

Exhibit B

LEWIS COUNTY

2025 COMPREHENSIVE PLAN UPDATE DRAFT PROJECT CHARTER

FEBRUARY 2, 2024



LEWIS COUNTY COMPREHENSIVE PLAN UPDATE

PROJECT CHARTER

Contents

Charter Purpose.....	3
Project Background and Framework	3
Approach, Outcomes, and Deliverables	3
Project Approach.....	4
Project Outcomes.....	4
State and regional outcomes.....	5
Local outcomes.....	5
Project Deliverables.....	5
Project Team Workplan Objectives	6
Project Organization/Internal Communication	7
Roles and Responsibilities.....	8
Lewis County Staff	10
Project Schedule.....	11
Project Coordination/Decision Making Process	14
Expectations and Keys to Success	15
Project Risks and Mitigation	16
Adhering to Project Schedule	16
Implementation of State Law changes/state guidance	16
Coordination with Service Providers	17

Charter Purpose

A project charter is a communication and project management document to help ensure project objectives and timelines are met. This project charter has been developed for the 2025 Lewis County Comprehensive Plan Periodic Update and outlines the:

- Background and framework for the project
- High-level project approach, outcomes, and deliverables
- Project schedule and key milestones
- Roles and responsibilities
- Keys to project success
- Potential project risks and strategies to address those risks

Having a project charter is especially vital for a project that involves:

- Multiple departments, working groups, and agencies
- Multi-layer recommendation and approval process

Project Background and Framework

The Washington State Growth Management Act (GMA) requires cities and counties to update Comprehensive Plans and implementing development regulations every 10 years ([RCW 36.70A.130](#)). Comprehensive Plans are 20-year policy documents that guide and plan for growth (population), housing, transportation, capital facilities and utilities, economic development, parks, recreation and open space, rural areas, and protection of natural resource lands ([RCW 36.70A.070](#)). Lewis County will complete periodic update of the comprehensive plan by June 30, 2025.

Approach, Outcomes, and Deliverables

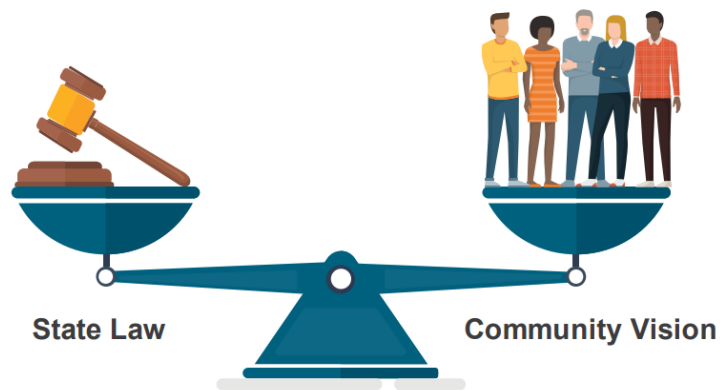
Defining the project approach, outcomes and deliverables ensures that all Lewis County departments and the consulting team are aligned throughout the process about overall project goals. How the project is viewed, what must be accomplished, and the steps and the schedule

to get the project completed on time are all important factors that will help define project success.

Project Approach

Every 10 years “a county or city shall take legislative action to review, and if needed, revise its comprehensive land use plan and development regulations to ensure the plan and regulations comply with the requirements” of the GMA ([RCW 36.70A.130](#)). Plan Updates are an opportunity to revise, not re-write, the existing Plan to ensure consistency with state laws/case law since the last update, Best Available Science (BAS) for incorporation into critical areas regulations and changes in local conditions.

Not only will the project team seek to ensure compliance with applicable state laws, but also to empower the community to include the community vision into the comprehensive plan. The Growth Management Act (GMA) was created as a bottoms-up approach to the planning process meaning the policies that will guide the next twenty years cannot exist without a robust public process. To foster a transparent and inviting planning process the following will guide the project approach:



Balancing requirements

- Using multiple methods including in-person and virtual engagement.
- Acknowledging local circumstance as they relate to state requirements and emergent issues.
- Providing education on the limitations in state law and the freedoms in local visioning and goal setting.

