



June 1, 2012

Krista Linke, Director of Planning & Economic Development
City of Franklin
70 E. Monroe Street, 3rd Floor
Franklin, Indiana 46131

Re: Comprehensive Plan Update

Dear Krista:

Are you excited about Franklin's future? I know I am! It is my pleasure to submit this proposal in response to your Comprehensive Plan Update Request for Proposals. During our meeting last week, it was apparent to me that Franklin is ready to plan an outstanding future, and I would really like to be part of your journey.

My firm, The Planning Workshop, Inc. specializes in providing expert communication and educational services coupled with local planning. As you can see from the motto on my letterhead, I believe that the most effective planning happens when there is good communication and education as part of the process. I work really hard to make sure that throughout the planning process we reach out to the whole community. When that happens, everyone becomes a stakeholder and the resulting plan is embraced by the community. I also incorporate training into the planning process, so that we can have the information we need to make informed decisions.

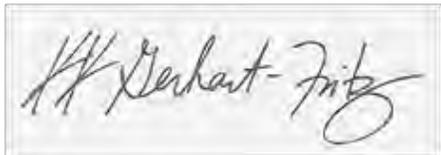
I have been a planner for over 25 years, and one thing that I have learned from being in both the private sector and the public sector, is that a successful planning process should be started with implementation in mind. Implementation is a big part of all my plans, and I believe that is why every one of the 20 comprehensive plans I have worked on has been adopted.

For the plan to be a success, it must be a team effort. That team includes City of Franklin officials and staff, the citizens of your community and The Planning Workshop Team, your consultants. I have assembled a talented multi-disciplinary group of consultants that can offer the City seasoned expertise, realistic alternatives and creative solutions as you update your plan. Your City is already familiar with CrossRoad Engineers PC and Remenschneider Associates, Inc. I have known Ken Remenschneider, since we were in college. Ken's firm does an excellent job helping us all visualize future possibilities. CrossRoad Engineers and Remenschneider Associates both bring their working knowledge of your community to our team. CrossRoad Engineers will be available to assist with infrastructure and transportation issues related to the plan and we look forward to involving Franklin's new engineer into the process when that position is filled. My experience has proven that the most successful comprehensive planning efforts occur when local government staff works closely with the consulting team. The Planning Workshop Team is prepared to assist your City in achieving this goal.

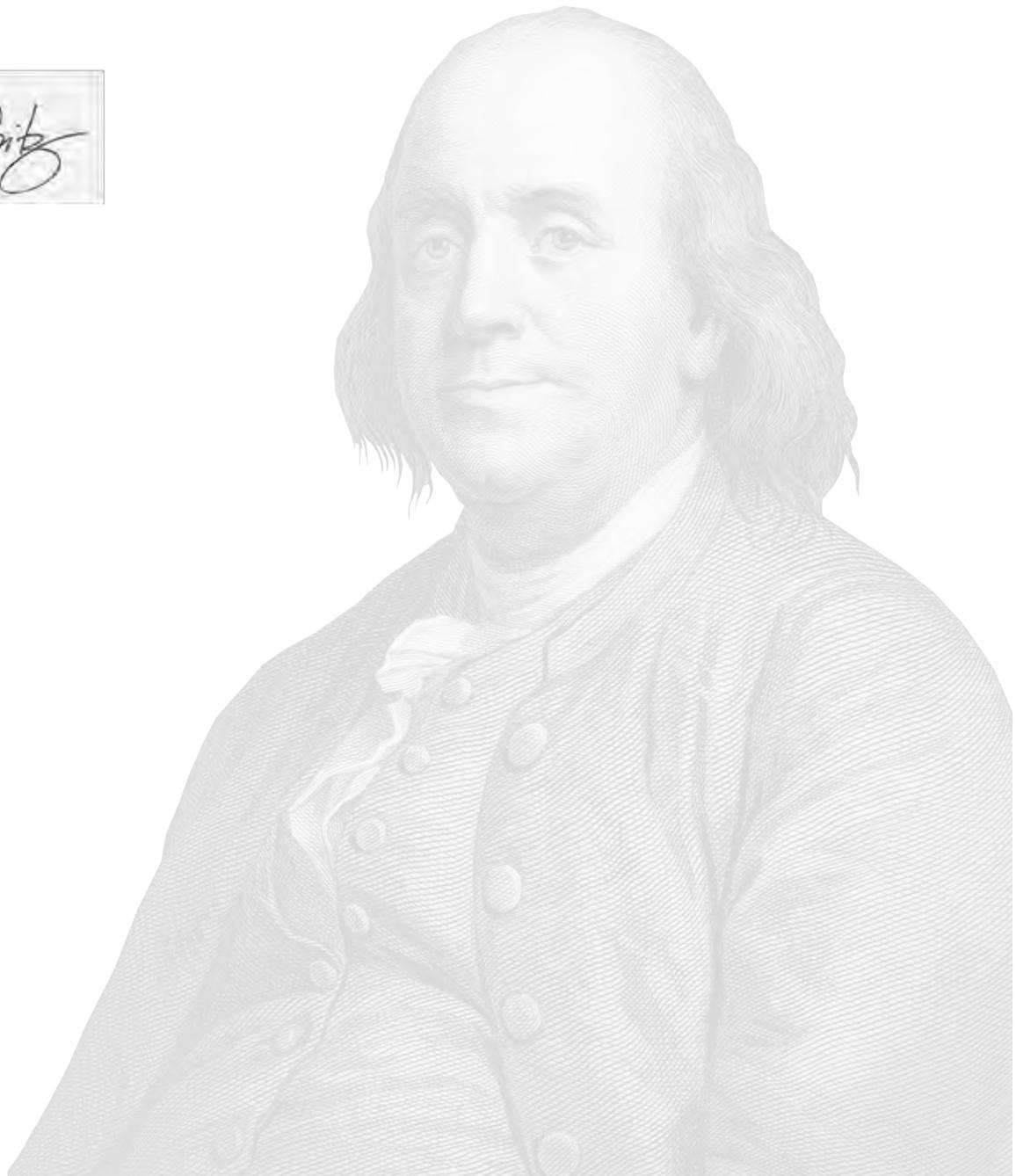
In addition to reaching the desired outcomes stated in the RFP, we believe your comprehensive plan should be a tool to help Franklin accomplish other great things. Your updated comprehensive plan can play an important role in economic and community development. In addition, The Planning Workshop Team believes that Franklin's new plan should be crafted in a fashion to support and augment funding opportunities, like Indiana's Stellar Communities Program. The issues addressed in your comprehensive plan can also become a common focus for agencies and organizations, prompting new interactions and efforts. There are many other possibilities that will be explored as we proceed with your Comprehensive Planning process.

Thank you for the chance to submit The Planning Workshop Team's qualifications. I look forward to working with you.

Very truly yours,

A rectangular box containing a handwritten signature in black ink that reads "K.K. Gerhart-Fritz".

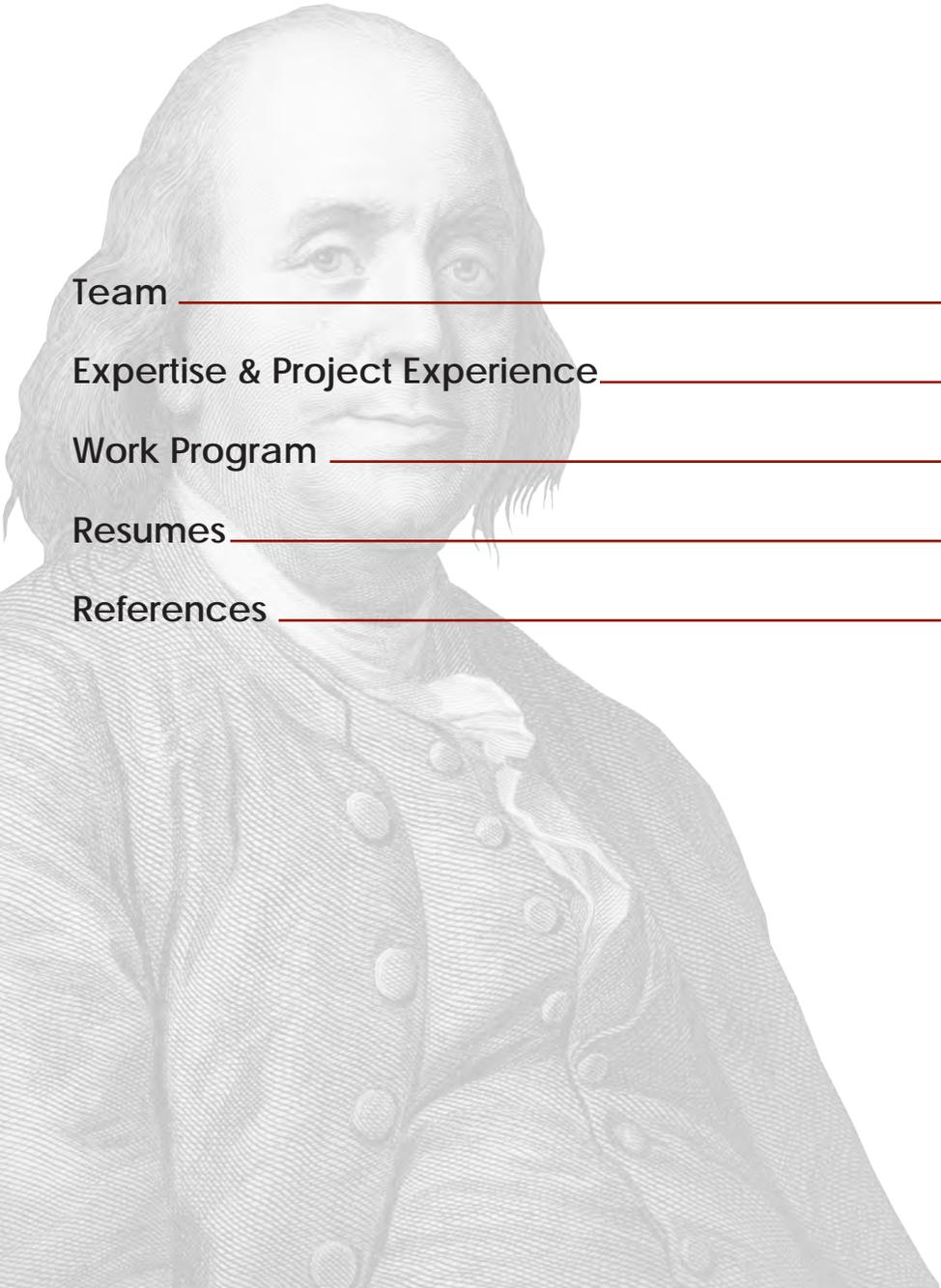
K.K. Gerhart-Fritz, AICP





■ **Comprehensive Plan Update
Franklin, Indiana**

■ **The Planning Workshop Team**
Statement of Qualifications



Team	01
Expertise & Project Experience	02
Work Program	03
Resumes	04
References	05



01. TEAM

The Planning Workshop Team

Team - Introduction

TEAM CONSULTANTS

The Planning Workshop, Inc.

