**GENERAL PLANNING, ZONING AND STRATEGIC ECONOMIC DEVELOPMENT CONSULTATION SERVICES**

1. **SCOPE OF SERVICES**
	1. Consultant shall be a professional planning consultant firm qualified to provide general planning, zoning and strategic economic development services as requested.
	2. Consultant shall assist the County Staff (Staff) with on-call services related to the continuous update of the Comprehensive Plan, development of projects or analysis identified in the Comprehensive Plan, update of the Land Development Regulations (LDR) and Subdivision Regulations, guide and coordinate updates to the Comprehensive Plan and LDR that are in alignment, provide both short-term and long-term planning recommendations, economic development support activities for the County’s Strategic Corridors, and additional planning and development matters as directed by County Project Manager.
		1. Planning services to include but are not limited to the following: site-specific or area master plans, planning studies, analysis of planning data, urban design plans or guidelines, community facilities planning, street-level renderings and visuals, preparation of framework and/or guidelines for development.
		2. Assist Staff in preparing amendments for LDR and Comprehensive Plan as requested.
		3. Prepare reports, documents, plans, policy evaluations or other special projects as directed by the County Project Manager.
		4. Manage long-term and short-term projects for planning, zoning, and economic development which may include consulting with other vendors and serving as a liaison between other vendors and Lake County.
		5. As requested, qualified engineering staff may be asked to review and comment on site plans.
		6. Work with Staff to draft policies to adopt into the Comprehensive Plan with associated staff reports, applicable data, inventory, and analysis.
		7. Assist in the review of development proposals when requested by Staff.
		8. Support the County’s efforts to collaborate with Lake County’s municipalities in the development of Joint Planning Area (JPA) agreements and resolving growth management and land development conflicts.
		9. Provide strategic advisory services to Staff in developing implementation plans for the County’s Strategic Economic Development Corridors.
		10. Attend meetings (internal, external and virtual) as necessary.
		11. Other planning, zoning, and/or economic development -related tasks as requested by the County Project Manager.
2. **CONSULTANT’S RESPONSIBILITIES.**
	1. The Consultant is an experienced planning/consulting firm having the skill, legal capacity, and professional experience and ability necessary to perform all the services required under this Agreement.
	2. The Consultant has the capabilities, resources, and workload availability necessary to perform the obligations of this Scope of Services.
	3. The Project Lead shall be certified by the American Institute of Certified Planners (AICP).

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