Project Goals and Outcomes

The initial outcomes which will drive this project include meeting state requirements while also ensuring the updated policies reflect local circumstances and the vision of the region. High level

outcomes set at this point will help direct the project team and ensure the project approach, schedule, and individual and group responsibilities are aligned. The initial outcomes include:

State and regional outcomes

1. Consistency with the Growth Management Act (GMA)
2. Consistency with the Lewis countywide planning policies.
3. Update the Lewis County Critical Areas Ordinance (CAO) consistent with Best Available Science (BAS); and
4. Update development regulations to ensure consistency with update policies.

Local outcomes

1. A collective community vision created through intentional public engagement.
2. Balancing preservation of land with personal freedom over one's property.
3. Educating the community about state laws.
4. Establishing a clear direction in each element that becomes a user-friendly tool for county departments.
5. Creating a feasible action plan to assist staff with plan implementation each year.
6. Identifying benchmarks or milestones that demonstrate a path to the community vision.

While these initial project outcomes have been developed, they will change as the process moves forward. Initial project tasks will further define options for accommodating new people, jobs, and housing out to 2045. A Community Engagement Plan (CEP) is also being created for this project, see appendix B.

Project Deliverables

The following high level deliverables have been identified in the project scope of work and are required as part of the GMA Periodic Update Grant and 2023-2025 Climate Planning Grant administered through the Department of Commerce.

Deliverables:

- Community Engagement Plan
- Community Engagement Results
- Comprehensive Plan
- Climate Resiliency Element (new)
- Capital Facilities Plan

- SEPA Environmental Review
- Development Regulations update (changes needs to implement new and revised policies)
- Critical Areas Ordinance update

Other deliverables will be distributed throughout the process including drafts for review, meeting agendas, meeting notes, engagement activity reports. Analysis reports including the policy gap analysis, commerce checklist, land capacity analysis, and housing needs assessment will be given to Lewis County in draft for review and included in the final deliverables.

Project Team Workplan Objectives

Project Team

The project team is made up of the consultant team from Kimley-Horn and the primary staff from Lewis County. The consultant team will be executing a large portion of the tasks associated with this project. There are tasks that the consultant team will coordinate with the Lewis County staff (identified in Table 1) and there are also tasks that they Lewis County staff may choose to execute on their own without assistance. These will be discussed between the county primary contact and the project manager. The project tasks are all the actions which will be required to produce the deliverables identified in the scope of work and also outlined in the project schedule, see appendix A.

The following are high-level work plan objectives/milestones to adhere to as the project moves forward:

- The project team will work together to ensure the project is completed no later than June 30, 2025.
- Complete a final community engagement plan by the end of March 2024.
- Complete project scoping tasks (task 4) by May 2024.
- Complete a draft comprehensive plan (task 5) by June 2024, to remain compliant with grant deadlines. This will include the capital facilities plan (see task 8).
- Complete the climate resiliency element (task 6) by February 2025.
- Complete a critical areas ordinance update (task 11) by March 2025.
- Complete development regulations (task 10) update by June 2025.

Project Organization/Internal Communication

Successful projects are built on a strong communication plan. The contacts for the County and consultant team members, as well as their roles and responsibilities, are listed in the tables below. It is important to identify the way work will be completed by the project team, checked for quality assurance, and shared with others.

The following will be used for coordination between the County and consultant team to ensure coordination between deliverables:

