

Exhibit A Scope of Work

Services shall include preparing the zoning ordinance and related environmental review, preparing General Plan Amendments and related environmental review, and conducting public outreach, as more particularly set forth below. The following services to be provided by CONSULTANT include:

Task 1. Data Collection, Analysis, and Public Outreach Plan

- 1-A List of Data Needs.** CONSULTANT shall prepare a list of data needs for City staff, including maps, aerial photography, MSWord files of the Zoning Ordinance, General Plan amendments and related Plans, City Municipal Code, uncodified documents and amendments, and GIS data, etc. STAFF will provide requested documents/data needs to consultant.

- 1-B Zoning Ordinance - General Plan Amendments Policy Review and Work Session.** CONSULTANT shall prepare a summary matrix of Zoning Ordinance and General Plan amendments, policies, and related regulations, and identify those that should be implemented in the new Ordinance. As part of the Task 1-F Kickoff Meeting, CONSULTANT shall participate in a half-day work session with City staff discussing Zoning Ordinance and General Plan amendments, implementation, districting, and other zoning issues. This work session must include review of the process for involving community stakeholders and review of Planning Commission discussion topics for the “modules” of preliminary regulations (refer to Task 3 for the work scope for the modules).

- 1-C Technical Review.** CONSULTANT shall prepare a technical review of the City’s existing zoning and related uncodified regulations, focusing on standards, procedures, and provisions that Staff has identified as problematic. The review will identify conflicts with the Zoning Ordinance and General Plan amendments, as well as applicable requirements of State and Federal statutory and case law.

- 1-D Zoning Map Review.** CONSULTANT shall review the existing Zoning Map, General Plan amendments maps, Specific Plan maps, and other adopted area plans; discuss with Staff the purpose of zoning districts, which districts need to be maintained, potential conflicts with neighborhood conservation and historic preservation policies, and the City’s approach to identifying properties that may require rezoning (either changing base district designations or adding overlay district designations).

- 1-E Review of Standards and Design Guidelines.** CITY will provide consultant with selected project plans and approvals for residential and commercial development to help facilitate understanding of typical projects, including infill development and major alterations in single-family residential and neighborhood commercial areas, large development projects, and projects involving adaptive reuse of

historic structures. These projects should assist in understanding whether proposed standards are appropriate, create unintended consequences, or needless nonconformities.

- 1-F Kickoff Meeting and Field Trip.** CONSULTANT shall meet with City staff to review the scope of work and schedule, discuss the public participation process (see Task 1-G), stakeholder interviewing (Task 1-H), and clarify roles and responsibilities. The CONSULTANT and City staff will conduct a tour of the City.
- 1-G Public Outreach Plan.** CONSULTANT shall work with City staff to formulate a Public Outreach Plan for the project using the components identified in this Scope of Work and milestones reviewed with City staff. The Public Outreach Plan will outline all public meetings, Planning Commission meetings, Commission and Council study sessions, stakeholder meetings, and other outreach tools. It will summarize CONSULTANT and City staff responsibilities, new social media that may be used, and newsletters to be prepared. The CONSULTANT shall conduct and prepare Spanish translation for public outreach materials and at public meeting. Specific details regarding the method of translation will be detailed in the Public Outreach Plan.
- 1-H Stakeholder Interviews.** CONSULTANT shall prepare for and participate in two days of stakeholder interviews with City officials, members of the development community, and citizen and agency stakeholders. City staff will identify the stakeholders with CONSULTANT input on types of people to be included and schedule the stakeholder interviews in coordination with the CONSULTANT. Up to 75 stakeholders could participate in this process. Issues identified by stakeholders will be classified and sorted by the CONSULTANT to identify common themes and shared concerns. The CONSULTANT will include a final “punch list” of issues and options organized by topic for submission to the City’s Project Manager, which will be used in the Refined Issues List as well in the Recommendations and Annotated Outline described in Task 2.
- 1-I Planning Commission Briefing.** CONSULTANT and City staff shall conduct a briefing for the Planning Commission on project objectives, Commission participation, and summarize the public participation process. In addition, the briefing will allow for preliminary input on issues and concerns. CONSULTANT shall be responsible for staff report, slide presentation, and handout materials for the Planning Commission briefing.

