

**STAFF SUMMARY**  
**For**  
**BOCC MEETING PRESENTATION**

**Meeting Date:** July 12, 2017

**Staff Lead:** Kyle Fenner

**Effected Departments and Offices Effected:** CDS

**Topic:** Approval of specific project contract for services with Baseline.

**1. Purpose:** To Contract with existing contractors (Baseline Engineering, Inc.) to rewrite the Elbert County Zoning Regulations, Subdivision Regulations and to fold the 1041 regulations into these two new sets of regulations.

**2. Background:** Baseline has been working as CDS staff planners and engineers for all land use applications since the beginning of 2016. They have been working with the existing regulations and have firsthand knowledge of where they are strong, weak, duplicative, conflicting, etc. The current regulations have not be visited as a whole and fully revamped in decades. There are problems with the regulations because they have been patched over time. A fix in one place often causes an unintended reaction in another.

**3. Key Points:** The County has a great working relationship. Efficiency using a contract we already work with who has worked with the regulations. They have firsthand understanding and they have the talent. This contract is an addition to the Scope of Services as discussed in primary contract that the County has with Baseline as

**4. Impact on County:**

**a. Fiscal:** A clearer more user friendly set of regulations will enhance efficiency in processing land use applications. It will also affect the “image” of Elbert County as an efficient place to do business.

**b. Services:** None

**c. Infrastructure:** None anticipated

**5. BOCC Action Required:** Approval of the contract as presented.

**6. Required Decision Date:** July 12, 2017.

**7. Point of Contact:** Kyle Fenner