

March 5, 2021

Christina Taylor
Community Development Director
City of Beaumont
550 E. 6th Street
Beaumont, CA 92223

Regarding: Proposal for the Preparation of Objective Design Standards

Dear Ms. Taylor:

We are pleased to provide a scope and budget for preparation of objective design standards for the City of Beaumont. The scope of work is based on our understanding of the City's needs and experience preparing objective design standards.

Our proposal includes an estimated budget for each task, and we are willing to modify the scope of work and budget to accommodate the City's needs.

Scope of Work

TASK 1: INTIATION AND ANALYSIS

- A. **Project Initiation.** LWC will prepare for and attend a project initiation meeting with City staff (via teleconference) to review the project scope of work and confirm project goals and objectives. At the initiation meeting, LWC and the City will also discuss applicable material, including the recently updated General Plan and amended Zoning Code, the City's process and criteria for plot plans/architectural/design review, recent State legislation as it relates to the project, example developments in Beaumont that represent desired architectural and design outcomes, and example developments that fall short of community expectations.

It is anticipated that LWC has the City documents necessary for this effort, but if any additional material would be beneficial, LWC will submit a formal document request to City staff following the project initiation meeting. LWC will prepare summary notes from the project initiation meeting and provide to City staff.

After the project initiation meeting, LWC will incorporate the timing for this effort into the overall schedule for the Housing Element Update.

- B. **Analysis.** LWC will conduct an assessment relevant to single-family, multi-family, and residential mixed-use design to inform the project efforts. This task will include:
- An evaluation the Zoning Code for consistency with recent State law, including but not limited to SB 35, SB 330, and AB 1485;
 - A review of the City's relevant subjective and objective standards for single-family, multi-family, and residential mixed-use development for consistency with best practices; and

- An analysis of existing characteristics of the City's built environment to identify exemplars and unique attributes.

Deliverables:

- Project initiation meeting agenda and summary notes
- Document request (if necessary)
- Updated schedule

TASK 2: RECOMMENDED STANDARDS

LWC will prepare recommended objective design standards for single-family, multi-family, and residential mixed-use development. Recommended standards will supplement and not conflict with existing Zoning Code standards. Recommended standards may include objective standards for:

- Façade articulation
- Compatibility with adjacent shorter buildings with a height difference of one story or more
- Building entries
- Building materials
- Parking design/access

Design standards will not address or alter basic development standards (e.g., density, setbacks, overall building height, lot coverage, parking ratios, etc.) or include standards for architectural style, window placement and design, privacy, roof design, building colors, or other standards not listed above. Recommended design standards will comply with requirements in applicable law, including SB 35 and SB 330.

LWC will prepare a draft memo summarizing the recommended objective design standards for City review. LWC will finalize the memo after City comments are received.

Deliverables:

- Objective Design Standards Recommendation Memo (draft and final, Word)

TASK 3: DRAFT STANDARDS

LWC will prepare an Administrative Draft of the objective design standards as Zoning Code amendments (i.e., track changes in Word), including texts and graphics. Following City staff review of the Administrative Draft, LWC will prepare a Public Review Draft. After an opportunity for public review, LWC will prepare a Public Hearing Draft that incorporates any community feedback as directed by City staff.

Deliverables:

- Administrative Draft Objective Design Standards
- Public Review Draft Objective Design Standards
- Public Hearing Draft Objective Design Standards

TASK 4: PUBLIC HEARINGS

LWC will participate in two public hearings for adoption of the objective design standards. One hearing is anticipated to be a Planning Commission hearing, and the other is anticipated to be a City Council hearing.

LWC assumes virtual participation and attendance with meeting materials prepared by LWC. It is assumed that City staff will set up the virtual platform link (e.g., Zoom, etc.), prepare and distribute notifications for the meetings, and participate to help address questions during the meetings.

Deliverables:

- Meeting presentations (draft and final, PPT)

TASK 5: FINAL STANDARDS

LWC will prepare the final objective design standards based on Council action and provide to City staff.

Deliverables:

- Final Objective Design Standards

OPTIONAL TASK: COMMUNITY MEETINGS

LWC will lead two community meetings for this effort. The first public meeting will engage the community in a discussion about objective design standards and gather feedback on the Objective Design Standards Recommendation Memo. At the meeting, LWC will provide an overview of the project objectives, proposed objective design standards, and solicit the community’s input. The second public meeting will be to discuss the objective design standards Public Review Draft.

LWC assumes virtual participation and attendance with meeting materials prepared by LWC. It is assumed that City staff will set up the virtual platform link (e.g., Zoom, etc.), prepare and distribute notifications for the meetings, and participate to help address questions during the meetings.

Deliverables:

- Meeting presentations (draft and final, PPT)
- Meeting summary notes (draft and final, Word)

Budget

Task 1: Initiation and Analysis	\$6,825
Task 2: Recommended Standards	\$7,745
Task 3: Draft Standards	\$17,850
Task 4: Public Hearings	\$6,530
Task 5: Final Standards	\$895
TOTAL	\$39,845
Optional Task: Community Meetings (2)	\$11,610
Contingency (10%)	\$3,985

Assumptions

- The City will be responsible for any CEQA analysis associated with this project.
- Outreach efforts will be virtual and on-line due to COVID-19 restrictions.
- Deliverables will be provided digitally (e.g., Word, PDF) unless otherwise stated and agreed upon by LWC and the City.
- Comments will be submitted to LWC as a single set of consolidated, complete, non-conflicting, actionable items.