Meetings	Products
<ul style="list-style-type: none"> • City staff work session on Zoning Ordinance and General Plan amendments matrix, technical evaluation, and public outreach (Task 1-F) • Stakeholder interviews (Task 1-H) 	<ul style="list-style-type: none"> • Matrix of Zoning Ordinance and General Plan amendments policy evaluation • Planning Commission staff report, handouts, and slide presentation • Public Outreach Plan • Summary of Stakeholders Interviews

• Planning Commission briefing	
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Task 2. Annotated Outline

- 2-A Refined Issues List.** Based on the information gathered through Task 1, CONSULTANT shall prepare a memorandum summarizing where changes to the existing regulations could be made and where new provisions could be added to implement the Zoning Ordinance and General Plan amendments.
- 2-B Recommendations and Annotated Outline.** CONSULTANT shall prepare a summary of recommendations and an annotated outline of the zoning ordinance with a “plain English” commentary. The outline will lay out the basic structure of the new Zoning Ordinance and will be in sufficient detail to indicate changes that will needed, types of graphics to be included, and where and how the ordinances adopted since the city’s incorporation will be brought into the revised code.
- 2-C Review Outline.** CONSULTANT shall review Recommendations and Draft Outline with staff and City Attorney and revise document based on comments received. A CONSULTANT and City-staff led Planning Commission briefing on the Recommendations and Outline would be held to provide a context for the subsequent presentations of “modules”. If CONSULTANT-led, a review of a preliminary Zoning Map or other preliminary products would be scheduled for the same trip.

Meetings	Products
• Planning Commission Briefing (Task 2-C)	<ul style="list-style-type: none"> • Refined Issues and Options List • Recommendations and Annotated Outline

Task 3. Modules of Preliminary Regulations

CONSULTANT shall prepare preliminary regulations to implement Zoning Ordinance and General Plan amendments. Meetings with City staff will be held to review the “modules” of preliminary regulations. The CONSULTANT will make revisions to the preliminary regulations based on City staff review.

Module #1: Administrative Procedures

- 3-A Administrative Procedures Analysis.** CONSULTANT shall evaluate existing administrative provisions for all land use and development decisions and identify opportunities to improve streamlining and Code enforcement. Processes evaluated will include: Use Permits, Conditional Use Permits, Coastal Development Permits; Variances; Design Review, environmental review, zoning text and map amendments; pre-zoning and annexation criteria (if requested); Zoning Ordinance and General Plan amendments/LCP amendments; appeals

(including Coastal Zone appeals), development agreements, enforcement provisions, and revocations of discretionary permits.

- 3-B Prepare Definitions.** CONSULTANT shall prepare a comprehensive set of definitions with appropriate illustrations, as well as rules for measuring building height, floor area ratios, planting area(s), and setback averaging and encroachments, as needed. Group like terms under headings to facilitate understanding of differences among terms (e.g. lot types, lot lines, residential housing types, recycling terms, and yard types). Prepare a summary list of terms and cross-references for readers, similar to an index.
- 3-C Prepare Zoning Ordinance and General Plan amendments/CLUP/Zoning Consistency Provisions.** CONSULTANT shall prepare a consistency matrix and identify zones that are deemed consistent vs. those that may be “conditionally consistent” upon making certain findings. CONSULTANT shall address how planned development consistency determinations would be made.
- 3-D Prepare Module #1: Zoning Administration.** CONSULTANT shall include proposed amendments to administrative provisions, definitions and rules of measurement; review with City staff and revise, based on City staff comments.
- 3-E Conduct Planning Commission study session on Module #1 (highlights and discussion issues).** CONSULTANT shall conduct a Planning Commission study session. CONSULTANT is responsible for study session materials preparation, staff reports, handouts, and slide presentations for City staff review.