7829 Wawasee Court
Indianapolis, IN 46250
p: 317.501.1988

The Planning Workshop was founded in response to requests from communities for help. Our client communities realized that they needed help in improving their planning activities, and turned to K.K. Gerhart-Fritz for assistance. Our name, The Planning Workshop, was chosen because it demonstrates that planning is a hands-on, participatory process.

The firm's motto is *Communication + Education = Effective Planning*.

The Planning Workshop provides consulting services, including planning, ordinance development, training (education) and facilitation (communication).

Communication

The Planning Workshop believes that true communication is a two-way process. We provide a full range of public involvement services for local government and other organizations. Services available include:

- Public participation plans
- Meeting facilitation
- Visioning retreats
- Workshops and charrettes

Education

The Planning Workshop believes that education is a life-long process and that education is necessary for informed decision-making. Education is a part of all our planning projects. We provide a full range of customized on-site training services for local government and other organizations. Services available include plan commission and board of zoning appeals training, and citizen planning courses. The programs are customized to meet the unique needs of each community. Past topics have included Comprehensive Planning, Ethics, Running a Public Meeting and Implementation.

Effective Planning

The Planning Workshop works to ensure that an optimum planning process takes place, because we believe that the process is just as important as the final product (the plan). Many of our plans have been the catalyst for new community partnerships. It is also important to note that all of The Planning Workshop's plans have been adopted by the local government client, an extremely unusual but positive endorsement for our firm's work.

Team - Introduction & Personnel

Remenschneider Associates, Inc.

212 W. 10th Street, Suite B435
Indianapolis, IN 46202
p: 317.955.9960

Remenschneider Associates is an urban planning and landscape architecture firm providing creative design solutions to private and public land development challenges, while utilizing strategies that target sustainable economic development. The firm performs its' work with respect and concern for our clients' needs, our employees well being and the environment within which we live.

Remenschneider Associates is a planning and landscape architectural firm founded in 1989 focused on providing design services to the private and public sectors primarily within central Indiana. Completed projects include master planning for municipal parks, office parks, residential subdivisions, wildlife habitat and mixed use developments; urban design and redevelopment plans for a wide range of commercial, institutional and residential clients.

'Opportunity Planning' is a signature service the firm offers to deliver design solutions for a wide variety of clients. Land development and site improvement plans are prepared for environmentally responsible performance while demonstrating unrealized opportunities inherent within clients' properties.

CrossRoad Engineers, PC

3417 Sherman Drive
Beech Grove, IN 46107
p: 317.780.1555

CrossRoad Engineers is a civil engineering firm founded 17 years ago. All of our owners are professional engineers and/or land surveyors and the focus of our practice is transportation and municipal projects. Not only are all of our owners registered professionals in the State of Indiana, they are actively involved leading projects. We have received numerous commendations from clients would appreciate the opportunity to present them to you. In our 17-year history, only three full-time employees have decided to leave our firm and work for a competitor. To our clients, this means that there is consistency throughout their project's development without lost time to bring "new people" up to speed. The size of our staff has steadily increased since our inception. We have 15 graduate engineers on staff. In total, we have 34 in-house, technical staff members that provide engineering and surveying services. It is important to note that our entire staff is technical and each one can "wear more than one hat."

Staff member	Project Role	Contact
K.K. Gerhart-Fritz, AICP (TPW)	Principal in Charge	317.501.1988
Ken Remenschneider, CLARB (RAI)	Principal in Charge	317.955.9960
Brandon Schreeg, RLA (RAI)	Production Manager	317.955.9960
Kelsey Behl, ASLA (RAI)	Design/Production	317.955.9960
Trent Newport, PE (CRE)	Transportation Engineer	317.780.1555



02. EXPERTISE & PROJECT EXPERIENCE

The Planning Workshop Team

The Planning Workshop, Inc.

The Planning Workshop was founded in 2002 while founder and firm president K.K. Gerhart-Fritz was teaching full-time in the College of Architecture & Planning at Ball State University. Indiana communities were looking for a small firm that could provide personal attention and proven success to guide them in their local government planning efforts.

Offering both creative and practical solutions, while paying close attention to clients, The Planning Workshop quickly became so successful that K.K. was able to leave her full-time teaching job and concentrate on her planning consulting work. The firm was incorporated in 2009. The Planning Workshop is currently applying for WBE designation.

Our Clients

Almost all of The Planning Workshop's clients are repeat clients, which speaks volumes about the quality of our work and client satisfaction. The Planning Workshop has chosen to work exclusively with local governments and non-profits in Indiana. Whether working alone or as a subcontractor to a larger architecture or engineering firm, Indiana's associations, cities, towns and counties know they can count on our firm's quality efforts and attention to detail, to help them through the sometimes controversial planning and/or public input process.

Our Projects

The Planning Workshop works to ensure that an optimum planning process takes place, because we believe that the process is just as important as the final product (plan). Our final products are always ready to implement and all of our plans and ordinances have been adopted, which is unusual in the planning field. We offer a variety of planning services to local communities, including:

- Comprehensive planning
- Training for local officials
- Specialty plans: parks, neighborhoods, downtowns, corridors
- Subdivision control and zoning ordinance development
- Public input coordination

Ourselves

K.K. Gerhart-Fritz, who also serves as President of the firm, owns The Planning Workshop, Inc. She has over 25 years of local government planning experience, with almost half of that experience as a public sector employee, so she has a first-hand understanding of how government works. She is a nationally known speaker and planning educator, who has won numerous awards for her work, including Indiana's esteemed Planning Sagamore Award.

Comprehensive Planning Experience

Avon, IN

Blackford County, IN

Boone County, IN

Brownsburg, IN

Columbus, IN

Dallas, TX

Danville, IN

Greenfield, IN

Greenwood, IN

Hendricks County, IN

Henry County, IN

Hope, IN

Jackson County, IN

Martinsville, IN

Mooreville, IN

Morgan County, IN

Muncie-Delaware County, IN

New Albany, IN

Owen County, IN

Putnam County, IN

Shelby County, IN

Spencer, IN

Winfield, IN

Zionsville, IN

Comprehensive Plan - Avon, Indiana

Avon, Indiana has more than doubled in population since it was incorporated in 1995. The Town decided it was important to update their comprehensive plan in time for their 10th anniversary, and set a deadline for completion by the end of 2005. Not surprisingly, managing growth was at the forefront of the community's concerns. This fast-track plan contains designated priority growth areas and growth management policies, as well as an extensive implementation section.



Comprehensive Plan - Hope, Indiana

K.K. is part of a team hired to help Hope, Indiana plan for their future. This historic town is often over-shadowed by neighboring city, Columbus, but has its own unique character to offer. She has assisted them with updating their town's vision, which "is to offer HOPE and opportunity for all people to prosper through our quality of life, our small town charm and reverence of our heritage." With these ideals as the basis of their comprehensive plan, community character gets equal weight with the more traditional development and infrastructure issues.

Comprehensive Plan - Winfield, Indiana

Winfield was founded in 1993, but by 2000, the Census Bureau named the Lake County town as the fastest growing community in Indiana, a title they kept through 2005. Because of the tremendous development pressure Winfield faced, they asked Ms. Gerhart-Fritz to assist them in updating their comprehensive plan, while also helping them create a sense of community. The planning process included a very successful citizen survey (24 % response rate) that helped set the direction for Winfield's future. The plan, which includes development recommendations, also laid the foundation for other follow-up tasks, including creation of an annexation plan, and development of transportation and park master plans.



Thoroughfare Plan - Danville, Indiana

As a small town that is part of the Indianapolis region and part of the Indianapolis Metropolitan Planning Organization, Danville needed to update their 1996 thoroughfare plan to not only get more consideration for funding, but also to reflect changes in transportation attitudes and practices over the past 15 years. Local officials once again selected Ms. Gerhart-Fritz to assist them. The adopted plan reflects new priorities from citizens, including a whole new section on alternative transportation (e.g., bus, bicycle and pedestrian modes of travel). Danville has recently hired K.K. for another project, illustrating their satisfaction with this plan.

Comprehensive Plan - Hendricks County, Indiana

Hendricks County, Indiana is a historically rural county facing rapid urbanization. After a nation-wide search, the Area Plan Commission hired a team that included K.K. Gerhart-Fritz to assist in updating their comprehensive plan. County officials asked for a creative plan that would incorporate sustainable growth principles and have meaningful public input. Ms. Gerhart-Fritz took charge of public input, facilitating focus groups, public workshops and steering committee activity, including educational components in all, so that the participants could make informed decisions regarding the plan. This plan won an Indiana Chapter, American Planning Association Award.



Comprehensive Plan Amendments - Zionsville, Indiana

Prior to their hiring of full-time planning staff, Ms. Gerhart-Fritz, served as Zionsville's consulting planner. As such, she was charged with preparing all comprehensive plan amendments for the adopted plan. These comprehensive plan amendments covered all of the areas annexed into the town and delineated the proposed future land use for each annexation. Ms. Gerhart-Fritz also created the plan for Zionsville's first Tax Increment Finance District, while also assisting with changes to local zoning.



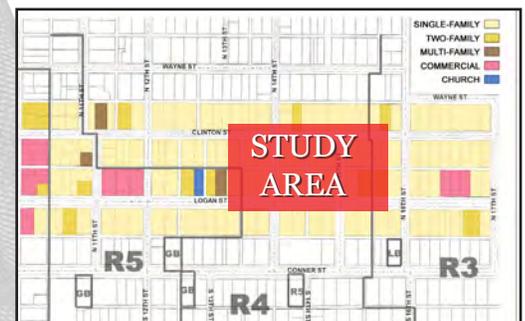
Citizen Planning Academy - Columbus, Indiana

After several years of success with the plan commission and board of zoning appeals training program in Columbus, staff asked The Planning Workshop to expand the training to offer a series of classes for citizens. This innovative and fun program was a great success, winning high marks from participants, who ranged from high school students to senior citizens, and an award from the Indiana Planning Association.



