state code issue)                           | na / 1000 hours  | na / 1200 hours                                    |
| * Staff work hours is an estimate only. The estimate includes Planning/Zoning staff, front desk staff support and supervisory review. The estimate does not include time spent by other divisions or agencies, such as the County Attorney's office, Environmental Division, etc.. These estimates may not be reflective of the total number of hours if an item proves to be controversial, has heavy public interest, or has a higher amount of time spent on it by the Planning Commission or Board. The staff work hours for the Zoning Ordinance review represent the following percentages of total staff hours: 34% for Option A, 36% for Option B, and 30% for Option C. |   |   |   |  | Approx. \$135,000 / 16,510 hours                   |