Module #2: Base and Overlay Districts

- 3-F Project Analysis.** CONSULTANT shall review site plans of representative projects, and prepare a summary matrix of proposed standards that may represent changes from existing standards for reference in preparing and reviewing modules (to be integrated with work on following subtasks).
- 3-G Use Classifications.** CONSULTANT shall evaluate merits of a “use classifications” system to streamline use regulations. Prepare preliminary use classifications for City staff review, including references to North American Industrial Classification System (NAICS), where appropriate.
- 3-H Use Regulations Analysis.** CONSULTANT shall evaluate current use regulations and identify changes needed in permitted uses and conditional uses to implement the Zoning Ordinance and General Plan amendments; respond to Staff and stakeholder concerns, and conduct a technical review.
- 3-I Overlay Districts Analysis.** CONSULTANT shall determine what use regulations and base district standards are to be modified by overlay districts and prepare overlay district regulations.
- 3-J Prepare Module #2, Base and Overlay District Regulations.** CONSULTANT shall meet with City staff to review the proposed district regulations matrix, development standards, use classifications, and proposed limitations on special

uses in these two modules. CONSULTANT will revise Module #1 based on City staff comments.

- 3-K Prepare Preliminary Draft Zoning Map.** CONSULTANT shall prepare a preliminary Draft Zoning Map for the City, showing the proposed zones' correspondence with existing Zoning Ordinance and General Plan amendments, land use designations, and additional base and overlay districts. This draft map will show where rezoning is anticipated by highlighting new districts (base and overlay) using GIS mapping software and a digital parcel base map provided by the City. Maps can also show existing land uses, Zoning Ordinance and General Plan amendments land use designations, and the current zoning designations. An initial graphic style "template" will be prepared for City staff review. A graphic distinction (using colors or symbols) will be used to distinguish simple "reclassifications" where there would be no substantive change in zoning regulations versus a "rezoning" where a different designation will apply to implement the Zoning Ordinance and General Plan amendments. Discuss with City staff need to carry forward special purpose districts (e.g. "DR Design Residential"). CONSULTANT shall revise preliminary draft map after receiving staff comments.
- 3-L Conduct Planning Commission Study Session on Base and Overlay Districts and preliminary Draft Zoning Map.** CONSULTANT shall conduct a Planning Commission study session. CONSULTANT is responsible for study session materials preparation, staff reports, handouts, and slide presentations for City staff review.

Module #3: Regulations that Apply to Some or All Districts

- 3-M Analyze Standards.** CONSULTANT shall analyze current citywide standards and identify new or revised standards and performance requirements for implementing the Plan.
- 3-N Evaluate Current Regulations for Specific Uses.** CONSULTANT shall evaluate current regulations and engage in a discussion with City staff about "problem" uses and provisions that are inconsistent with State and federal law. CONSULTANT will prepare a summary matrix of proposed use regulations for all districts for staff review, including limitations and standards for special uses. As part of this task, CONSULTANT will draft revisions to correct critical inconsistencies with State law as warranted.
- 3-O Prepare Module #3, Regulations that Apply to Some or All Districts.** CONSULTANT shall prepare summary tables of supplemental standards and zoning diagrams needed to illustrate them. CONSULTANT shall review Module #2 with City staff and revise, based on City staff comments.
- 3-P Conduct Planning Commission study session on Module #3 (highlights and discussion issues).** CONSULTANT shall conduct a Planning Commission study session. CONSULTANT is responsible for study session materials preparation, staff reports, handouts, and slide presentations for City staff review.

Meetings	Products
<ul style="list-style-type: none"> • Planning Commission (3) 	<ul style="list-style-type: none"> • Modules 1, 2, & 3 • Preliminary Zoning Map

Task 4. Final Draft Ordinance

4-A Prepare Final Review Draft and Outreach Materials. CONSULTANT shall review comments on “modules” of preliminary regulations and prepare the Public Review Draft of the Zoning Ordinance. CONSULTANT shall submit Administrative Drafts for City staff review and revise based on a consolidated set of comments. A City staff work session will be scheduled to review the Administrative Draft Ordinance and Draft Map (see Task 4-B).

4-B Prepare Final Draft Zoning Map. CONSULTANT shall revise the preliminary Zoning Map based on City staff and Planning Commission comments on parcel-specific changes. CONSULTANT will assist City staff with the review of the preliminary Draft Map and compile parcel-specific changes to be made in the final electronic version of the draft citywide Zoning Code Map, using digital files provided by the CONSULTANT. Map changes will be reviewed along with text changes in a full day work session with City staff.

4-C Conduct Planning Commission Study Session on Zoning Map. CONSULTANT shall prepare for and conduct a Planning Commission study session to review the preliminary Zoning Map and review parcel-specific changes. CONSULTANT is responsible for study session materials preparation, handouts, and slide presentations for City staff review. City staff is responsible for the Commission staff report and preparation of meeting minutes.