Old Town Survey & Neighborhood Forums - Noblesville, Indiana

Noblesville officials asked The Planning Workshop to conduct a survey of residents and property owners in the Old Town Neighborhood to find out their opinions on existing land use policy for the area, and K.K. achieved a 70% response rate. Phase II of the project was a series of neighborhood forums regarding architectural standards. Each forum began with a short illustrated presentation about the topic, a time for discussion, and then stakeholders completed surveys indicating their preferences. Results were used to help the city continue efforts to protect the historic neighborhood.



Stakeholder Interviews- Indianapolis MPO

As part of the initial phase of the NE Corridor Transit Alternatives Analysis and Draft EIS, K.K. conducted a series of interviews with 25 stakeholders identified by IndyGo, CIRTa and the MPO. She summarized the results, which have been used to support subsequent outreach activities.



Penny Trail & Carrol RD Corridor Study - Cumberland, Indiana

Cumberland, Indiana, a community on Indianapolis’s East side would like to see more development and redevelopment, but is concerned that they will lose their small town charm in the process. During the construction of a new 3-mile stretch of the Penny Trail, the newly formed Redevelopment Commission asked The Planning Workshop to create a plan for the corridor. The firm set up a booth at Cumberland’s annual Arts goes to Market Festival to gather public input from hundreds of attendees. The resulting plan introduces a village area, redevelopment of commercial to be more pedestrian-friendly, a trailhead park and a new Farmers Market area in a historic structure.

Planning Official Training Series - Westfield, Indiana

As the Town of Westfield became the City of Westfield, they experienced some growing pains. Local officials hired The Planning Workshop to design and present a series of continuing education sessions for the plan commission, board of zoning appeals, and city council and mayor. The groups all discussed strategic planning, with a special emphasis for the city council’s session, which resulted in a “punch list” for them to address as strategic planning and policy issues.



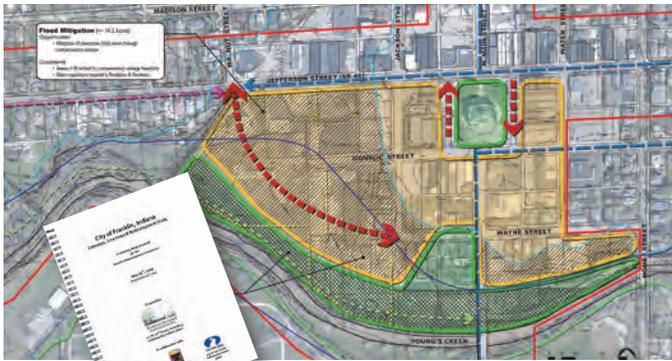
POLICY PROBLEMS

- Unclear policies cause confusion
- Unknown policies aren’t used



Corridor Protection Study Committee - Danville, Indiana

As a small town that is part of the Indianapolis region, Danville faces the same development pressures that happen in a larger city. One way the Town has addressed this is by forming a study committee made up of local officials, residents and businesspersons, which K.K. has facilitated. This approach worked well with the Corridor Protection Overlay District. The committee made recommendations for changes to process, policy and regulations. KK also developed an educational outreach program for the town.



Redevelopment Study - Franklin, Indiana

Redevelopment Study Goals:

- Expand amenities and attractions within Franklin
- Preserve and protect the city's architectural heritage and historic fabric with development guidelines
- Promote private investment and appropriate development activities



- Promote pedestrian connectivity and alternative transportation options
- Incorporate integrated storm water management through the use of green infrastructure
- Address long-standing floodplain issues within the Southwest downtown quadrant

Green Streets practices utilized in multiple projects to handle storm water runoff from streets and parking areas.

Improve streetscapes with sustainable practices such as:

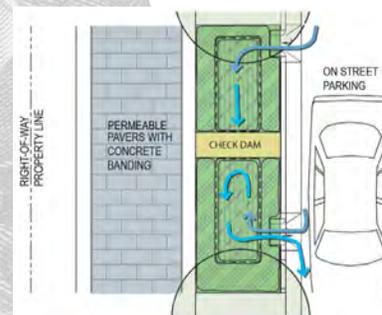
- Permeable Pavers
- Curb Bump-outs and Planting Strips that incorporate filtration
- Rain Gardens

Benefits:

- Improves water quality before storm water reaches our streams and rivers; capturing sediment and pollutants
- Reduces volume in combined sewers, therefore reducing the frequency of overflows
- Aesthetically pleasing



Green Street Photos from Portland, OR. www.portlandonline.com



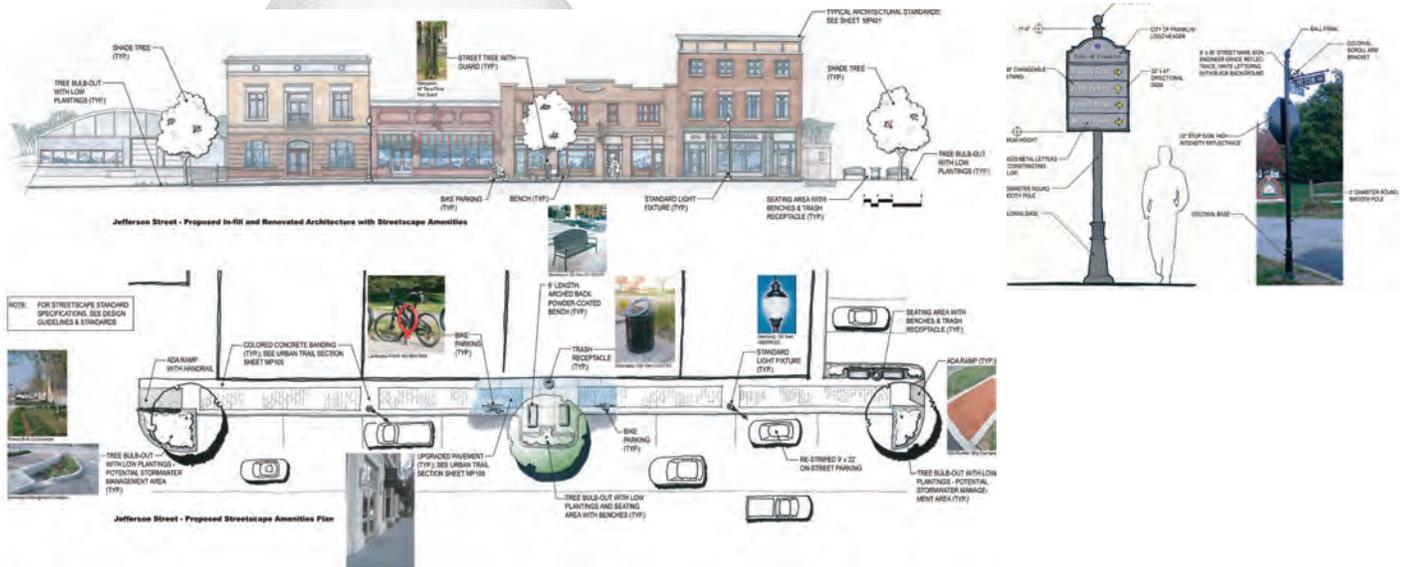
Streetscape Design - Franklin, Indiana

Goals:

- Create a Safer, more Enjoyable pedestrian environment downtown
- Increase Pedestrian Traffic to Support Local Businesses
- Improved Quality of Life

Features:

- Wayfinding
- Efficient Street Lighting compatible with Historic Context
- Street Appurtenances & Accent Paving
- Street Trees & Landscaped areas



Mixed Use Development Carmel, Indiana

This mixed use commercial office and retail neighborhood service center was developed under the City of Carmel's new urbanism guidelines.

Site development challenges included:

- Integrating the Guilford Road corridor's Multi-use Greenway in conjunction with...
- Retail tenants outdoor seating terraces
- City's requirements for buildings to front the street

These elements were accommodated while satisfying the client's need for visible retail tenant signage and outdoor seating.

Central Greens Mixed Use Development Indianapolis, Indiana

This abandoned site was competitively awarded for redevelopment by the city of Indianapolis to a development team assembled by RAI

150 acre site provides an opportunity for infill development very near the city center.

Planned Development:

- Commercial Retail, dining, office and education facilities
- Staging of public gatherings and neighborhood events
- Park and Recreation activities
- Higher density housing



Commerce Park Entrance - Crawfordsville, Indiana

Design Elements:

- A complete streetscape package for a new business park.
- Distinctive entrance anchored with a monument sign
- Boulevard lighting
- Landscape and greenways



Monument sign is bifurcated by a greenway that further emphasizes common area amenities including a lake, Sugar Creek, varied topography and natural areas.





**Downtown Intersection/Street Evaluation Study
City of Carmel, Indiana**

In 2011, CrossRoad Engineers was contracted by the City of Carmel to study existing issues within selected areas of Carmel's Old Town District. We prepared a report that identified existing problems and offered options to mitigate these problems. Particular emphasis was placed on issues such as intersection sight distance, traffic flow, and parking.

**East-West Corridor: Whiteland Road Scoping Report
Johnson County, Indiana**

In 2011, CrossRoad Engineers was contracted by the Johnson County Board of County Commissioners to study proposed roadway improvements to Whiteland Road between CR 144 and SR 135. The proposed improvements would consist of widening and upgrading the roadway to current standards. Of particular consideration was establishing an optimum horizontal alignment that would minimize the combination of right of way impact costs, utility relocation costs, and construction costs. We prepared a report establishing this alignment in addition to addressing the ability to cost-effectively expand the facility to accommodate future traffic projections. Also addressed in the report were existing drainage conditions, modernizing intersections, and alternative transportation connections along the entire length of the corridor.





03. WORK PROGRAM

The Planning Workshop Team

Section A

THE PLANNING WORKSHOP TEAM (the Consultant) shall furnish consulting planning services for a comprehensive plan update to the City of Franklin, Indiana (the client/the city) as follows:

I. PROJECT KICK-OFF

- A. **KICK-OFF MEETING** -- The consultant will meet with Franklin officials to finalize details related to the scope of work for the comprehensive plan update, including such things as project standards, a final list of steering committee members, geographic boundaries and a detailed project schedule. The planning area will likely include land outside of current city boundaries, but within the extra-territorial planning jurisdiction. The consultant and the City will agree on standards for maps and written products. City officials will provide the consultant with a list of existing GIS layers available. The City's Planning Director shall serve as the primary contact for the consultant and shall coordinate meetings and relay information regarding the plan. The consultant will prepare a list of any additional information or action steps that will be necessary following initial staff meeting with the selected consultant.

The product of this task will be a final list of steering committee members, a detailed project schedule and information needed to create a base map for the comprehensive plan process.