- **Project Team Meetings (Bi-weekly Check-Ins)** – Bi-weekly check-in meetings have been scheduled to mitigate the risk of lack of communication between the consultant team and the County. These meetings will be with the project manager and Lewis County staff. The project manager may involve other consultant team members during the bi-weekly check-ins when necessary, but it is not anticipated they will be needed at every meeting.
- **Bi-weekly Work Sessions** – Bi-weekly work sessions have been scheduled for an hour every other week to collaborate on topics and issues related to the project. The consultant team has been invited to all work sessions to reserve this time in the team's calendars, but it is not expected that the entire team attend every meeting. Consultant team members need only attend a bi-weekly work session when issues arise related to an immediate task for the project that they are responsible for. The team will communicate on anticipated agenda items ahead of time for these meetings.
- **Internal Review Schedule** – The consultant team will strive to produce drafts with enough time for County review. The allotted review time will be proportional to the size and detail of the draft being delivered. When larger documents and reports are ready for review, the project team will provide between multiple weeks of review to accommodate county staff time.
- **Draft Document Sharing** – The consultant team and Lewis County will have a SharePoint website for file sharing and reviews. Data related to the project may be stored here, as well as any work related to the project tasks. The consultant team will organize the folders by tasks. Deliverables need not be added to the project SharePoint until the task lead has determined the deliverable is fully assembled and meets the expectations outlined in the scope of work.

- **Individual Coordination** – At times, individual consultant team members or task leads may coordinate with county staff on their own to complete work related to their tasks. It is anticipated that this coordination be limited to small requests or quick questions that will allow the team member to complete a task under deadline. Larger coordination that may take longer is encouraged to be completed in consultation with the project manager and reserved for bi-weekly work sessions to efficiently utilize staff time.
- **Task Tracker** – The task tracker will be used to consistently monitor the status of tasks for the project. The task tracker identifies all current tasks being worked and their status. Status being whether the tasks in on-track to be completed within the allotted deadline. If the task is not on schedule the task tracker will identify immediate actions needed to get the task back on schedule. The tasks tracker will be sent to the county primary contact on a bi-weekly basis or other schedule determined between the project manager and the primary contact.

Document Sharing and Reviews

As encouraged by the state, comprehensive plan elements are meant to be consistent with one another and support the same community vision. It will be necessary for the project team to share documents and coordinate on elements to produce quality deliverables that meet state standards. The consultant team will create a SharePoint site, a secure place to store, organize, and access information across organizations through a web browser. The project team will be allowed access to the SharePoint site. The project team will use the site as a repository for draft versions and final versions of the deliverables. The project manager or designee will implement the following standards to mitigate the risk of losing information or important documents.

Document Creating, Sharing, and Review Standards

It is unlikely the project team will be creating “new” documents in the project SharePoint. Each task lead will work with their staff within their organization on their deliverables. Once the draft deliverable has been fully assembled, meets the expectations outlined in the scope of work, and is approved by the task lead, the task lead can place a copy of the document in the appropriate task folder on the SharePoint following the correct naming standards and adding a status of the document (see below).

Document Naming

{deliverable name}{task lead}{month}{day}{year}

Lewis County Comprehensive Plan Update

Page 8 of 18

Versioning suffixes may be added to the document name when necessary.

SharePoint Files

The SharePoint files will be organized by task and each task has an associated deliverable shown in Table 3. SharePoint site once the deliverable is ready for review by the project team and any versions thereafter. If a document needs to be reviewed while staff are still working on it please upload the document to SharePoint and use status “working”. Documents that need to be reviewed by the county will be uploaded to the “to county” folder on the document library homepage or the SharePoint site homepage in the document window. The project manager should be notified that new documents have been added for county review to begin coordinating with the county on the review. with the county on the review.

Reviews

The consultant team will need to coordinate on reviewing each other’s work and also reaching out to county staff for reviews when necessary. Table 1 on the next page is meant to direct the consultant team towards who needs to be reviewing the work as it becomes ready for review. Before sending anything to the county staff the task lead will notify the project manager that a deliverable is ready for review. The project manager will determine the best method for delivering the review to the county.

Roles and Responsibilities

Setting roles and responsibilities is a key component for project success including adherence to the project schedule. The following tables outline key project personnel, contact information, and high-level roles and responsibilities.