Meetings	Products
<ul style="list-style-type: none"> • City staff work session (full day) on Administrative Draft Ordinance and Draft Zoning Map • Planning Commission Study Session 	<ul style="list-style-type: none"> • Administrative Draft Zoning Ordinance and Final Public Review Draft Ordinance (“Hearing Draft”) • Draft Zoning Map

Task 5. Zoning Ordinance and General Plan amendments Amendments

5-A General Plan Amendments Outline. Prepare a list of General Plan amendments for City staff review. These will include policies and implementation actions that have been accomplished by preparation of the new zoning ordinance as well as related amendments reflecting work done by City staff, actions taken by other agencies and changed circumstances requiring a General Plan amendment for consistency with internal procedures and the new zoning ordinance. Review list with City staff and revise as needed. (This review will be part of the Task 4-A City staff work session.)

5-B Draft General Plan Amendments. Using a digital copy of the current General Plan provided by City staff, prepare draft General Plan amendments in redline/~~strike through~~ format for City staff review along with introductory provisions explaining what the amendments are, why they were prepared, and how they relate to the new zoning ordinance. Revise the draft amendments based on staff comments.

5-C Assistance on Public Review and Adoption. Assist City staff on the public review and adoption process for the General Plan amendments. This effort will be coordinated with assistance provided in Task 7.

5-D Final General Plan Amendments. Prepare final (adopted) amendments based on City Council action. These will be provided to City staff in digital form for web posting, printing and distribution.

Meetings	Products
<ul style="list-style-type: none"> • City staff work session on General Plan amendments (part of Task 4-1 work session) 	<ul style="list-style-type: none"> • Administrative Draft General Plan Amendments; Public Review Draft of General Plan Amendments (“Hearing Draft”) • Final General Plan Amendments

Task 6. Environmental Review

The preparation of a programmatic level Environmental Impact Report (SEIR) shall be prepared by the CONSULTANT for the new zoning ordinance, and a Supplemental EIR (SEIR) shall be prepared by the CONSULTANT for the General Plan Amendments (GPAs). The SEIR should be based or ‘tiered’ off of the 2006 General Plan (GP) EIR because that document has been set up to be self-mitigating, meaning the GP policies, such as the development of a Tree Ordinance, are mitigation measures. The GPA proposed is intended to eliminate the policies that require the new zoning ordinance and similar policies. The SEIR would consider if changes to eliminate policies may result in possible significant impacts.

Because the GPAs and the Zoning Ordinance will be prepared concurrently and reviewed by the public at the same time, CONSULTANT will prepare one EIR, evaluating each piece distinctly but within the same environmental document.

The programmatic-level SEIR will propose programmatic mitigation measures that will be included in the accompanying SEIR Mitigation Monitoring and Reporting Program (MMRP). These mitigation measures will address potential impacts identified, guiding project-level and plan-level project mitigation strategies in subsequent California Environmental Quality Act (CEQA) Reviews.

6-A Project Description/Prepare Notice of Preparation (NOP). CONSULTANT shall prepare a draft project description consistent with State CEQA Guidelines

Section 15124, with revisions made based on comments from staff. For efficiency, the initial project description will use the "modules" as refined by comments and the preliminary zoning map. In preparing the Draft SEIR, the draft Ordinance and GPAs would become the Project Description. The programmatic SEIR is not intended to be sufficient for consideration of specific development proposals. All relevant requirements of CEQA for preparation of GP SEIRs will be met, but at a lesser level of detail than required for a project-specific EIR (CEQA Sec. 15166).

The City will work with CONSULTANT to provide a list of the project goals and objectives. The Introduction chapter will include a "Purpose and Need for the GPA and the Ordinance." The structure of the SEIR will maintain a distinction between the GPA and the Ordinance. CONSULTANT will draft the Notice of Preparation in a format suitable for direct mail and for newspaper ads for the City to finalize and publish/mail/circulate. CONSULTANT and City staff will host a public scoping meeting.

6-B EIR Outline and Thresholds/Significance Criteria. CONSULTANT shall draft an outline for the SEIR and thresholds and significance criteria following CEQA Guidelines and City Thresholds of Significance, and modify these as needed based on City staff review.

