

Lowndes County Unified Land Development Code Update

Exhibit A – Scope of Services

TASK #1: UPDATE SECTIONS OF ULDC

- a) The County will provide a spreadsheet listing and description of the selected sections of the Lowndes County Unified Development Code (the “ULDC”) that require revision or update.
- b) The County will provide background documents and zoning and land development case notes which support the need for revisions to the ULDC, staff notes that have been accumulated addressing needed ULDC updates, and other documentation necessary to perform the Project.
- c) The Consultant will provide technical assistance to the County, research best practices, and provide draft text, tables, or graphics to update or revise selected sections of the ULDC.
- d) Working together, the Parties will establish a priority order for the selected sections of the ULDC that require revision or update.
- e) Once the priority order is established, the work to update or revise selected sections of the ULDC will generally follow the following steps.
 - 1) GMC will review the background documentation provided by the County.
 - 2) GMC will research best practices, as applicable.
 - 3) GMC will prepare a draft revision or update to the selected section of the ULDC.
 - 4) The County will review and provide comments on the draft revision or update.
 - 5) The Parties will discuss the selected section in a meeting, make necessary revisions, and prepare the selected section for legal review.

Task #1 Update Sections of the ULDC Deliverables:

- a) The County provides listing of selected sections of the ULDC that require revision or update.
- b) The County provides background documentation.
- c) The Parties jointly establish priority order for selected sections of the ULDC that require revision or update.
- d) GMC provides draft updates and revisions to selected sections of the ULDC.
- e) The Parties jointly prepare the selected sections for legal review.

TASK #2: MEETINGS WITH THE COUNTY

To ensure that the Project remains on schedule, the Parties will establish a standing meeting time each week to review the progress of the Project. The agenda for these meetings will include a report on accomplishments; discussion of issues, questions, and challenges; discussion of next steps; and other topics relevant to the Project.

Task #2 Meetings with the County Deliverables:

- a) Weekly Project Update Meetings