

## Form 4.b. – Work Plan and Schedule of Deliverables

STRATEGIC GROWTH COUNCIL/Department of Conservation, Administrator – Sustainable Communities Planning Grant Award

Grantee: Tahoe Metropolitan Planning Organization Grant Number : *(leave blank)* \_\_\_\_\_

Project Objectives: Enhancing The Tahoe Basin Sustainable Communities Program

High Level Activities/Milestones	Responsible Parties	Schedule of Deliverables (Months from Start. Start year: 2012)
<b>TASK 1: Project Management</b>		
Sub-Task A: Provide all technical and administrative services as needed for the administration and compliance of grants and contracts.	Tahoe Metropolitan Planning Organization (TMPO)	a)Progress Reports (As Necessary) b)Quarterly Status Updates (Quarterly)
<b>TASK 2: SB375 Local Planning and Implementation Tool-Kit</b>		
Sub-Task A: Policy Development	City of South Lake Tahoe, El Dorado County, Placer County	a)Final Policy Document Amendments (Month 15)
Sub-Task B: Design Guidelines and Standards	City of South Lake Tahoe, El Dorado County, Placer County	a)Prepare Local Area Plans with Updated Design Guidelines and Standards (Specific Plans and Codes) (Month 19)
Sub-Task C: Land Use Classifications/Zoning	City of South Lake Tahoe, El Dorado County, Placer County	a)Prepare Local Area Plans with Updated Local Land Use Maps (Month 19) b) Prepare Local Area Plans with Updated Local Zoning Maps and Ordinances (Month 15)
Sub-Task D: Housing element updates	City of South Lake Tahoe, El Dorado County, Placer County	a)Housing Existing Conditions and Inventory Report (Month 12) b)Local Housing Needs Assessment (Month 9) c)Updated Local Housing Elements (Month 15)
Sub-Task E: Public Outreach	City of South Lake Tahoe, El Dorado County, Placer County, Sierra Nevada Alliance	a)Public Workshops (12) (Periodic through Month 24) b)Targeted Outreach to Traditionally Underserved Population (Periodic through Month 24)

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<b>TASK 3: Regional Development Rights Tracking System</b>		
Sub-Task A: Development Rights Tracking System Assessment and Selection	Tahoe Regional Planning Agency	a)System Requirements, Assessment and Findings Documentation (Month 6)
Sub-Task B: Implement Electronic Tracking System	Tahoe Regional Planning Agency	a)Software Purchase (Month 8) b)System Training & Testing (Month 12)
Sub-Task C: Inventory Identification	Tahoe Regional Planning Agency	a)Populate Tracking System with Data (Month 15)
Sub-Task D: Public System Roll-out	Tahoe Regional Planning Agency	a)Press Release for System Launch (Month 17)
<b>TASK 4: Tahoe Regional Indicators Program and Annual Report</b>		
Sub-Task A: Obtain Regional Indicators Data	TMPO, TRPA, Tahoe Prosperity Center	a)Final Indicators for Inclusion in Annual Report (Month 4)
Sub-Task B: Implement Regional Data Sharing/Management Program	TMPO, TRPA, Tahoe Prosperity Center	a)Executed Data Sharing/Management MOU (Month 6) b)Data Sharing/Management Process Operational (Month 7)
Sub-Task C: Web-Based Dashboard Implementation	TMPO, TRPA, Tahoe Prosperity Center	a)Software Integration (Month 5) b)System Training & Testing (Month 9)
Sub-Task D: Prepare and Publish Final Tahoe Annual Report	TMPO, TRPA, Tahoe Prosperity Center	a)Release Updated Tahoe Annual Report (Month 12)
Sub-Task E: Lake Tahoe Sustainability Collaborative Support	TMPO, TRPA, Tahoe Prosperity Center, Sierra Nevada Alliance	a)Regional Indicators Program Support (Ongoing) b)Lake Tahoe Sustainability Collaborative Management (Ongoing) c)Stakeholder Engagement and Outreach (Periodic through Month 24)