

SCOPE OF WORK

1. Project analysis for larger current planning projects and associated preparation of permit analysis report, CEQA review, public hearing presentations and communication with resource agencies.
2. Various Mill Site related projects, including preparation of an LCP amendment to rezone the mill site and preparation of associated studies and reports necessary to complete a Local Coastal Amendment to the Coastal Commission. She will work in partnership with staff to facilitate effective communication with the Coastal Commission regarding the LCP amendment and rezoning throughout the process. This work will also include preparing and presenting reports to the City Council and Planning Commission. MJC will also work with staff to develop and implement an effective community participation process to inform the LCP amendment.
3. Occasional Grant writing to support the work of the Community Development Department within the community.
4. Ongoing short (1 to 2 hr) training sessions with existing staff to improve their planning knowledge, analytical abilities, communication skills, and writing.