Folder Hierarchy

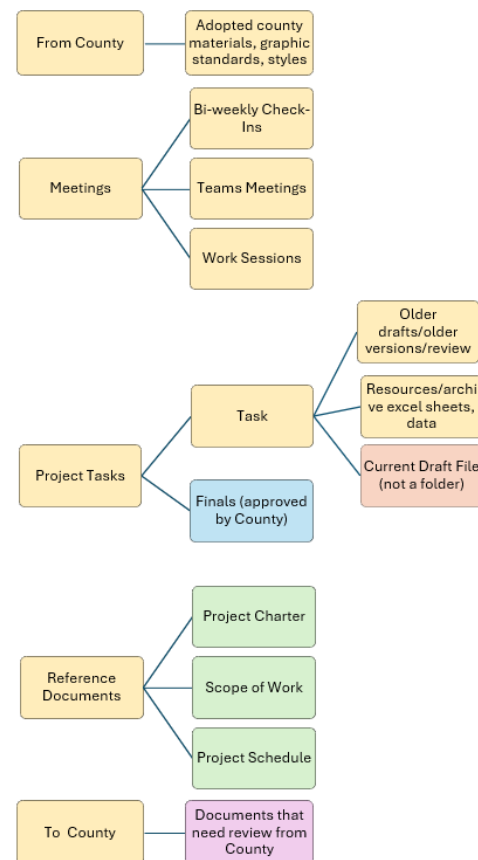


Figure 1. General folder hierarchy. These may be expanded upon through the lifespan of the project or as requested by the county.

Table 1. Lewis County Staff

Name	Title	Contact Information	High-Level Roles and Responsibilities
Mindy Brooks (Primary Contact with consultant)	Senior Long-Range Planner	mindy.brooks@lewiscountywa.gov 360-740-2610	Project manager on county side. Coordinate with county staff and approve consultant work.
Lee Napier	Director	Lee.napier@lewiscountywa.gov 360-740-2606	Secondary contact when Mindy isn't available.
Ryan Barrett	County Manager	Ryan.barrett@lewiscountywa.gov 360-740-2697	Mindy will update Ryan on project progress.
Eric Eisenberg	Housing and Infrastructure Specialist	Eric.eisenberg@lewiscountywa.gov 360-740-1235	Eric will be leaving his full-time role in March. Available for reviews and housing until then.
Josh Metcalf	Public Works Director	Josh.metcalf@lewiscountywa.gov 360-740-2762	Coordinate/review on the transportation element and capital facilities plan and other elements as needed.
Wes Anderson	Assistant County Engineer	Wesley.anderson@lewiscountywa.gov 360-740-1175	Assigned primary contact for periodic update for public works.
Mike Kroll	Transportation Planner	Michael.kroll@lewiscountywa.gov 360-740-2665	Coordinate/review on the transportation element and capital facilities plan and TIP.
Meja Handlen	Public Health and Social Services Director	Meja.handlen@lewiscountywa.gov 360-740-1234	Coordinate/review on the housing, land use, and resiliency element and others as needed.
Doug Carey	Capital Facilities Manager	Doug.carey@lewiscountywa.gov 360-740-1337	Work with project team on the capital facilities plan.
Erika Katt	Emergency Management Planner	Erika.katt@lewiscountywa.gov	Work with project team on Climate Element.
Matt Hyatt	GIS Manager	Matt.hyatt@lewiscountywa.gov 360-740-1128	Work with project team as needed for data requests if data

			is not available online.
Gary Hurley	GIS Supervisor	Gary.hurley@lewiscountywa.gov 360-740-1306	Work with project team as needed for data requests if data is not available online.