- B. **SITE TOUR** -- The consultant will meet with the City Planning Director (and other local officials and steering committee members if desired by the City) for a tour of Franklin, in order to gain a better understanding of issues and concerns related to the comprehensive plan update. This tour shall be conducted the same day as the kick-off meeting, unless the city and the planning consultant agree on another date.

The product of this task will be a tour of Franklin with town officials.



- C. **COMPREHENSIVE PLANNING TRAINING** -- The consultant will present a Comprehensive Plan Training Session for the steering committee and elected officials. The consultant shall be responsible for preparing the content of the Comprehensive Plan Training Session, including handout materials for participants, which will be printed and copied by the client. The consultant will be responsible for presenting the training session, which will take approximately 90 minutes. The session will provide the participants with a basic understanding of what a comprehensive plan is, the planning process and the basic legal requirements for the plan. This training session will also introduce them to the responsibilities they have as public officials and steering committee members for the comprehensive plan.

The product of this task will be a comprehensive plan training session, including handout materials.

II. ASSESS EXISTING CONDITIONS AND TRENDS

- A. **DEMOGRAPHICS** -- The consultant will analyze population characteristics, as documented by existing data sources, such as the United States Bureau of the Census, for possible future implications for Franklin. At a minimum, the following population characteristics will be reviewed: age, sex, race, household size and composition, income, education and employment data. The consultant will analyze past population trends and make future population projections. The consultant will present the demographic analysis and population projection to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a demographic analysis and a future population projection.

- B. **DEVELOPMENT** -- Using existing available data, the consultant will conduct an analysis of existing development conditions and trends to determine possible future implications for the community. Commercial and residential development data will be reviewed, including such items as labor force, assessed (property tax) value, housing stock data, retail sales and construction activity. The consultant will present the development analysis to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a development analysis.

- C. **ENVIRONMENTAL** -- The consultant will document physical and environmental conditions in the study area based on existing data. Existing information from accepted standard sources will be used. Those conditions include, but are not limited to, the following: location of water bodies and floodplains; brownfields and EPA verified environmental sites (Superfund, etc.). The consultant will present the environmental analysis to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a map or set of maps, identifying physical and environmental conditions in the study area.

- D. **HISTORIC RESOURCES** -- The consultant will update the status of historic properties in the study area based on existing data. Existing information from accepted standard sources will be used. The consultant will present the historic resource analysis to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a list of important historic properties and a map that identifies those historic properties in the planning area.



E. EXISTING LAND USE

1. The Consultant will update the existing land use study for land within the plan's study area. The Consultant will classify parcels into land use categories, with the result being an existing land use map. The consultant will present the updated existing land use map to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be an updated existing land use map.

2. The consultant will calculate the amount of land devoted to each of the land use categories identified on the existing land use study. The consultant will present the land use analysis to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a tally of developed and undeveloped land.

F. TRANSPORTATION

1. Using the updated existing land use map, the consultant will identify the major trip generators and attractors. The consultant will analyze the existing street system for network contiguity and system hierarchy, and will identify major transportation issues, including unsafe intersections, need for traffic calming, etc. The consultant, with assistance from local officials, will also evaluate the ability of existing transportation facilities to serve existing and future land uses. We will create a map that shows current transportation system gaps and issues that will be presented to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a map that shows major transportation gaps and issues.

2. Other existing or proposed non-street transportation facilities in Franklin, such as the Greenway System Master Plan, will be reviewed by the consultant for possible changes, based on the previous tasks. We will create a map that shows alternative transportation systems that will be presented to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a map which shows alternative transportation gaps and issues. This map may be combined with the above task.



- G. **OTHER PLANS** -- Prior to developing alternative development scenarios, the Consultant will review and synthesize the critical components of existing planning documents, including, but not limited to the 2002 Comprehensive Plan, the 2005 Downtown Revitalization Plan, the 2009 Gateways, Greenways and Redevelopment Study, Downtown Franklin Development Potential Market Analysis, the Parks Department Master Plan, and the Façade Revitalization Plan. The consultant will also review the existing comprehensive plan from Johnson County. This information will be presented to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a written summary of relevant portions of the City's other planning efforts, also including the comprehensive plan of Johnson County.



III. PUBLIC PARTICIPATION

The consultant will work with staff to further develop the public participation plan and will facilitate the public participation process and public outreach campaign in order to ensure that the public is engaged in the formation of the vision and plan. The City shall be responsible for providing all meeting space and public notice for the public participation events, as listed below. The consultant is available to assist with the preparation of press releases for these events. The client shall be responsible for printing and copying any handout materials for the following public participation tasks.

- A. **WORKSHOP** -- One initial citizen involvement workshop should be conducted fairly early into the planning process. The meeting location shall be in Franklin at a location mutually agreeable to both the City and the consultant.

The workshop would be an open house type format and would include an overview of information, and an opportunity for attendees to engage in activities resulting in their input on various topics, including a SWOT (strengths, weaknesses, opportunities and threats) analysis.

The product of this task is an initial public workshop, up to 3 hours in length, and written summary of the results.

- B. **FOCUS GROUP MEETINGS** -- A maximum of six (6) focus groups shall be conducted during the planning process. The focus groups shall be organized by topic, and include officials, citizens or business people with knowledge and experience in that topical area. The steering committee shall determine the topics for the focus groups, which may be such things as transportation, housing, and economic development. An effort should be made to schedule focus group meetings on the same day. The results will be summarized in writing and presented to the steering committee.

The product of this task is a series of six focus group meetings, and written meeting summaries.

Work Program

- C. *INDIVIDUAL INTERVIEWS* -- The consultant will conduct up to 4 individual interviews (e.g. with the School Superintendent) as part of the public participation plan. The results will be summarized in writing and presented to the steering committee.

The product of this task is a series of four individual interviews and written meeting summaries.

- D. *COMMUNITY ATTITUDE SURVEY* -- The Consultant will work with staff to develop an on-line community attitude survey for Franklin's citizens. The City will be responsible for posting and administering the survey on their website. Survey results will be analyzed by the consultant and presented to the steering committee.

The product of this task is an on-line community survey and written analysis of the responses.

- E. *STEERING COMMITTEE MEETINGS* -- The City of Franklin shall create a steering committee for this plan, which may include local officials, citizens and business leaders. The Consultant will attend up to 8 steering committee meetings throughout the process. It is anticipated that these steering committee meetings will focus on the following tasks:

1. Background & SWOT Exercise
2. Public Input Results
3. Vision & Goals
4. Objectives
5. Future Land Use
6. Alternative Development Scenarios
7. Action Plan
8. Draft Plan

The product of this task is a series of up to 8 steering committee meetings.

- F. *ALTERNATIVES PUBLIC MEETING* -- The Consultant will present the alternative development scenarios for public comment at a public meeting. The client may post the alternatives on the City's website and would be responsible for gathering any comments and sharing them with the consultant.

The product of this task is a public meeting.

- G. *DRAFT PUBLIC MEETING* -- The Consultant will present the draft plan at one public meeting for review and comment. The client may post the alternatives on the City's website and would be responsible for gathering any comments and sharing them with the consultant.

The product of this task is a public meeting.

- H. *PUBLIC HEARING* -- The Consultant will develop a presentation for the required comprehensive plan public meeting, and will attend the meeting to make the presentation and to answer questions. The client shall be responsible for meeting all public notice requirements for the public hearing.

The product of this task is the required public hearing.

- I. *WEBSITE* – The client is encouraged to post information about the comprehensive plan update process on the City’s website. The consultant will share information with the client that can be used for this application, but the client is ultimately responsible for all administration of the website.

IV. DRAFT PLAN

A. *GOALS AND OBJECTIVES*

1. The consultant will facilitate a meeting with the Comprehensive Plan Steering Committee to consider the previous comprehensive plan’s vision for Franklin. The purpose of the vision statement is to determine the future direction for the City. The steering committee will determine if any changes are necessary with Franklin’s vision, based on issues raised through earlier public input. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a (revised) vision statement.

2. The consultant will review the goals from the previous comprehensive plan, in cooperation with staff, and make recommendations to the steering committee for possible changes, in response to public input and city policies. The revised draft goals will be presented to the steering committee for review and amendment. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a set of (revised) goals for the future that is generally organized by topic.

3. After approval of the vision statement and goals by the steering committee, the consultant will work with staff to develop measurable objectives to use for benchmarking progress on each goal, which will be presented to the steering committee for review and revision. The client shall be responsible for printing and copying any handout materials for the steering committee.

The products of this task shall be an adopted vision statement, an adopted set of goals, and a set of measurable objectives.

B. *FUTURE LAND USE*

1. The consultant will identify deficiencies and/or surpluses in the amount of developable land for each category of land use. To accomplish this, the consultant will prepare projections of future land use needs by general category, which will be presented to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee. The consultant will then work with staff to compare the future land use projections with existing zoning acreages to determine shortfalls or surpluses.

The product of this task shall be a set of future land use projections.



2. The consultant will analyze existing vacant, undeveloped or underdeveloped land in order to determine is suitability for future development. Considerations will include gross land area, soils, topography, existing infrastructure, environmental and historic resources. The consultant will map the above considerations along with existing vacant, undeveloped or underdeveloped land, and will present the information to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee.

The product of this task shall be a map showing the most desirable land available for future development.

C. DEVELOP ALTERNATIVE DEVELOPMENT SCENARIOS

1. The Consultant will create two generalized alternative development scenarios, based on the goals and objectives and the planning analyses. The scenarios will illustrate an appropriate mix of development throughout the City's planning jurisdiction and will identify the location and the type of growth that should occur, including key growth areas, redevelopment areas, infrastructure needs, etc. Each scenario will contain a different distribution of land uses and density concepts. The consultant will present these scenarios to the steering committee. The client shall be responsible for printing and copying any handout materials for the steering committee

The product of this task shall be two generalized alternative development scenarios and a steering committee meeting devoted to the selection of one alternative development scenario for refinement. The scenario may be one of the two scenarios developed by the consultant, or a combination of scenarios.

2. The consultant shall present the alternative development scenarios for public comment at a public meeting, which is already listed in Task III, Public Participation. Public comments will be compiled and shared with the steering committee. The client may post the alternatives on the City's website and would be responsible for gathering any comments and sharing them with the consultant.

The product of this task shall be public comment on the alternative development scenarios.



3. Based on the Comprehensive Plan Steering Committee's direction, a single revised development scenario will be created and approved by the steering committee, then developed as a future land use plan.

The product of this task shall be a draft future land use plan.

4. After receiving direction from the steering committee and staff, the consultant will prepare the transportation plan, in coordination with the future land use plan.

The product of this task shall be a transportation plan.

