LIGHTHOUSE AVENUE SPECIFIC PLAN -SCOPE OF WORK

Task 1: Project Startup – October 2010

- **Task 1.1:** Complete the approval process; review the grant requirements and expectations; finalize contract with CalTrans.
- **Task 1.2:** Prepare RFPs for outreach consultant and transportation and parking consultant. Select consultants, execute contracts.
- **Task 1.3:** Conduct a kick-off meeting with consultants and relevant City Departments to review scope of work, timeline, roles and responsibilities, and project needs/issues.

Task 2: Community Outreach – October 2010 – February 2011

- **Task 2.1:** Promote and advertise activities, (charettes and workshops) through local media venue.
- **Task 2.2:** Develop and maintain project web page and on-line comment system.
- Task 2.3: Conduct at least four public workshops and/or charrettes to:
 - 1. Identify issues,
 - 2. Define vision and goals,
 - 3. Develop and refine land use alternatives, and
 - 4. Develop and define architectural character.

Task 3: Develop Draft Specific Plan and CEQA Analysis – October 2010 – November 2011

- **Task 3.1:** Develop Vision, Concept and Development Plan and CEQA analysis that will incorporate Citywide Transportation and Parking Study findings.
- Task 3.2: Develop Infrastructure Plan and identify necessary infrastructure improvements
- Task 3.3: Develop Implementation and Funding Strategy
- Task 3.4: Conduct Planning Commission/City Council study sessions on Draft Specific Plan
- **Task 3.5:** Refine Draft Specific Plan and present to the Planning Commission and City Council for adoption, including further opportunity for public comment

Task 4: Final Specific Plan – December 2011

Task 4.1: Incorporate final comments into adopted Lighthouse Avenue Specific Plan.