Table 2. Consultant Team

Name	Group	Contact Information	High-Level Roles and Responsibilities
Clay White (Primary Contact with County)	Kimley-Horn	206-705-8486 Clay.White@kimley-horn.com	Project manager, primary project contact for consultants.
Erin O'Kelley	Kimley-Horn	425-375-0455 Erin.Okelley@kimley-horn.com	Planner. Secondary project contact.
Nick Chen	Kimley-Horn	425-689-5046 Nick.Chen@kimley-horn.com	Planner
Amalia Andrews	Kimley-Horn	385-235-6535 Amalia.Andrews@kimley-horn.com	Community Engagement Plan and Materials
Olivia Bitton	Kimley-Horn	385-715-1588 Olivia.Bitton@kimley-horn.com	Community Engagement Plan and Materials
Heidi Rous and Team	Kimley-Horn	213-394-0379 Heidi.Rous@kimley-horn.com	Climate Resiliency Element
Brad Lincoln	Kimley-Horn	206-485-477 Brad.Lincoln@kimley-horn.com	Transportation Element
Lily Heiting	Kimley-Horn	206-485-4770 Lily.Heiting@kimley-horn.com	Planner
Megan Muckenhirn	Kimley-Horn	206-210-6052 megan.muckenhirn@kimley-horn.com	Planner
Dan Nickel	DCG Watershed	dnickel@dcgwatershed.com	Critical Areas Ordinance Main Contact
Nell Lund	DCG Watershed	nlund@dcgwatershed.com	Critical Areas Ordinance Secondary Contact

Project Tasks and Leads

The following is a general outline of project tasks with associated actions, timeframes, and deliverables. While it is important to keep to the schedule, the project team will remain flexible and maintain communication regarding schedule changes and related mitigation. These project tasks listed below will be used for the project tracker. As each project tasks begins, it will be added to the project tracker and the status of the task will be reviewed during the bi-weekly check-ins and bi-weekly work sessions. A complete project schedule is provided in Appendix A.

Table 3. Tasks and Leads

Tasks and Actions	Timeframe and Details	Consultant Team Lead(s)	County Team Leads
Task 1 Kick-Off <i>January 2024 – February 2024</i>			
Kick-Off Meeting	<i>January 2024 Deliverable: Agenda and Notes</i>	Clay and Erin	Mindy
Project Charter Draft & Final	<i>February 2024 Deliverable: Draft (for review) then Final</i>	Erin – Draft Clay – Final	Mindy and Lee
Task 2 Coordination <i>Ongoing</i>			
Bi-Weekly Meetings	<i>Deliverable: Agenda, Notes, and Task Tracker</i>	Clay	Mindy
Bi-Weekly Work	<i>Deliverable: Agenda, Notes, Task Tracker</i>	Clay	
Task 3 Community Engagement & CEP			
Community Engagement Plan	<i>February 2024 Deliverable: Draft (for review) then final</i>	Olivia	Mindy and Lee
Community Engagement Events	<i>Ongoing Deliverable: TBD</i>	Clay and Erin and Planners	Mindy
Community Engagement Final Report	<i>November 2024 Deliverable: Draft (for review) then final</i>	Olivia	Mindy
Public Meetings	<i>Ongoing Deliverable: Meeting materials, meeting advertisement materials as needed</i>	Clay	Mindy and Lee
Hearings	<i>April 2025 – June 2025 Deliverable: Engagement summaries, comp plan draft elements, analyses, draft regulations, and other meeting materials as needed</i>	Clay	Mindy and Lee
Task 4 Project Scoping <i>February 2024 – May 2024</i>			
Commerce Checklist – Existing Plan	<i>February - April Deliverable: Filled out commerce checklist</i>	Clay	Mindy
Policy gap analysis	<i>February – April Deliverable: Draft (for review) then final</i>	Clay	Mindy and Eric
Plan audit	<i>February – April Deliverable: Draft (for review) then final</i>	Clay	Mindy and Eric
Land capacity Analysis	<i>March – May Deliverable: Draft (for review) then final</i>	Clay	Mindy
Housing Needs Assessment	<i>March – May Deliverable: Draft (for review) then final</i>	Clay	Mindy and Eric
Task 5 Draft Comprehensive Plan <i>June 2024</i>			
Prepare Draft Comp Plan	<i>Deliverable: Draft of all elements besides the climate element</i>	Clay	Mindy and Lee
County-led Packwood Subarea Plan*	<i>Incorporate into the draft comprehensive plan.</i>	Clay	Mindy
County-led Onalaska Subarea Plan*	<i>Incorporate into the draft comprehensive plan.</i>	Clay	Mindy

