



Comprehensive Planning Services

The preparation and filing of Comprehensive Plans with the State of Maine is not mandatory. However, there are many advantages for filing a current Plan that aligns with the State's Growth Management Act:

- A Plan provides legal protection for your community's ordinances. A State-approved plan is required to impose a zoning ordinance beyond the state minimum for shoreland zoning, to legally create an impact fee ordinance, or legally create a rate of growth or building cap ordinance.
- A Plan helps a town qualify for certain state grant and loan programs. Examples include Community Development Block Grants (CDBG), Land for Maine's Future, Municipal Investment Trust Fund, DEP 319(h) Non-Point Source Protection Grants, Land and Water Conservation Fund, DEP State Revolving Loan Fund, and more.
- Good planning makes good communities. A Plan will help sustain rural living, balance economic prosperity with quality of life, support healthy communities (healthy landscape and walkable communities), protect waterfronts and agricultural properties, and allows for sound decisions in town management.

Eastern Maine Development Corporation (EMDC) can help your community with the preparation of a Comprehensive Plan, either by assisting you with the process or by developing the plan in its entirety. Elements that are specifically required in order to be deemed consistent with the State's Growth Management Act are provided below. (**Consistency is usually required when communities seek State grant funding for local efforts.**)

Included in the Comprehensive Plan will be:

- Vision Statement
- Public Participation Summary
- Regional Coordination Program
- Topic Area Components – in order to be found consistent with the Growth Management Act, the plan must contain the state goal, analyses, condition and trend data, policies, and strategies for each for the following required topic areas:
 - *Historical/ Archaeological Resources*
 - *Water Resources*
 - *Natural Resources*
 - *Agriculture & Forestry Resources*
 - *Marine Resources (if applicable)*
 - *Population & Demographics*
 - *Economy*
 - *Housing*
 - *Recreation*
 - *Transportation*
 - *Public Facilities & Services*
 - *Fiscal Capacity & Capital Investment Plan*
 - *Existing Land Use & Future Land Use Plan*

Fee-For-Service

To maximize access to comprehensive planning, we offer flexibility in our services/fees based upon your individual needs and available budget.

In negotiating a contract for consulting services with the EMDC, municipal leaders should consider which of the tasks can be completed in a timely manner by community members. The major difference between a \$10,000 contract and a \$20,000 contract is the number of hours that an EMDC planner puts in on a project and the number of meetings he or she attends.

The more public involvement there is in comprehensive planning, the more realistic the Plan will be. Frequently, the planning process itself is the most valuable part of the exercise as relationships are built while residents share information, express opinions, and work for the betterment of the community.

The following pricing sheet lists the individual elements where EDMC Community Services can provide assistance, and provides a comparison between assisting and full preparation responsibilities. The fee is estimated at \$50/hour (salary and employee benefits).

Plan Maintenance Fee

More important is the overall maintenance of the Comprehensive Plan. EMDC can provide assistance in updating the Comprehensive Plan according to changes. This is a value-added service that is not included in the Plan Development. Updating and maintaining a comprehensive plan allows for the municipality to quickly submit their plan to the State for their five year review. It also allows for the municipality to have an updated plan when applying for a series of different funding opportunities.

Rates are negotiable and will vary depending on the role of involvement that is agreed upon by the municipality and EMDC. Plan Maintenance is not taken in account for in the attached costing sheet.



Cost Comparisons in the Preparation of Comprehensive Plans	PART TIME EMDC SERVICES		FULL TIME EMDC SERVICES	
	Hours	Price	Hours	Price
Review of Existing Reports & Plans with Municipality*	5	250.00	5	250.00
Plan Roll Out Meeting & Introductory*	2	100.00	2	100.00
Phase One*	30	1500.00	70	3500.00
Population & Demographics	5	-	10	-
Economy	5	-	10	-
Housing	10	-	25	-
Transportation	10	-	25	-
Phase Two*	30	1500.00	70	3500.00
Water Resources	10	-	25	-
Natural Resources	10	-	20	-
Agricultural & Forest Resources	5	-	15	-
Marine Resources (if applicable)	5	-	10	-
Phase Three*	20	1000.00	40	2000.00
Historical & Archaeological Resources	5	-	10	-
Recreation	5	-	10	-
Public Facilities & Services	5	-	10	-
Fiscal Capacity & Capital Investment Plan	5	-	10	-
Phase Four*	52	2600.00	104	5200.00
Introduction/ Vision Statement	4	-	8	-
Public Participation Summary	4	-	8	-
Regional Coordination Program	4	-	8	-
Plan Implementation/ Evaluation (5-Year Plan)	15	-	30	-
Existing & Future Land Use	20	-	40	-
Appendix	5	-	10	-
Public Information Meetings*	8	400.00	8	400.00
Phase One	2	-	2	-
Phase Two	2	-	2	-
Phase Three	2	-	2	-
Phase Four	2	-	2	-
Submission to State of Maine	0	-	5	250.00
Respond to Comments by State of Maine	6	300.00	12	600.00
Prepare the Final Draft	10	500.00	20	1000.00
Present to Town Council	0	-	4	200.00
Public Hearing	6	300.00	6	300.00
Subtotal:	169	8450.00	346	17300.00
<i>Add Mileage Expense:</i>	-	200.00	-	350.00
<i>Add Supply Expense:</i>	-	350.00	-	350.00
<i>Add Contingency:</i>	20	1000.00	40	2000.00
TOTAL:	189	10000.00	386	20000.00