6-C CEQA Alternatives. CEQA requires the identification of a reasonable range of alternatives to the project to mitigate the significant impacts created by the project. The discussion of alternatives must include alternatives capable of eliminating or reducing significant environmental effects or reducing them to an insignificant level, even if those alternatives impede the attainment of the GPAs and Ordinance goals and objectives. The environmental impact assessment process will support the process of selection and analysis of up to three alternatives. CONSULTANT will develop a range of alternatives based on public comments received during the scoping period and consultation with City staff. CONSULTANT will discuss the relative impacts of the alternatives to assist in selection of the preferred alternative.

6-D Environmental Setting, Impact Analysis and Mitigation Measures. The SEIR will include an "Environmental Setting" section for each environmental issue area to be evaluated in the SEIR. CONSULTANT will review the responses to the NOP received by the City to: (a) compile a list of contacts of responsible agencies to assist the CONSULTANT in the preparation of the environmental setting section to the SEIR; and (b) determine if additional environmental issues have been identified by any responsible agency that warrants inclusion in the analysis in the SEIR. The Environmental Setting section will be part of the third chapter of the SEIR which will include other CEQA-required analyses. Each environmental issue assessed in the SEIR will be presented in the following format:

- Environmental Issue (i.e., Land Use; Transportation; etc.);

- Environmental Setting (using the existing conditions identified in the General Plan FEIR and 2009 SEIR to the FEIR with updated information where needed);
- Methodology;
- Significance Criteria;
- Environmental Impacts; and
- Mitigation Measures.

This task consists of the development and implementation of the technical analysis and the environmental impact analysis for the SEIR leading to the preparation of the administrative draft SEIR. CONSULTANT assumes that the overall build-out of the 2006 General Plan will not be exceeded with the project although there will be some re-distribution of density as a result of the GPAs and zoning ordinance creation.

- 6-E Technical Studies.** CONSULTANT will assess if any technical studies such as an air quality impact report or a traffic/circulation report are necessary for the EIR analysis. CONSULTANT will look to tier from the previous 2006 GP FEIR when feasible, however, it is anticipated that the SBCAG RTP document & EIR and the City baseline conditions related to traffic have evolved such that a new traffic assessment will be needed and changes in air quality standard and the revised traffic will necessitate a new air quality impact assessment with greenhouse gas assessment. All SEIR subject areas evaluated in the GP 2006 FEIR and 2009 SEIR will be analyzed; however some may be dismissed during the scoping period.
- 6-F Develop Mitigation Measures.** The mitigation measures identified in the Draft SEIR will be based on the level of detail provided in the updated General Plan. The mitigation measures will identify the public agency responsible for the implementation of the measures, the schedule or phasing of the mitigation measures, and the agency responsible for the monitoring of the individual measures.
- 6-G Alternatives Analysis.** As previously described, the alternatives analysis (to be provided in Chapter 4 of the SEIR) to be conducted by the CONSULTANT Planning Team will evaluate and compare the proposed GP amendment and Ordinance with a reasonable range of legally defensible alternatives. For each alternative, the analysis will include an explicit qualitative comparison among the alternatives, and a summary of this comparison will be provided in a matrix that illustrates the relative environmental impacts of each alternative for each impact category, possibly including ordinal rankings.
- 6-H Initiate and Complete Cumulative Impact Evaluation.** The identification and analysis of cumulative impacts (to be provided in Chapter 5 of the SEIR) will include an evaluation of the impacts of the proposed projects in combination with reasonably foreseeable projects and plans anticipated to cause related impacts.
- 6-I Evaluate Growth-Inducing Impacts.** CONSULTANT will identify and evaluate potential growth-inducing impacts of the General Plan update and the Plan's

alternatives, specifically estimating and comparing the expected long-term development patterns supported by alternative transportation plans but also assessing the potential for growth-inducing impacts to be contrary to the growth scenarios prepared by the County.