County-led Land Update Goals and Policies*	<i>Incorporate into the draft comprehensive plan.</i>	Clay	Mindy
* The deliverable is the responsibility of the county to complete but the final version will be incorporated into the draft comprehensive plan which will be the responsibility of the consultant team.			
Task 6 Climate Resiliency Element <i>April 2024 – February 2025</i>			
6A. Climate Resiliency with Sub-Element	<i>April 2024 – February 2025</i>	Heidi and designee(s)	Mindy
Policy Gaps and Opportunities Memo	<i>April 2024 – February 2025 Deliverable: Draft (for review) then final</i>	Heidi and designee(s)	Mindy
Potential climate impacts, risks, vulnerabilities, memo	<i>April 2024 – February 2025 Deliverable: Draft (for review) then final</i>	Heidi and designee(s)	Mindy and Erika
6B/6C Draft Final Climate Element	<i>February 2024 – February 2025 Draft Review June 2024 Final February 2025</i>	Heidi and designee(s)	Mindy and Lee
6D: Prepare Integration Plan	<i>January 2025 – February 2025 Deliverable: Draft (for review) then final</i>	Heidi and designee(s)	Mindy
Task 7 Final Comprehensive Plan <i>August 2024 – February 2025</i>			
Final Comp Plan	<i>Deliverable: all elements, appendices, and associated analyses and reports</i>	Clay and Erin and Planners	Mindy and Lee
Task 8 Capital Facilities Plan <i>March 2024 – June 2024</i>			
Develop Capital Facilities Plan	<i>Deliverable: Draft for review in June with Comp Plan Draft final with final comp plan</i>	County and Clay	Mindy
Task 9 SEPA <i>September 2024</i>			
Prep of non-project SEPA and support docs		Clay	Mindy
Task 10 Development Regulations <i>December 2024 – June 2025</i>			
Scoping potential changes	<i>February 2024 – March 2024 Scoping will be part of the commerce checklist and gap analysis</i>	Project Planners	Mindy
Development code amendments draft and final	<i>Deliverable: draft (for review) then final</i>	Project Planners	Mindy
Task 11 Critical Area Update			
11A. Prepare BAS Summary	<i>April 2024 – August 2024 Deliverable: Draft (for review) then final</i>	Dan Nickel	Mindy and Lee
11A. Prepare Gap analysis	<i>April 2024 – August 2024 Deliverable: Draft (for review) then final</i>	Dan Nickel	Mindy and Lee

11B. CAO Ordinance Amendments	July 2024 – March 2025 <i>Deliverable: Draft (for review) then final</i>	Dan Nickel	Mindy and Lee
Task 12 Project Closeout June 2025			
Complete all materials for submittal to commerce		Clay and County	Mindy

Project Coordination/Decision Making Process

It is anticipated that the leads for individual deliverables will lead and be responsible for coordination on their tasks. This includes coordination between departments and between the County and consultant teams.

A project task tracker will be developed and updated bi-weekly by the project leads so that the project manager is continually updated on the status of each deliverable.

All draft deliverables must be reviewed and approved by the project manager, or the designee assigned by the project manager before being finalized. Draft stamps should remain on all documents until reviewed. However, it is anticipated that individual meetings will be set up by the deliverable lead and include those working on the deliverable and the project manager to ensure work is reviewed and approved.



DECISION HIERARCHY	
Project Manager	• Scope, schedule or budget changes • Preliminary and preferred alternative map content • Land Capacity assumptions • MFTE and Centers boundaries • Final public meeting content (virtual or in-person) • Significant Level of Service revisions
Task Leads	• Goals and policy content for their specific elements/chapters • Code amendment content for their specific element/chapters

	• Website materials for their specific element/chapter
Consultant Staff	• Technical decisions related to meeting element or project manager direction

Expectations and Keys to Success

At the project kick-off meeting the consultant team asked county staff “what is project success?” and this is what was shared:

1. Create a process that empowers the community and helps them build their own vision.
2. Engage with all parts of the community, even remote areas.
3. Create a plan that complies with state law to avoid any challenges.
4. Create a framework that helps the county establish whether facilities, including those of service providers, are adequate.
5. Create a plan that balances preservation with flexibility for change.
6. Create a plan that can be implemented throughout county departments on all levels, utilize an action plan to assist with this.

