

# PROJECT PROCESS

## There are five primary phases to the Project Process:

**1. Inventory.** The inventory work element is essentially a community assessment. It identifies the resources and constraints of the community. This provides the context for identifying issues to be addressed by the planning process. Specific activities will include:

- a. Website Development
- b. Basemap Development
- c. Data Collection
- d. Document Review

**2. Issue Identification.** The issue identification work element is the process of deciding what problems to solve while creating a clear description of the desired future for a community. Issue identification will occur by analysis of inventory data, and by public involvement activities. Specific activities will include:

- a. Infrastructure Analysis
- b. Recreation Trails and Parks Review
- c. Interest Group Meetings
- d. City Officials Workshop
- e. Open House Meeting

**3. Alternatives Analysis.** The alternative analysis work element is the process of identifying solutions to problems, combining solutions into alternative scenarios, and evaluating the tradeoffs between scenarios. Specific activities will include:

- a. Alternative Development
- b. Infrastructure Needs Analysis
- c. Tradeoffs Analysis
- d. Planning Commission Review
- e. Municipal Electrical Analysis
- f. Stormwater/Drainage Analysis
- g. Extraterritorial and Annexation Analysis
- h. Open House Meeting

**4. Plan Development.** The plan development work element is the process of selecting the preferred development options for the community. This will include coordinating future land use development with long range infrastructure plans, economic development objectives, community facility objectives, and transportation improvements. Specific activities will include:

- a. Future Land Use Plan
- b. Transportation Plan
- c. Utilities Plan
- d. Parks & Recreation/Public Facilities Plan
- e. Interest Group Meetings
- f. Implementation Plan

**5. Plan Adoption.** The plan adoption work element is the presentation of the proposed Comprehensive Plan in hearings by the Planning Commission and City Council for adoption. Specific activities will include:

- a. Planning Commission Review/Open House
- b. Document Revision
- c. Planning Commission Hearing
- d. Governing Body Hearing
- e. Final Document Distribution

The logo for Ulteig, featuring the word "Ulteig" in white, bold, sans-serif font on a red rectangular background.

**Project Contact Information:**  
Joel Quanbeck, AICP  
Ulteig Engineers, Inc.  
3350 38th Avenue S  
Fargo, ND 58104  
701.280.8579  
Joel.Quanbeck@ulteig.com