- 6-J Preparation of the Draft SEIR.** This task involves the preparation of the Draft SEIR that will be published for public and responsible agencies' review, and subject to hearings/meetings of the City's various committees and decision-making bodies. The product of this phase is the preparation of a Draft SEIR that satisfies CEQA requirements and responds to City staff's comments on the Administrative Draft SEIR. CONSULTANT will integrate text and analysis from previous tasks into a single Administrative Draft SEIR (with technical appendices to include the NOP, responses to the NOP, and any technical studies) in a format previously approved by the City staff. The administrative Draft SEIR will include useful, easy-to-read tables and graphs to explicitly illustrate findings. The text of the SEIR will be written in clear and concise prose (i.e., "plain language") that is easily understood by decision-makers and the general public. CONSULTANT'S Project Manager, Technical Advisor, Quality Assurance/Quality Control (QA/QC) Manager and Principal-in-Charge will review the Administrative Draft SEIR for quality assurance using the formal quality control procedures that are established in CONSULTANT' Corporate Quality Assurance Procedures Manual.

CONSULTANT will prepare an Administrative Draft SEIR for review by City staff. Comments received during this internal review will be incorporated by CONSULTANT and a Revised Draft SEIR will be submitted to City staff for a second round of comments and direction. It is anticipated that two (2) rounds of revisions for the administrative and one (1) round for final Draft Program EIR will be required prior to its publication for public review and comment.

Following City staff's review of the Administrative Draft SEIR, CONSULTANT and City staff will schedule a meeting to discuss the comments and requested changes to the Administrative Draft SEIR. City staff will provide CONSULTANT with an annotated copy of the Administrative Draft SEIR and written comments at least one (1) week prior to the review meeting. Once City staff is satisfied that all relevant comments have been appropriately addressed in the EIR, CONSULTANT will provide the City with a reproducible, camera-ready copy of the Draft SEIR for reproduction by the City for distribution to the public, decision-makers and responsible agencies. CONSULTANT will provide 150 hard copies and 50 CDs as well as an electronic file for posting on the City's website.

- 6-K File Notice of Completion of SEIR.** CONSULTANT will prepare a Notice of Completion (NOC) that briefly identifies the project and indicates that a SEIR has been prepared. CONSULTANT will file the Notice of Completion with the Office of Planning and Research, per CEQA requirements. Once received, CONSULTANT will provide the city with certification that the NOC has been filed with the State.
- 6-L Public Review Period/Public Meeting and Preparation of the Response to Comments.** The CONSULTANT Project Manager and key members of our team responsible for the technical and impact analyses, will staff, facilitate and attend

a public meeting on the Draft GP amendments and Ordinance, and Draft SEIR before the Planning Commission to present an overview of the impact analysis and findings and to respond to the Commission, the public, and responsible agencies that may have any questions or comments. City staff will collect all written comments on the Draft SEIR and will provide a transcript or notes of oral comments received at the public meeting and written comments received on the Draft SEIR. CONSULTANT anticipate the public meeting on the Draft SEIR will be in the context of a regular Planning Commission meeting and not a separate workshop or open house setting. No separate court reporter for receiving oral comments is included.

After the public review period for the Draft SEIR has closed, the CONSULTANT Planning Team will organize, prioritize and assess all relevant comments and prepare written responses to the comments for inclusion in the Final SEIR. This will include all comments received through public review of the Draft SEIR, comments from responsible agencies, and written and oral testimony given at public hearings. CONSULTANT anticipates 20 comment letters with no more than 200 total comments to be received.

6-M Preparation of the Final SEIR and Mitigation Monitoring Program. CONSULTANT will revise the Draft SEIR to make it consistent with any modifications suggested in the Response to Comments to the General Plan's Draft SEIR. In addition, preparation of the Final SEIR will include the CEQA-required Mitigation Monitoring and Reporting Program. The Final SEIR will also include Findings for Certification Resolution (including Statements of Overriding Considerations).

As required by CEQA, the MMRP for the SEIR will identify for subsequent projects coming, the measures that can be identified at this time that will reduce potential impacts to less than significant levels. However, it is fully expected that additional mitigation measures will need to be identified in the subsequent CEQA-documentation as project-level specifics are identified. Nonetheless, the MMRP will identify for each mitigation measure the agency that will be responsible for ensuring the implementation of the measure the time/phasing of the measures, the funding for the implementation of the mitigation measure and the reporting and the monitoring agencies.