V. PREPARE PROPOSED ACTION PLAN

The consultant will suggest proposed implementation strategies, based on the selected alternative and the goals and objectives of the plan, and the previous planning analyses. During the course of the plan, issues will arise which will require additional follow-up by others in the future to ensure the plan's success. These issues will likely include such things as preparation of special area plans, suggested revisions to supporting ordinances (e.g., zoning and subdivision ordinances), and administrative matters (i.e., planning process issues). The consultant will include these recommendations in the comprehensive plan in an action plan section, including a system for annual plan review. The consultant will work with city staff to develop the action plan, which will include prioritizing of tasks, assigning responsible parties and recommending possible funding sources. Use of the action plan will help ensure that the comprehensive plan is implemented.

The product of this task shall be an action plan, including prioritized steps, responsible party and recommended funding mechanisms.

VI. PLAN ADOPTION

- A. **PREPARE PRELIMINARY DRAFT PLAN** -- The consultant will prepare a preliminary draft plan in graphics and text.

The product of this task shall be a preliminary draft of the comprehensive plan.

- B. **PREPARE FINAL DRAFT PLAN** -- The preliminary plan shall be presented for review and comment by the City staff and Comprehensive Plan Steering Committee. The client shall be responsible for printing and copying any handout materials for the steering committee. Based on their comments, the consultant will prepare the final draft plan and provide the original copy to the City. .

The product of this task shall be the final draft comprehensive plan.

Work Program

- C. *PRESENT DRAFT PLAN FOR PUBLIC HEARING* – As previously stated, the consultant will assist in presenting the final draft plan at a public hearing before the Franklin Plan Commission. The client shall be responsible for printing and copying any handout materials. As a result of the public hearing, the Consultant will complete one set of revisions to the draft plan, if directed by the client.

The product of this task shall be a presentation of the draft plan at the plan commission public hearing.

- D. *PRESENT DRAFT PLAN FOR ADOPTION* -- The consultant will assist in presenting the recommended plan at a meeting of the Franklin City Council for adoption. The client shall be responsible for printing and copying any handout materials. If necessary, the Consultant will complete one set of revisions to the plan, if directed by the client.

The product of this task shall be presentation of the plan for adoption.

- E. *PROVIDE FINAL ADOPTED PLAN* -- The consultant will provide one hard copy and the original digital copy of the final adopted plan for production by the City.

The product of this task shall be the final plan for further reproduction by the City.

- F. *TRAINING WORKSHOP FOR PUBLIC OFFICIALS* -- The consultant will be responsible for preparing the content of the training workshop for public officials, including the Plan Commission and Board of Zoning Appeals. This workshop will focus on making sure members of the plan commission and BZA have a grasp of the basis for comprehensive planning and how the comprehensive plan should be factored into decision-making. The workshop will also cover the correct methods for reaching decisions. The consultant shall prepare training worksheets for participants. The client shall be responsible for printing and copying the worksheets and any other handout materials. The consultant will be responsible for presenting the training session.

The product of this task will be a Training Workshop for public officials on using the comprehensive plans.



Section B - Fee for Consulting Planner Services

The CITY shall compensate the CONSULTANT for the above planning services with an amount, not to exceed \$84,000.00, plus expenses and any supplemental services. Specifically, the \$84,000.00 fee may be broken down by task as follows:

I. PROJECT KICK-OFF – Fee for task = \$4,770.00

II. ASSESS EXISTING CONDITIONS AND TRENDS – Fee for task = \$9,960.00

III. PUBLIC PARTICIPATION – Fee for task = \$30,020.00

- a. The consultant will conduct supplemental workshops at the request of the client for an added fee of \$3760.00 per each additional workshop.
- b. The consultant will conduct supplemental focus group meetings at the request of the client for an added fee of \$400.00 per each additional focus group.
- c. The consultant will conduct supplemental interviews at the request of the client for an added fee of \$300.00 per each additional interview.
- d. The consultant will conduct a supplemental survey at the request of the client for an added fee of \$2,000.00 per each additional survey.
- e. The consultant will conduct supplemental steering committee meetings at the request of the client for an additional fee of \$2,280.00 per each added steering committee meeting.
- f. The consultant will conduct supplemental public meetings at the request of the client for an added fee of \$3,160.00 per each additional public meeting.

IV. DRAFT PLAN – Fee for task = \$18,460.00

- a. The consultant will prepare supplemental alternative development scenarios at the request of the client for an added fee of \$3,300.00 per each additional scenario.

V. PREPARE ACTION PLAN – Fee for task = \$5,090.00

VI. PLAN ADOPTION – Fee for task = \$15,700.00

Section C - Schedule for Services

The Consultant will be ready to begin the project within two weeks from notice to proceed. It is estimated that the plan will take approximately 9 months to complete, as illustrated in the attached project schedule. The consultant will not be responsible for any delays in the delivery of services due to delays caused by the City of Franklin.

Work Program - Schedule

City of Franklin, Indiana Comprehensive Plan Update
Approximate Schedule for Completion

WORK PROGRAM TASK			Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9
I.	A., B.	Kick-Off & Tour	X								
I.	C.	Training Session		X							
II.		Existing Conditions & Trends	X	X	X						
II.	E.	Existing Land Use		X	X	X	X				
II.	F.	Transportation			X	X					
II.	G.	Other Plans			X						
III.	E.	Background <u>1st Steering Com Meeting</u>			X						
III.	A.	Community Workshop			X						
III.	B.	Focus Groups			X						
III.	C.	Interviews			X	X					
III.	E.	Public Input Results <u>2nd Steering Com Meeting</u>			X						
III.	D.	Community Survey				X	X	X			
IV.	A.	Draft Vision Statement					X				
IV.	A.	Develop Goals					X				
III.	E.	Vision & Goals <u>3rd Steering Com. Meeting</u>					X				
IV.	A.	Development of Objectives					X	X			
III.	E.	Objectives <u>4th Steering Com. Meeting</u>					X				
IV.	B.	Future Land Use					X	X	X		
III.	E.	Future Land Use <u>5th Steering Com. Meeting</u>					X				
IV.	C.	Alternatives						X			
		Alternatives Public Meeting						X			
III.	E.	Alternatives <u>6th Steering Com. Meeting</u>						X			
V.		Prepare Action Plan						X	X	X	
III.	E.	Action Plan <u>7th Steering Com. Meeting</u>							X		
VI.	A.	Preliminary Draft Plan						X	X	X	X
III.	F.	Draft Plan Public Meeting								X	
VI.	B.	Draft Plan <u>8th Steering Com. Meeting</u>								X	
VI.	C.	Public Hearing									X
VI.	D.	Plan Adoption									X
VI.	E.	Submit Final Plan									X

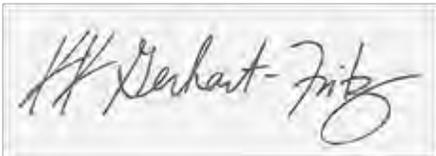
Section D - Project Personnel

Ms. Kimberly K. Gerhart-Fritz, AICP, President of the Planning Workshop, will be the project manager and primary contact for the consulting team. The consulting team also includes Remenschneider Associates, Inc. and Crossroad Engineers, PC.

Section E - Execution

Thank you for the opportunity to submit a proposal for this important project. Please let me know if you have any questions or wish to discuss this further. If you are in agreement with this proposal, please add the execution date and have the Authorization and Notice to Proceed below signed. Please return one copy to me and keep one for your files. I look forward to the opportunity to work with the City of Franklin!

Sincerely,



K.K. Gerhart-Fritz, AICP, President
The Planning Workshop, Inc.
7829 Wawasee Ct.
Indianapolis, IN 46250
Phone: 317-501-1988
KK@theplanningworkshop.com

AUTHORIZATION AND NOTICE TO PROCEED

Name and Title

Date



04. RESUMES

The Planning Workshop Team



Kimberly K. (K.K.) Gerhart-Fritz, AICP
7829 Wawasee CT, Indianapolis, IN 46250
(317) 501-1988, KK@theplanningworkshop.com

EDUCATION

Indiana University, Bloomington, IN ■ 1984
M.P.A. in Public Affairs
Concentration: Urban & Regional Planning

Ball State University, Muncie, IN ■ 1982
B.S. in Environmental Design
Major: Landscape Architecture
Minor: Natural Resources

PROFESSIONAL AFFILIATIONS

American Planning Association – Divisions Council Member; Private Practice Division -- Current Chair; Chapter President's Council Former Committee Chair

Indiana Chapter, American Planning Association – First Planning Official Development Officer, Former President, Former Professional Development Officer, Former Spring Conference Committee Chair, Former Secretary, Former Newsletter Editor, Former At-Large Board Member, Former FAICP Chair, Former Election Chair, Former Education Chair, Former Citizen Training Committee Chair

American Institute of Certified Planners -- Former Membership Committee Member

North Central Texas Chapter, APA -- Former Treasurer

SELECTED AWARDS

Indiana Chapter, American Planning Association Awards

Planning Sagamore (Highest Honor) ■ 2007
Hendricks County, Indiana's Growing Smarter Comprehensive Plan) ■ 2007
Columbus, Indiana's Citizen Planning Academy ■ 2004
Mike Carrol Award for Distinguished Leadership by a Professional Planner ■ 2001
Teaching the Public about Planning ■ 1993

American Planning Association Awards

Outstanding Chapter Award won by Indiana Chapter for efforts during K.K.'s Presidency ■ 2000
Dallas, Texas's Growth Policy Plan) ■ 1990

PROFESSIONAL EXPERIENCE

Private Planning Consultant -- The Planning Workshop, Inc., Indianapolis, IN ■ 2002 - Present
President and founder of private consulting firm. Specialties include comprehensive planning, customized training for plan commissions, boards of zoning appeals and elected officials, expert assistance with public involvement, ordinance updates and strategic plans.

Adjunct Professor -- Ball State University, College of Architecture and Planning Muncie, IN. ■ 2001 - 2003
Taught full-time in lecture and studio classes for graduate and undergraduate students in the Department of Urban Planning. Administrative duties including intern supervision and development of the College's Indianapolis Center.

Senior Project Manager -- HNTB Corporation, Indianapolis, IN ■ 1996 - 2001
Responsible for quality control of department-produced documents, marketing, supervision, mentoring and training of staff. Project manager, client contact and lead project planner for comprehensive plans, neighborhood plans, ordinance updates and park master plans.

Assistant Director -- City/County Planning Department, Columbus, IN ■ 1987 - 1996
Tasks included management of daily activities, including employee supervision, administration of ordinances, acting as census liaison, making public presentations, managing cases, comprehensive planning, and drafting of ordinances. Served as first Hearing Officer for Bartholomew County and Columbus Boards of Zoning Appeals.

