



February 20, 2020

ADDENDUM #1

**RFP 20-05 CLARIFY, SIMPLIFY, REORGANIZE & UPDATE THE
ZONING & SUBDIVISION ORDINANCES**

*******ATTENTION BIDDERS*******

(To be completed and returned with the proposal)

1. Q: On a scale of 1-10, how many of the articles require rewrite vs. just filling in holes? Are there any safe articles?
A: All of the articles in the zoning ordinance need to be reviewed but we anticipate the commercial zoning districts and related development standards will require the most work.
2. Q: The RFP mentions an economic development study. What are the goals of that in relation to this rewrite? What is the timeline for the study? How much overlap is there with that study and the rewrite?
A: The RFP for the economic development strategy and market study should be released in spring 2020. The project is anticipated to take six months to complete. Results from the market study should be utilized by this consultant in updating the commercial zoning districts.
3. Q: What was the comprehensive plan process like? What type of community engagement was done? Anything creative?
A: While the Town Council and Planning Commission had a lot of input at work sessions, most of the input from the public came during the public hearing process. The plan itself was a complete overhaul from previous plans. Our webpage has previous comprehensive plans posted as well as a page with background info for the RFP.
4. Q: What do you anticipate staff involvement to be in outreach?
A: Town staff plans to be very involved in community engagement activities for this project. We are open to all creative ideas.
5. Q: How active has the community been in the past? Are there any specific voices that are more vocal?
A: Neighbors of proposed Maple Avenue Commercial (MAC) rezoning projects have been very involved. They have attended and provided comments during the public hearings for those projects at both Planning Commission and Town Council meetings. Concerns have centered on the amount of multifamily proposed in mixed-use developments as well as concerns over the height, massing and density of the projects. The MAC Zone is currently suspended.
6. Q: For the examples of work requested, can those be provided on flash drives and can the cover page be included as an appendix?
A: Yes, examples of work can be provided on flash drives. If doing so, five flash drives should be provided. And, yes, the cover page can be included as an appendix.
7. Q: Is the Town Attorney in house?
A: He is in Town Hall two days a week.



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8. Q: When was the last time a consultant was used for the Town code?

A: Implementation of the Maple Avenue Vision, which resulted in the creation of the MAC Zone, was the most recent time a consultant was retained by the Town to update the zoning ordinance. The MAC Zone was adopted by Town Council on October 20, 2014.

ALL OTHER TERMS, CONDITIONS, AND SPECIFICATIONS SHALL REMAIN THE SAME.

A copy of this signed addendum must accompany your response as an acknowledgment of its receipt:

NAME AND ADDRESS OF VENDOR:

PHONE #: _____ EMAIL: _____

NAME OF AUTHORIZED REPRESENTATIVE:

Please Print

SIGNATURE: _____ DATE: _____