**Scope of work**

**August 31, 2022**

Planning Systems Evaluation

1. Culture expectations: delivering on outcomes that align with the vision of Chapel Hill
2. Guide outcomes through a focus on successful implementation
3. Review policy update/LUMO work underway to clarify alignment
4. Establish the relation to Complete Community Strategy/ City Building (facilitating future vision versus regulator)
5. Assessment of the Role of Boards and Commissions to find efficiencies
6. Create developer participation in the review to build confidence/trust
7. Assess/use information that Planning has collected on the planning systems

Approach

1. Interview all departments
2. Interview Board and Commission chairs
3. Consult the Development Industry
4. Interview Council members (as desired through self-selection)
5. Establish a best practice for alignment of vision with the delivery of city building outcomes
6. Present draft recommendations for feedback
7. Finalize recommendations and assist in implementation, as requested/needed

Deliverable: Roadmap to implementation

1. Assessment: what is working and what needs to change
2. Recommendation for process improvements - to code, policy and development review
3. How to achieve cultural change
4. Develop a system for high-level, long-term planning so that the Town continues to look out and can pivot when needed.