



Community Planning and Environmental Associates

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Proposed Scope for Updating Town of Olive Subdivision Law

1. Review existing subdivision law and other relevant documents.
2. Meet with local Committee after their recommendations have been made.
3. Attend one meeting to discuss how those recommendations can be implemented via subdivision law updates. This preferably would be via a zoom call.
4. Draft language to subdivision law to incorporate changes needed to implement the direction desired by Town.
5. Submit a redlined version to Town Board (showing all proposed edits).
6. Meet with Town Board (and others as they may want to include) to present updated law and answer questions. This preferably would be via a zoom call. This is envisioned as one meeting.
7. Offer updates/edits as may be needed as the draft law is reviewed by the Town Board and its committees, attorney, and public at public hearing.
 - a. Note this does not include attendance at a public hearing.
 - b. This may require additional interaction/meetings with the Town Board or others as the process moves along. Additional meetings preferably would be via zoom call.
8. Provide final version of updated subdivision in local law form for adoption.
9. Assist Town Board with SEQR related to adoption of the local law.

Fees and Estimated Budget Range

Nan Stolzenburg: \$120 per hour

Rick Lederer-Barnes: \$100 per hour (GIS Planner) – GIS mapping is not anticipated as needed in this process, but should it become necessary, we can provide mapping services.

Estimated Fees: \$5,400 to \$8,000