Zoning Planner -- Development Services Division, Dept. of Planning, Dallas, TX ■ 1987
Assigned controversial zoning cases for analysis and recommendations.

Land Use Planner -- Comprehensive Plan Division, Dept. of Planning, Dallas, TX ■ 1986 - 1987
Focused on neighborhood planning and work on APA Award-winning Growth Policies Plan.

Planner -- Current Planning Division, Community Dev. Dept., Grand Prairie, TX ■ 1984 - 1986
Responsible for project review and recommendations, and completion of new sign ordinance.

Graduate Intern -- Department of Planning, Bloomington, IN ■ 1983
Served as staff liaison to citizen long-range planning committee. Assisted with mapping, completed grant application, designed public information pamphlets, and supervised interns.

Research Assistant -- School of Public & Environmental Affairs, I.U., Bloomington, IN ■ 1982
Assisted with editing of report on the effects of coal mining on the environment.

Junior Planner -- Department of Planning, Kokomo, IN ■ 1982
Responsible for downtown programming, user surveys and facade/streetscape studies.

RECENT PRESENTATIONS

“The Ethics of Looking for Work”
Invited presenter for APA-Indiana Professional Development Conference, Muncie, IN ■ 2012

“Ethical Challenges for Planning Consultants”
Moderator and presenter for APA National Conference, Los Angeles, CA ■ 2012

“Why Plan?”
Invited presenter for Purdue Land Use Webcast, Indiana ■ 2012

RECENT PRESENTATIONS, CONTINUED

"Private Sector vs. Public Sector Ethics"

Organizer, moderator and presenter for APA-IN State Conference, Nashville, IN ■ 2011

"The Job of the Planning Commissioner"

Organizer, moderator and invited presenter for APA National Conference, Boston, MA ■ 2011

"Nitty Gritty for Plan Commissioners, Levels 1 & 2"

Moderator and presenter, Indianapolis, IN ■ 2011

"Nitty Gritty for Plan Commissioners, Levels 1 & 2"

Moderator and presenter, Chicago, IL Area ■ 2011

"Ethics in the Electronic Age"

Moderator and presenter for Webinar, Indiana ■ 2011

"Nitty Gritty for Plan Commissioners, Level 2"

Moderator and presenter, Indianapolis, IN ■ 2010

"Secrets to Improve Client-Consultant Relations"

Moderator and presenter for APA National Conference, New Orleans, LA ■ 2010

"The Job of the Planning Commissioner"

Organizer, moderator and invited presenter for APA National Conference, New Orleans, LA ■ 2010

"Board of Zoning Appeals -- In-depth and Up Close"

Invited presenter for Purdue Land Use Broadcast, Indiana ■ 2010

"Using the Indiana Citizen Planners Guide"

Organizer, moderator and invited presenter for Purdue Road School, West Lafayette, IN ■ 2010

"Nitty Gritty for Plan Commissioners, Level 1"

Organizer, moderator and lead presenter, Indiana ■ 2005 - 2010

"Using Planning Consultants during Lean Times"

Organizer, moderator and presenter for APA National Conference, Minneapolis, MN ■ 2009

"The Job of the Planning Commissioner"

Organizer, moderator and invited presenter for APA National Conference, Minneapolis, MN ■ 2009

"Sole Proprietor Roundtable"

Facilitator for APA National Conference, Minneapolis, MN ■ 2009

"Ethics and your Plan Commission/BZA"

Organizer, moderator and presenter for APA-IN State Conference, Indianapolis, IN ■ 2009

"The Job of the Planning Commissioner"

Organizer, moderator and invited presenter for APA National Conference, Las Vegas, NV ■ 2008

"Planning Ethics & The Black Community"

Invited presenter for APA's Planning & the Black Community Division Conference, Gary, IN ■ 2008

RECENT PRESENTATIONS, CONTINUED

"Applying the AICP Code of Ethics to your Life"

Organizer and presenter for APA-IN State Conference, Indianapolis, IN ■ 2008

"Speed Networking for Planners"

Organizer, moderator and presenter for APA National Conference, Philadelphia, PA ■ 2007

"The Secret to Fat-Free Consulting Services"

Organizer, moderator and presenter for APA's National Conference, San Antonio, TX ■ 2006

"Inside the Planner's Studio: The Client"

Organizer, moderator and presenter for APA's National Conference, San Antonio, TX ■ 2006

"Using Non-Statistical Surveys in Planning"

Organizer, moderator and presenter for APA Regional Conference, Cincinnati, OH ■ 2006

"Sci-Fi Movies and Cities of the Future"

Organizer, moderator, panelist for IPA's Annual Conference, Bloomington, IN ■ 2005

"BZA Basics"

Organizer, moderator, panelist for IPA's Annual Conference, Bloomington, IN ■ 2005

"Hiring the Right Planning Consultant"

Organizer, moderator and panelist for APA's National Conference, San Francisco, CA ■ 2005

"Why AICP?"

Organizer, moderator, panelist for APA 9 state Regional Conference, Indianapolis, IN ■ 2004

RECENT PUBLICATIONS AND PAPERS

"Pop Culture for Planners"

Regular Column, *Scanning Planning* (newsletter of Indiana Chapter, APA)

"BZA Basics"

Chapter 2, Indiana Chapter, American Planning Association's Citizen Planner Training Manual

"Avoiding Pitfalls"

Chapter 3, Indiana Chapter, American Planning Association's Citizen Planner Training Manual

"Ethics"

Chapter 6, Indiana Chapter, American Planning Association's Citizen Planner Training Manual

RECENT PROJECT EXPERIENCE

**Indiana Citizens Alliance for Transit (ICAT) Outreach and Advocacy
Indianapolis, IN**

K.K. was selected by ICAT to help them increase their outreach and advocacy efforts. One of the results of KK's work was the development of an online Advocacy Toolkit.

RECENT PROJECT EXPERIENCE, CONTINUED

Sign Regulations

Danville, IN

Danville has found itself the target of local businesses criticizing the town's sign regulations. K.K. was brought in as a moderator for a new committee that will explore sign regulations and develop a recommendation for Danville.

Comprehensive Plan

Hope, IN

As part of a team selected to assist this historic town with planning for their future, K.K. coordinated all public input, including a community survey and focus groups, in addition to serving as facilitator for the meetings. She also completed a detailed land use inventory and assisted with developing future land use and economic development recommendations.

Draft EIS and Alternatives Analysis for Light Rail

Indianapolis, IN

K.K. was part of a team selected by the Indianapolis Metropolitan Planning Organization, the Central Indiana Regional Transportation Agency and IndyGo to complete the Draft EIS and Alternatives Analysis for Light Rail in Indianapolis. Ms. Gerhart-Fritz is in charge of local public input. The project includes extensive stakeholder interviews and public meetings.

Pennsy Trail Corridor Reuse Area Study

Cumberland, IN

Cumberland is a small town adjacent to growing Indianapolis on the east side. They asked K.K. to help them create a reuse plan for an area surrounding the Pennsy Trail. Key to this project is connecting the trailhead visually to US Highway 40, while maintaining their small town character.

Thoroughfare Plan

Danville, IN

Danville has not updated its thoroughfare plan since 1998, when it was completed as part of the town's comprehensive plan. This update is a full transportation plan because it not only examines roads and vehicles, but also plans for downtown parking, bicycles, and pedestrians and mass transit.

Public Official Continuing Education Series

Westfield, IN

Westfield recently changed from a town to a city, and with that change came some growing pains. K.K. was hired to hold a series of customized training sessions for the City Council, Plan Commission and Board of Zoning Appeals that lasted over a period of months. Training was held in conjunction with their regular meetings and topics included such things as running a meeting, plan implementation and ethics.

Corridor Overlay District

Danville, IN

Danville was the first community in Hendricks County to recognize the importance of establishing an overlay district for US Highway 36, which included their downtown. K.K. worked with a group of town officials, design professionals, local residents and business representatives to develop standards for the overlay district that encourage preservation, while inviting growth and redevelopment that is appropriate.

Comprehensive Plans

Morgan County, Martinsville & Mooresville, IN

Spencer & Owen County, IN

As part of a proactive response to the proposed I-69 extension, these communities coordinated updates to their comprehensive plans. K.K. was part of the team that worked with these local governments to develop coordinated plans that addressed the routing of I-69 while also considering local issues like flooding.

RECENT PROJECT EXPERIENCE, CONTINUED

Subdivision Control Ordinance

Jackson County, IN

Since the Subdivision Ordinance is one of the biggest implementation tools for a comprehensive plan, the County's next step after adoption of their new plan was to update standards for land development. This ordinance includes provisions for cluster subdivisions, which would be well-suited to this hilly, wooded and wet county.

Zoning Ordinance

Jackson County, IN

In addition to the Subdivision Ordinance, the zoning ordinance is the other biggest implementation tool for a comprehensive plan, so Jackson County was eager to modernize their standards and coordinate them with the plan. Updates to the zoning standards included the creation of multiple new agricultural zoning districts and standards for wind farms.

Comprehensive Plan & Economic Development Plan

Boone County, IN

The Boone County Area Plan Commission needed a new comprehensive plan and the Boone County Economic Development Corporation needed to create their first strategic plan. K.K. was part of a team that answered both requests and convinced the groups to work together using one planning process, one steering committee and shared resources. Ms. Gerhart-Fritz was charged with facilitating public input for this shared process, including public workshops, steering committee meetings, focus groups, stakeholder interviews, etc. Public education is an important part of this process, and K.K. led training for public officials and has incorporated citizen education into each of the facilitated public workshops. In addition to those duties, she also assisted with development and production of the plan, including forecasts, future land use, goals and implementation strategies.

Comprehensive Plan

Putnam County, IN

After watching neighboring counties succumb to urbanization, Putnam County hired a team, including K.K. to update their comprehensive plan and zoning ordinance. As with all their comprehensive plan projects, the planning process began with a training session for steering committee members and local officials. In addition to standard comprehensive plan issues, Putnam County was very concerned about farmland preservation, and the team found creative tools to address this concern.

Comprehensive Plan

Hendricks County, IN

Hendricks County, Indiana is a historically rural county that is facing rapid urbanization. After a nation-wide search, they hired a team including K.K. to assist them in updating their comprehensive plan. County officials asked for a plan that was different than the usual Hoosier efforts, a creative plan that would incorporate smart growth principles and have meaningful public input. Ms. Gerhart-Fritz facilitated focus groups, public workshops and steering committee activity, including educational components in all, so that the participants could make informed decisions regarding the plan. This plan won an award from the APA Indiana Chapter.

