

La Pine Comprehensive Plan Work Program

ACTIVITIES		Responsible Party	Start Date	Completion Date	Products	Payment Schedule
Task 1:	Consultant Procurement and Manager					
A.	Develop RFP	COIC	June 1, 2008	June 13, 2008	RFP Package	
B.	Advertise/Receive Proposals	COIC	July 3, 2008	July 16, 2008		
C.	Selection Team Review, Selection	City of La Pine	August 15, 2008	July 25, 2008		
D.	Agreement Execution	City of La Pine	August 20, 2008	September 1, 2008	Consultant Agreement	
E.	Contractor oversight/coordination	City of La Pine	September 1, 2008	February 28, 2010		
Task 2:	Literature Search					
A.	Literature and Studies Search	Consultant	September 9, 2008	October 30, 2008		
Task 3:	Population Forecas					
A.	Coordinate Population Numbers/Forecast	Deschutes County	September 19, 2008	November 21, 2008	Adopted Coordinated Population Forecast	
Task 4:	Citizen Participation Elemen					
A.	Refine and Map Citizen Participation Process and Structure (Goal 1)	Consultant	September 9, 2008	November 21, 2008	Citizen Participation Plan; Goal 1 Element goals, findings and policies	
B.	Public Town Hall Meetings	Consultant	September 19, 2008	June 30, 2009	3 Public Meetings	
C.	Community Visioning and Design Charrette	Consultant	September 19, 2008	June 30, 2009	2 Visioning Events	
D.	Citizen and Technical Committee meetings	Consultant	September 19, 2008	June 30, 2009	15 Committee Meetings (2 per task)	
E.	Community Workshops	Consultant	September 19, 2008	June 30, 2009	5 Meetings	
Task 5:	Buildable Lands Analysis:					
A.	Buildable Lands Inventory	Deschutes County Planning and Consultant	September 19, 2008	November 21, 2008	Buildable Lands Inventory	
B.	Buildable Lands Needs Analysis – 20 years	Consultant	September 19, 2008	November 21, 2008		
Task 6:	Agricultural and Forest Lands Element					
A.	Agricultural Land Element (Goal 3)	Consultant	September 19, 2008	November 21, 2008	Goal 3 Element goals, findings and policies	
B.	Forest Land Element (Goal 4)	Consultant	September 19, 2008	November 21, 2008	Goal 4 Element goals, findings and policies	Billing #1
Task 7:	Housing Element					
A.	Housing Needs Analysis	Consultant	November 24, 2008	March 27, 2009		
B.	Housing Element (Goal 10)	Consultant	November 24, 2008	March 27, 2009	Goal 10 Element goals, findings and policies	
Task 8:	Economic Development Elemen					
A.	Economic Development and Employment(Goal 9)	Consultant	September 1, 2008	October 31, 2008	Goal 9 Element goals, findings and policies	
Task 9:	Public Facilities Element:					
A.	Water (Goal 11)	Consultant	November 24, 2008	March 27, 2009		
B.	Sewer (Goal 11)	Consultant	November 24, 2008	March 27, 2009		
C.	Surface Drainage (Goal 11)	Consultant	November 24, 2008	March 27, 2009	Goal 11 Element goals, findings and policies	
D.	Fire Protection (Goal 11)	Consultant	November 24, 2008	March 27, 2009		
E.	Transportation (Goal 12)	Consultant	November 24, 2008	March 27, 2009	Goal 12 Element goals, findings and policies	
Task 10:	Natural Resources and the Environment Elemen					
A.	Historic Preservation (Goal 5)	Historic Contractor	November 24, 2008	March 27, 2009	Goal 5 Element goals, findings and policies	
B.	Air, Water and Land (Goal 6)	Consultant	November 24, 2008	March 27, 2009	Goal 6 Element goals, findings and policies	
C.	Parks, Recreation (Goal 8)	Consultant	November 24, 2008	March 27, 2009	Goal 8 Element goals, findings and policies	
D.	Hazard Mitigation - Floodplains (Goal 7)	Consultant	November 24, 2008	March 27, 2009		
E.	Hazard Mitigation - Fire Hazards (Goal 7)	Consultant	November 24, 2008	March 27, 2009	Goal 7 Element goals, findings and policies	
F.	Hazard Mitigation - Other Hazards (Goal 7)	Consultant	November 24, 2008	March 27, 2009		
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Task 11:	Compile Plan Documen					
A.	Compile Products into Draft Comp Plan	Consultant	January 5, 2009	March 27, 2009	Draft Comp Plan	Billing #2
B.	Develop Draft Land Use Map	Consultant	March 2, 2009	June 30, 2009	Draft Land Use Map	
C.	Establish Urban Growth Boundary	Consultant	March 2, 2009	June 30, 2009	UGB Boundary Map	

	D.	Develop findings for Comp Plan and UGB adoption	Consultant	March 2, 2009	June 30, 2009		
	E.	Prepare Final Draft Comp Plan and findings, land use map, UGB	Consultant	March 2, 2009	June 30, 2009	Final draft Comp Plan	Billing #3
Task 12:		Adoption					
	A.	Submit 45 Day Notice to DLCDC	Consultant	July 1, 2009	July 25, 2009		
	B.	Submit Final Grant documentation to DLCDC	City of La Pine	July 1, 2009	July 25, 2009		
	C.	Public Hearings	Consultant and City of LaPine	August 1, 2009	December 31, 2009		
	D.	County co-adoption hearings; UGB formation	Deschutes County, Consultant and City of LaPine	January 1, 2010	February 28, 2010		Billing #4 (final)
	E.	DLCDC review of UGB proposal	City of La Pine	March 1, 2010	April 30, 2010	Comp Plan Acknowledgement	