In addition to the County’s vision for success, there are other factors that will be necessary to ensure project success:

7. Build trust between the consultant group and county staff .
8. Foster meetings that promote open dialogue and sharing of ideas.
9. Come prepared to meetings so that we can accomplish meeting goals.
10. Provide clear, concise, and consistent project messaging.
11. Do not linger on issues previously decided unless new details or issues emerge.
12. Provide documents and analysis that are easy to understand and provide options for decision makers.

Project Risks and Mitigation

Adhering to Project Schedule

One challenge that comes from a large-scale project such as a Comprehensive Plan Periodic Update, is the ability to lose track of when tasks and deliverables are due. Changes to one deliverable timeline can have a cascading impact on the total project schedule. To mitigate this, the consultant team has developed a project schedule and identified project leads for deliverables. In addition, the charter outlines communication processes, regular check in meetings, how draft documents will get approved, and the use of a regular update (task tracker) document to help ensure deliverables are prepared within the schedule which has been developed.

Implementation of State Law changes/state guidance

The GMA requires modifying the plan to comply with recently passed state legislation, including legislation passed during the 2024 short session. This is crucial for the success of the process and is a high priority for the project team. To mitigate this potential risk the consultant team will implement the following actions to ensure compliance:

- A thorough policy audit of the existing plan against applicable state laws and bills that have passed since the plans adoption will be performed as part of the scope of the work. This audit will act as a guide for the rest of the process when modifying the existing elements. This will help the project team track changes the document has undergone. It will also help the project team clearly communicate to the public what changes in the plan were required by state law. This was discussed at the project kick-off meeting as a necessary step to ensure project success.
- The consultant team will review state provided materials often as part of their workflow. These materials will most likely come from the Department of Commerce or other state resources.
- It is required by the state to submit the comprehensive plan for a 60-day review to the Department of Commerce to ensure compliance. This will be a marked milestone in the project charter to keep the project team on track.
- The consultant team would like to emphasize that one goal of the project is achieve consistency with the Growth Management Act (GMA) RCW 36.70A. This includes any legislation under this act. However, there are certain bills recently passed that the

consultant would like to mention as these bills may have a greater impact on the project's success and therefore will need special attention by the consultant team. The bills are HB 1181, HB 1220, SB 5593, and SB 5275. The consultant team will review any recently passed legislation during the policy audit and incorporate any procedural changes that may impact final adoption into the project timeline such as the inclusion of new elements in the comprehensive plan.

Coordination with Service Providers

It is required by the state to coordinate data sharing and planning efforts with service providers for capital facilities and other elements of the comprehensive plan. Service providers run at varying levels of capacity. Each service provider may have limited staff or data at their disposal that can impact the ability to collect data or reviews to move the project forward. To mitigate this risk the project team will need to coordinate with service providers as early as necessary to collect information on which to build quality analysis. It is the goal of the project team to successfully work with service providers and help the county build lasting relationships with its service providers for continued planning work in the future.

Address Community Concerns

Several topics in the comprehensive plan will likely draw concern. Stakeholders are often cautious about policy changes especially when those changes may result in new land development regulations. These concerns, if not addressed, can impact the success of the project. The project team will use the following strategies to address these concerns:

- Communicate early and often. Throughout the project schedule the community should always be able to learn more about the project scope, reasoning, and recent actions taken to move the project forward. The consultant team will work the County staff to continually provide education on the project, state laws, and recent engagement events.
- Listen and understand. The project team will approach the community engagement plan as a way of understanding the community and then adjusting and crafting the comprehensive plan around their vision. The project team acknowledges that this step is crucial to the success of the project.
- Educate. Informed stakeholders can make a difference for a project and lead to amazing collaboration. The consultant team will strive to clearly communicate the process and parameters that the County is working in, including the legal context of a comprehensive plan, to receive the best engagement possible.

Appendix A – Project Schedule

Appendix B – Project Community Engagement Plan