Zoning Ordinance

Hendricks County, IN

The team continued their efforts to make planning documents user-friendly and effective with an update to the zoning ordinance. This ordinance includes innovative districts and tools for managing sprawl and creating development and redevelopment that are high quality.

RECENT PROJECT EXPERIENCE, CONTINUED

Comprehensive Plan

Winfield, IN

The Census Bureau named the Town of Winfield as the fastest growing community in Indiana between 2000 and 2005. Because of the tremendous development pressure Winfield faces, they asked The Planning Workshop to assist them in updating their comprehensive plan to better address growth. The planning process included a very successful citizen survey (24 % response rate) that helped set the direction for Winfield's future. The plan, which includes growth management recommendations, also laid the foundation for other follow-up tasks, including creation of an annexation plan, development of transportation and park master plans.

Comprehensive Plan

Jackson County, IN

Jackson County, Indiana engaged K.K. to assist them in updating their comprehensive plan, which dated from 1968. County officials first asked for training about comprehensive plans, and then proceeded with their plan, with Ms. Gerhart-Fritz's assistance. This customized scope of work had tasks that county officials completed "in-house", thus making the best use of their limited financial resources. The final plan included an important action plan section, which prioritized tasks and assigned responsibility for completion.

Comprehensive Plan Update

Avon, IN

Avon, Indiana has more than doubled in population since it was incorporated in 1995. The Town decided it was important to update their comprehensive plan in time for their 10th anniversary, and set a deadline for completion by the end of 2005. Not surprisingly, managing growth is at the forefront of the community's concerns. This fast-track plan contains a growth management section, with designated priority growth areas and growth management policies.

US Highway 36 Overlay District

Avon, IN

Avon, Indiana has one primary east-west corridor, US Highway 36, a state highway that carries high levels of traffic. The corridor also contains most of the community's commercial uses, which draw regional traffic. Because this corridor makes such a strong impression on residents, tourists and commuters, Avon asked K.K. to develop their first overlay-zoning district. This innovative district ties the corridor together with common architectural standards, uses a tier system with differing requirements for properties that front on US Highway 36, discourages curb cuts on the highway and encourages green building standards.

Subdivision Control Ordinance

Hendricks County, IN

Hendricks County is adjacent to Marion County's west boundary, and has experienced tremendous residential growth over the past decade. After the plan commission expressed concerns over the quality of development that was taking place, K.K. was hired to work with local officials on a major rewrite of the Hendricks County Subdivision Control Ordinance. The resulting ordinance includes new regulations for open space, and updated standards for such things as model homes, on-site sewage systems and roads.

State Street Corridor Plan

Columbus, IN

State Street is the main thoroughfare corridor in East Columbus, and is a major entry corridor into Columbus, Indiana from the southeast. State Street, however, was not given the attention that other gateways into the community merited during the recent comprehensive plan update. This corridor plan addresses not only streetscape and design issues, but also economic development and land uses. As part of a multi-discipline team, K.K. developed public input opportunities for the stakeholders, including an open house at a local school. Ms. Gerhart-Fritz served as planner and facilitator, and assisted with various other planning tasks, including visioning and goal setting.

RECENT PROJECT EXPERIENCE, CONTINUED

Corydon Downtown Plan

Corydon, IN

K.K. was part of a project team that included engineers, landscape architects and market research professionals, working with the local Convention and Visitors Bureau to develop a new downtown plan for this historical city. Corydon was Indiana's first state capital, and while community leaders continue to want tourists to experience their downtown, a visioning exercise revealed that they would also like to more residents. As lead planner and facilitator, Ms. Gerhart-Fritz was responsible for the public input process, meeting facilitation and various other planning tasks.

Citizen Planning Academy

Columbus, IN

After several years of success with the plan commission and board of zoning appeals training program in Columbus, staff asked The Planning Workshop to expand the training to offer a series of classes for citizens. This innovative and fun program was a great success, winning high marks from participants, who ranged from high school students to senior citizens, and an award from the Indiana Planning Association.

Conservation Subdivision Development Standards Guidebook

Hendricks County, IN

The Planning Workshop was asked to develop a set of guidelines to complement Hendricks County's new Conservation Subdivision Ordinance. Working with a plan commission sub-committee, Ms. Gerhart-Fritz created an illustrated guidebook containing standards for landscaping, streets, utilities, drainage, signage and architecture.

Subdivision Ordinance

Jackson County, IN

After adopting their comprehensive plan, the county immediately began implementation by updating their subdivision ordinance. This Subdivision Control Ordinance had a special challenge, since Jackson County does not have a County Engineer to contribute standards and oversee development review, so the ordinance must be both detailed and user friendly.

Citizen Planner Training

Various local communities in Indiana

Created and presented a variety of customized training for elected officials, plan commission and board of zoning appeals members throughout the state. Topics have included ethics and conflicts of interest, running a public meeting, zoning, comprehensive plans and implementation, architectural standards and subdivision regulations.

Old Town Noblesville Public Survey

Noblesville, IN

The City of Noblesville hired K.K. to determine if there was support for additional zoning protections in the "Old Town" Neighborhood. We used an old-fashioned door-to-door survey of property owners, that Ms. Gerhart-Fritz created, administered and tabulated the survey. K.K.'s survey was extremely successful, achieving a 70% response rate, and indicating that 3/4 of the property owners surveyed favored additional protections. Survey results were summarized in a report, which included recommendations for more in-depth neighborhood input on any additional zoning protections.

Old Town Noblesville Neighborhood Forums

Noblesville, IN

After the successful first phase of the project was complete, Noblesville officials once again asked K.K. to facilitate a series of neighborhood forums to discuss potential regulations for the area. Ms. Gerhart-Fritz developed and led four neighborhood forums: Survey Results and Introductions, Zoning and Land Use, Architectural Standards and Site Standards. Each forum began with a short illustrated presentation about the topic, a time for discussion, and then stakeholders completed surveys indicating their preferences. Results and recommendations were summarized in a final report, and the City is implementing additional protections.



Kenneth J. Remenschneider, CLARB, ASLA

President



Education

Bachelor of Environmental Design - 1982
Bachelor of Landscape Architecture
Honors Diploma - 1983
Ball State University College of
Architecture & Planning
Ball State University College of Business,
1981

Registration

Registered Landscape Architect –
Indiana
Council of Landscape Architects
Registration Board

Professional Affiliations

American Society of Landscape
Architects
Indiana Chapter ASLA
Upper White River Watershed Alliance:
Board Member
Sigma Lambda Alpha
National Honor Society for
Landscape Architects
Rails to Trails Conservancy
Indiana Native Plant & Wildflower
Society
Nature Conservancy
National Wildlife Federation

Community Involvement

Friends of Cold Springs School: 501C3:
President
ASCE School Rain Garden Projects
Landscape Architecture Design
Peoga Lake Nature Preserve –Board
Museum of Art Horticultural Society
Board Member & Benefit Auction
Chair 1998-2008

Presentations and Publications

Indianapolis Landscape Architecture,
published 1983, Landscape Architecture
Foundation

"Sustainable Landscapes"

One Day Program 2.25.10
Indianapolis Museum of Art

"Measuring Your Legacy as a Steward of
the Land"

2011 ASLA National Convention

Ken founded Remenschneider Associates, Inc. in 1989 to fulfill his desire to influence land development and site improvements in an environmentally responsible fashion while demonstrating the opportunities inherent within his clients' properties. Since then, the firm's 'opportunity planning' has become a signature service of his firm. His guidance ensures that staff will perform their work with respect and concern for clients' needs and the environment in which we live.

Project Experience

City of Franklin – Greenways, Gateways and Redevelopment Study

Opportunity Planning became a signature component of RAI's consulting services. By observing urban environments and looking beyond existing conditions to identify unmet potential, RAI's perceived opportunities in the City of Franklin took root years ago. Local support was garnered by his vision and engagement with several city leaders and stakeholders, including the local architectural preservation group, Franklin Heritage. The Greenways, Gateways and Redevelopment Study, paired with the Franklin Development Corporation programs, has prompted the renovation of several downtown buildings during an economic recession.

City of Indianapolis – Department of Public Works – Green Infrastructure

Beginning in 1998, Ken initiated a company wide effort to educate staff and inform clients of the importance of native plants in our contemporary world. This effort was launched concurrent with a large RAI master planning project; a 1,200 acre private wildlife preserve. The benefits of native plants to create wildlife habitat and keep agricultural runoff from harming the aquatic life in the stream soon became obvious as RAI expanded the use of native plants into commercial projects. When the USGBC issued site design standards requiring native plants for LEED certification, RAI was prepared. Soon thereafter the Federal Government increased storm water quality standards for cities and towns, promoting the use of native plants in Green Infrastructure designs. Every step of the way, RAI's knowledge and experience with native plants has found new applications. In 2011, RAI provided green infrastructure consulting services for a City of Indianapolis project, CSO 143. This combined sewer separation project will utilize Green Infrastructure to divert storm water from the sanitary sewers into a basin designed as a Nature Park.

Bradford Woods Opportunity Planning

Convinced that a heavily wooded recreational property owned by Indiana University and used by Camp Riley had untapped potential, Ken acted as project manager; identifying potential improvement opportunities for the entire site. Working with the Camp Director and stakeholders, he developed interest and justified financing for a variety of camp improvements. While managing opportunity planning for over 2500 acres, Ken and his design team prepared a dramatic arrival experience in combination with sustainability measures to be implemented throughout the property.

Indiana Government Center

Ken assumed the role of project manager for the Indiana Government Center Master Plan development and Phase One construction drawings. This effort laid the groundwork for Governor Robert D. Orr's consolidation of state government onto a 12 block urban campus in downtown Indianapolis. For over 2 ½ years, Ken managed a design team that re-established ceremonial spaces for large outdoor gatherings and oversaw the design of the Government Center streetscape with site furnishings, lighting, pylons and markers.



