

# Overview of the State Street Master Plan Study

## Task 1: Consensus on Project Objectives and Study Area Vision

The first task will begin with a site tour of the State Street area with the Planning Staff and representative(s) from the Planning Board. The Consultants will make contact with key stakeholders and property owners to discuss ideas for the area. With help from the Planning Staff and Board a Steering Committee shall be established after an initial kick off meeting with the Planning Board. The second meeting scheduled will be with the Steering Committee to review the schedule, establish project goals, and a Preliminary Project Vision. As a result of the brainstorm session to develop a Preliminary Vision, the Consultants will develop three alternative sketch concepts for the future of the study area to illustrate different land use, design, and circulation options.

After the development of the three scenarios, a third meeting will be held with the Steering Committee to review the alternative scenarios. A preliminary list of action plan items will be generated. Once a preferred vision is established, the first of two web-based surveys will be promoted and conducted by the Consultants to seek a non-scientific response from the Town on the proposed Master Plan.

## Task 2: Interactive Public Process

While the web survey is underway, the Consultants will conduct a Public Forum to present the preferred scenario of the Steering Committee. The Forum will include small group hands on illustrations, a “comment board”, and a survey on the preferred alternative, design, and uses. The Consultants will summarize the public comments from the Forum.

## Task 3: Finalize Preferred Plan

The Consultants will prepare a Draft Land Use Concept and Action Plan from the results of the web-based survey and public forum. A fourth meeting will be held as a joint meeting between the Planning Board and Steering Committee to review and receive comments on the draft. In addition, the second web-based survey will be promoted and conducted by the Consultants. From the results of the second web-based survey, comments on the Draft Land Use Concept and Action Plan, public comments received at the Steering Committee, Planning Board, and the Public Forum meetings a final State Street Master Plan will be completed.