For the SEIR, CONSULTANT will provide 150 hard copies and 50 CDs as well as an electronic file for posting on the City's website. Upon certification of the Final SEIR and the adoption of the GP amendments and Ordinance, CONSULTANT will prepare the Notice of Determination (NOD) to be filed by the City with the County of Santa Barbara County Clerk and the state. The filing begins the official 30-day period for legal challenges.

6-N Planning Commission and City Council Public Hearings. CONSULTANT will support city staff in preparing for and presenting the project to the Planning Commission and City Council for public hearings. CONSULTANT will prepare a presentation for and attend four (4) public hearings on the Draft SEIR. CONSULTANT staff will be available at each public hearing to provide oral testimony and respond to any questions, if needed.

6-O General Plan Amendments and Zoning Code Coordination. CONSULTANT will participate with City staff in discussions and shaping of the General Plan Amendments and the Zoning Code in order to ensure there is integration of project components, the structure continues as a self-mitigating project, and the preparation for community meetings and public hearing is seamless, see Table 1 Summary of Meetings and Work Products.

Meetings	Products
<ul style="list-style-type: none"> • Kick Off Meeting (1) • Project Team Meetings (6) • Project Team Conference Calls (20) • Public Meeting on Draft GPAs Zoning Ordinance, and DEIR (1) • Planning Commission and City Council Public Hearings (4) 	<ul style="list-style-type: none"> • NOP • Admin. Draft SEIR • Draft SEIR • Notice of Completion • Final SEIR: Response to Comments • Mitigation Monitoring and Reporting Program • Findings for Certification Resolution (including Statement of Overriding Considerations) • NOD

Task 7. Assistance on Adoption Process

7-A Public Review Process Preparation. Assist City staff in preparing for the public review process, including summary materials on the Draft Ordinance for use in City staff reports, public workshops and hearings materials, and newsletters and briefings for key interest groups. A “comment form” could be used to focus comments on specific sections of the text and allow comments to be consolidated and responses prepared efficiently.

7-B Response to Comments and Addenda. Assist City staff in establishing an approach to responding to comments received on the Public Hearing Draft. Distinctions might be made between comments that address: 1) Zoning Ordinance and General Plan amendments policies that already have been established; 2) regulatory policies that would be considered by the City Council; 3) regulatory provisions required to respond to State or federal law; and 4) concerns that are beyond the scope of the Ordinance.

7-C Assistance on Public Review and Adoption Process; Meeting Attendance. Prepare for and attend two public hearings before the Planning Commission and two public hearings before the City Council. Prepare a presentation, if requested by City staff, focusing on summary materials, issues, and recommendations. CONSULTANT will prepare support materials for EIR certification, including Findings of Facts and Statements of Overriding Considerations for incorporation

into Certification Resolutions. City staff will be responsible for preparing staff reports, EIR certification resolutions, the adopting ordinance, and meeting minutes. CONSULTANT will assist in making changes that may be needed to all documents in response to direction from the Commission and the Council.

7-D Adopted Ordinance – Printing and CDs. Prepare a final “check-print” of the adopted ordinance with all changes directed by the City Council, print 150 copies of the adopted ordinance and 150 copies of the Adopted Zoning Map, and make 30 CDs of the digital files in Adobe PDF format with “hyperlinks” as appropriate. Digital word files also will be provided to the City of the Adopted Ordinance.

Meetings	Products
<ul style="list-style-type: none"> • 2 Planning Commission Hearings • 2 City Council Hearings 	<ul style="list-style-type: none"> • Public Hearing Presentation Materials • Response to Comments and Addenda • Adopted Ordinance and Adopted Zoning Map: Printed Version and CD Version

Task 8. Interactive Ordinance

8-A Interactive Online Zoning Ordinance. CONSULTANT shall prepare a fully interactive, fully searchable digital medium integrating the Zoning Text and Map. The City will have the right to unlimited reproduction as well as a “maintenance module” to facilitate updating the web-based Zoning Ordinance as code amendments are adopted. This web-based Zoning Ordinance will include custom search and tab capabilities. It will be utilized to facilitate public review of the Final Draft Ordinance and Draft Zoning Map. CONSULTANT shall upload the Final Ordinance and Zoning Map after adoption and conduct a half-day training session with City staff.

Meetings	Products
<ul style="list-style-type: none"> • Half-day training session 	<ul style="list-style-type: none"> • Computerized Zoning Ordinance