Brandon M. Schreeg, RLA, ASLA
Project Manager



Education

Bachelor of Science
Landscape Architecture
Minor in Art and Design, 2002
Purdue University

Professional Affiliations

American Society of Landscape
Architects
Indiana Chapter ASLA
Sigma Lambda Alpha
National Honor Society for
Landscape Architects
American Planning Association

Community Involvement

Indiana Urban Forest Council – Past
Board
Indiana Chapter ASLA – Past
Membership Committee
Keep Indianapolis Beautiful
John Marshall Middle School campus
improvement master plan

Presentations and Publications

Franklin, Indiana Visioning Study Public
Presentation, 2009

Holy Cross Neighborhood master
planning design charrette; Indianapolis,
IN, 2008

Mixed-use redevelopment master plan
presentation to DMD; Indianapolis, IN,
2007

Residential development master plan
presentation to City Council; Noblesville,
IN, 2004

Park and greenway master plan study
for the town of Delphi, IN, 2002

Land use study and streetscape master
plan for the Central Michigan Avenue
Association, Chicago, IL, 2001

Long Center for the Performing Arts
streetscape and site improvement
master plan, Lafayette, IN, 1999

Brandon's contributions to the Remenschneider Associates design team include creative capabilities and exemplary project management skills with a focus on land planning and community development. His leadership on multidisciplinary projects serves to produce creative, efficient, and responsible design solutions. Brandon's hardworking attitude and organizational skills allow his team to meet deadlines while producing innovative design solutions; supporting his desire to exceed our clients' expectations.

Project Experience

City of Franklin – Greenways, Gateways and Downtown Redevelopment Study

Brandon was the project manager for identification and design of two arterial greenway corridors, primary and secondary gateways, streetscape, and downtown redevelopment within the City of Franklin. His responsibilities were team coordination and lead design of all architectural and engineering solutions provided to City leaders. In addition, greenway routes were determined and coordination with the Mayor, City Planning and Engineering Departments and INDOT permitting and LPA departments was required.

City of Indianapolis DPW – Pogues Run CSO 143 Green Infrastructure Feasibility Report

A planning level investigation report was prepared as an upfront component of this sewer separation project. The East 21st Street corridor between Forest Manor Park and Bolton Avenue, within the CSO 143 drainage basin, was studied to better understand the benefits and associated costs with using sustainable infrastructure compared to standard inlet/pipe construction.

Central Greens – Perimeter greenway / Green Infrastructure

This redevelopment project, just west of Downtown Indianapolis, required significant flexibility due to the developer's interest in multiple uses for the site. Brandon designed conceptual master plans for residential, commercial and recreational uses. In addition, he identified perimeter greenways and trails throughout the site to increase connectivity and pedestrian access. Brandon worked with other professionals to preserve open space and sports facilities while reducing combined sewer overflows and promoting green development throughout the site.



Kelsey M. Behl, ASLA
Graduate Landscape Architect



Education

Bachelor of Science
Landscape Architecture
2007
Ball State University

Professional Affiliations

American Society of Landscape Architects
Indiana Chapter ASLA
Indiana Native Plant & Wildflower Society
Percussive Arts Society

Community Involvement

Keep Indianapolis Beautiful
Indiana Wildlife Federation
Volunteer Music Educator

Presentations and Publications

'Harmonie Park; A home for Drum Corps
International in Indianapolis' –Urban
Design and Event Planning Presentation,
Indianapolis, IN 2007

Kelsey brings creativity and originality into all of her work. While a passion for art and design shows in the visual quality of her work, she is focused on restoring our native ecosystem and protecting native plants and wildlife. Kelsey strives to express the importance of Art, Music, and Nature and use these media to enrich and improve our quality of life. Her key interests focus on sustainable development, storm water management and improving water quality, native landscape and wildlife habitat restoration, and improving the visual appeal of our communities.

Project Experience

City of Franklin – Greenways, Gateways and Downtown Redevelopment Study

Kelsey has collaborated on the conceptual design of a large greenway system in Franklin, Indiana. In addition to many large maps, Kelsey created a conceptual design document; a compilation of aerial imagery, computer aided design graphics and research, which maps the entire greenway and urban streetscape improvements throughout the two main corridors. This 80 page document shows historic properties in the affected areas, overlays the conceptual design onto recent aerial site photography, and helps with studying changes in materials and site constraints as the greenway itself passes through open areas, suburban corridors and the historic courthouse square. This document also compiles many streetscape improvement details such as street lighting, traffic signals, signage and other site elements.

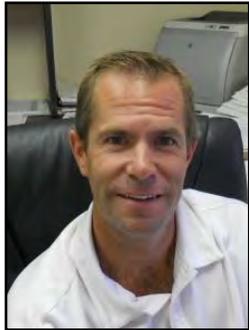
Department of Public Works –Sustainable Infrastructure Initiative

As part of this initiative, bio-retention basins and curbed swales will become part of our urban infrastructure in order to help manage storm water volume while increasing efforts to improve water quality. As water passes through these basins, wetland plant species remove pollutants. Kelsey created several planting plans and compiled a plant palette comprised of the best possible species, the majority of them native to Indiana, to serve as guideline for planting these bio-retention basins. Pulling from reliable sources, she researched the attributes of these wetland plants to compile a list of the species most suited for bio-retention while still focusing on the aesthetic of the designs.

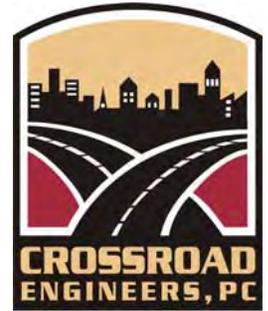
Town of Speedway – Sewer Separation/Green Infrastructure

Kelsey prepared construction documents for the green infrastructure basins that are to be installed in neighborhood setbacks, and collaborated on a green infrastructure design in front of the local elementary school. Design renovations allow storm water to flow from paved surfaces in the neighborhood, through curb turn-outs, into shallow basins where native plant species will help infiltration rates and water quality.

Trent E. Newport, P.E., L.S.



Trent is a Vice President and Director of CrossRoad Engineers' Field Services Department. In this role, he oversees every survey, R/W, and construction inspection project undertaken by CrossRoad. Trent is a Registered Professional Engineer and Professional Land Surveyor. He is also INDOT certified in all areas of construction inspection and has 18 years of experience in design and inspection.



Trent is a 1992 honors graduate of Tri-State University in Angola, Indiana, where he graduated with a B.S. degree in Civil Engineering and was the recipient of the Tri-State University Outstanding Civil Engineer Award. Trent joined CrossRoad Engineers in 1996.

Beginning in 2004, Trent has been instrumental in assisting the City of Carmel during its fast paced \$100 million street infrastructure reconstruction program by providing program management services. His duties include design review, right of way acquisition management, utility coordination, and construction sequence planning. Trent's responsibilities include managing the acquisition of almost 200 right of way parcels and coordination with 13 utility companies including 2 pipeline companies for the construction of more than 25 roundabouts and almost 20 miles of total road reconstruction.

Trent has also been providing these same roles: managing survey, right of way acquisition, and utility coordination for INDOT's State Road 14 project in Allen County. This project involves nearly 40 parcels including residential, multi-family, commercial, golf courses, utility parcels, etc. This project also involves the relocation of all major utilities in the area (water, sanitary sewer, electric distribution, electric transmission, gas pipeline, telephone, and cable). Due to the extensive time necessary for utility relocation prior to road construction, it was vital to combine right of way management with utility coordination to clear parcels needed for utility relocation.

Trent is leading the topographic survey data collection as well as the right of way engineering and acquisition as well as utility coordination efforts on the I-465 NE corridor project. This \$500 million interstate reconstruction and interchange modification project included more than 10 miles of interstate survey and approximately 100 parcels.

Trent also managed the ALTA Boundary Surveys for the Marathon Petroleum Company's acquisition of Gas America. Included in the acquisition were 88 property sites, 74 of which are located in Indiana and 14 in Ohio. Not being licensed in Ohio, Trent managed the work that was performed by firms located in Ohio. For the Indiana sites, Trent organized the work based upon the client's preferred priority listing of property closings. He dispatched our survey crews to all corners of the State to perform the courthouse deed research and the field work. He oversaw and managed our office personnel as they prepared the plats and legal descriptions within the guidelines of the title insurance company. The 74 Indiana ALTAs and the 14 Ohio ALTAs were completed within a period of about 70 days.



05. REFERENCES

The Planning Workshop Team



References

The Planning Workshop, Inc.

**Ms. Christine Owens, Director
Planning & Development Dept.**
Town Hall
11502 E. Washington Street
Cumberland, IN 46229-0155
317-894-6202
planner@town-cumberland.com
*Avon Comprehensive Plan
Pennsy Trail & Carrol RD Corridor Study*

**Mr. Randy Sims, Hope Town Council
Engineering Department**
123 Washington St.
Columbus, IN 47201
812-376-2540
rsims@columbus.in.gov
Comprehensive Plan

**Ms. Laura Parker, Asst. Town Manager
Town of Danville**
49 N. Wayne Street
Danville IN 46122
317-745-3007
lparker@danvilleindiana.org
*Thoroughfare Plan
Corridor Protection Study*

**Mr. Don Reitz, AICP, Director
Hendricks County
Planning & Bldg. Dept**
355 S Washington, #212
Danville, IN 46122-1759
317-745-9346
dreitz@co.hendricks.in.us
Comprehensive Plan

**Mr. Ed Mitro, Town Manager
Town Hall**
1100 West Oak Street
Zionsville, IN 46077
317-873-8245
emitro@zionsville-in.gov
Comprehensive Plan Amendments

**Ms. Heather Pope, AICP, Senior Planner
Columbus/Bartholomew Planning Dept.**
123 Washington St., # 8
Columbus, IN 47201
812-376-2550
hpope@columbus.in.gov
Citizen Planning Academy

**Mr. Ehren Bingaman, AICP,
Executive Director
Central Indiana Regional
Transportation Authority**
320 N. Meridian St., Suite 406
Indianapolis, IN 46204
317-327-7433
Ehren.Bingaman@indy.gov
Transit Stakeholder Interviews

**Ms. Joyceann Yelton, Senior Planner
Planning Department
City of Noblesville**
16 S 10th Street, Suite 150
Noblesville, IN 46060
317-776-6325
jyelton@noblesville.in.us
Survey & Neighborhood Forums

**Ms. Jennifer Miller, AICP, Assistant
Director
Department of Economic & Community
Development**
2728 E 171st St
Westfield, IN 46074
Phone: 317-804-3170
jmiller@westfield.in.gov
Public Official Training

Remenschneider Associates, Inc.

**Mike Hollibaugh
Director of Community Services
City of Carmel, IN**
One Civic Square
Carmel, IN 46032
317-571-2417
mhollibaugh@carmel.in.gov

**John Hazelett, Director
Indianapolis Office of Sustainability**
City County Building
Policy and Planning division
Department of Public Works
200 E. Washington St.
Indianapolis, IN 46204
317-327-7868
John.Hazlett@indy.gov

CrossRoad Engineers, PC

**Mike McBride, City Engineer
City of Carmel**
One Civic Square
Carmel, IN 46032
317-571-2441

**Ryan Cannon, Public Works Director
Town of Avon**
6570 E. US Hwy 36
Avon, IN 46123
317-272-0948