



**DAN JOHNSON**  
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

April 18, 2019

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval to Apply for a  
Metro 2040 Planning and Development Grant

<b>Purpose/Outcome</b>	The purpose of the project is to remove development barriers for affordable housing and mix-use proposals along key corridors in Clackamas County. Outcomes include regulatory updates to create a flexible and clear process for achieving a mix of uses and higher density housing for various income levels along the corridors.
<b>Dollar Amount and Fiscal Impact</b>	Grant Request for \$250,000
<b>Funding Source</b>	Metro Planning and Development Grant, Cycle 7. Planning staff time (General Fund) will be used as matching funds.
<b>Duration</b>	Oct 2019 and June 2021
<b>Previous Board Action/Review</b>	None.
<b>Counsel Review</b>	This item does not require Counsel Review. Finance has reviewed the Life Cycle Form.
<b>Strategic Plan Alignment</b>	Build public trust through good government Grow a Vibrant Economy
<b>Contact Person</b>	Karen Buehrig, (503) 742-4683

Building on the work of the Clackamas County Housing Affordability and Homeless Task Force, the **Corridors: Affordable Housing and Mixed Use** project will analyze and identify appropriate regulatory amendments needed to achieve higher density housing for various income levels along key multi-modal transportation corridors. Central to the project will be an equitable engagement process with the community to develop recommendations supporting the needs of people living and working in Clackamas County.

The timing of this project supports both the recently passed Metro Affordable Housing Bond, as well as discussions underway related to the regional transportation funding measure. It provides the opportunity for supporting affordable housing accessible to frequent, high quality transit, as well as other transportation options.

**RECOMMENDATION**

Staff respectfully recommends the Board approve the attached Lifecycle form and sign the Letter of Support for the “Corridors: Affordable Housing and Mixed Use” project.

Sincerely,

Karen Buehrig  
Long Range Planning Manager

# Grant Application Lifecycle Form

Use this form to track your potential grant from conception to submission.

Sections of this form are designed to be completed in collaboration between department program and fiscal staff.

**\*\* CONCEPTION \*\***

Note: The processes outlined in this form are not applicable to disaster recovery grants.

## Section I: Funding Opportunity Information - To be completed by Requester

Lead Department: Transportation and Development Application for:  Subrecipient funds  Direct Grant  
Grant Renewal?  Yes  No

Name of Funding Opportunity: 2040 Planning and Development Grants  
Funding Source:  Federal  State  Local: Metro  
Requestor Information (Name of staff person initiating form): Karen Buehrig  
Requestor Contact Information: x4683 karenb@clackamas.us  
Department Fiscal Representative: Diedre Landon  
Program Name or Number (please specify): Long Range Planning  
Brief Description of Project:

The purpose of the project is to identify actions that remove development barriers for affordable housing and mix-use proposals along key corridors in Clackamas County. The project will include zoning development ordinance and comprehensive plan language amendments that will help create a flexible and clear process for achieving higher density housing for various income levels. It would also look at identifying a supportive mix-uses along corridors which have existing or planned high quality transit service and feature a high quality pedestrian environment, convenient access to transit and where increased residential and employment densities are appropriate, such as SE 82nd Avenue corridor and McLoughlin corridors. Building on the direction from the Clackamas County Housing Affordability and Homeless Task Force, the primary activity will be to facilitate equitable engagement with the community, developing recommendation that support the needs people living and working in Clackamas County. It will build off of other local efforts, including the McLoughlin Area Plan, the Park Ave Development and Design Standards Project and the Fuller Road Station Area.

Name of Funding (Granting) Agency: Metro

Agency's Web Address for Grant Guidelines and Contact Information:  
<http://www.oregonmetro.gov/tools-partners/grants-and-resources/2040-planning-and-development-grants>

**OR**

Application Packet Attached:  Yes  No  
Completed By: Karen Buehrig, Transportation Planning Supervisor Date: 10-Apr-19

**\*\* NOW READY FOR SUBMISSION TO DEPARTMENT FISCAL REPRESENTATIVE \*\***

## Section II: Funding Opportunity Information - To be completed by Department Fiscal Rep

Competitive Grant  Non-Competing Grant/Renewal  Other Notification Date: Fall 2017  
CFDA(s), if applicable: \_\_\_\_\_  
Announcement Date: 02/08/2019 Announcement/Opportunity #: Cycle 7. February 2019  
Grant Category/Title: 2040 Planning and Development Grants Max Award Value: \$250,000  
Allows Indirect/Rate: \_\_\_\_\_ Match Requirement: Staff time needed to support the project  
Application Deadline: 04/19/2019 Other Deadlines: \_\_\_\_\_  
Grant Start Date: August 2019- Jan 2020 Other Deadline Description: \_\_\_\_\_  
Grant End Date: \_\_\_\_\_

Completed By: 06/01/2021

Pre-Application Meeting Schedule: Pre-application meeting with Metro was held on March 19, 2019

**Section III: Funding Opportunity Information - To be completed at Pre-Application Meeting by Dept Program and Fiscal Sta**

**Mission/Purpose:**

*1. How does the grant support the Department's Mission/Purpose/Goals?*

The project supports the Performance Clackamas goals of : Build public trust through good government; Grow a vibrant economy; and Ensure safe, healthy and secure communities

*2. How does the grant support the Division's Mission/Purpose/Goals? (If applicable)*

The project supports plan development (updates to the Zoning & Development Ordinance), coordination and public engagement services to residents; businesses; County decision-makers so they can plan and invest based on a coordinated set of goals and policies that guide future development.

*3. What, if any, are the community partners who might be better suited to perform this work?*

If successful, the grant funds will be spent on a consultant to perform the work. DTD staff will be managing this contract.

*4. What are the objectives of this grant? How will we meet these objectives?*

The objectives of the grant program are to address barriers to development and to advance the 2040 Growth Concept. Projects are expected to undertake concept planning and comprehensive planning projects in urban reserves or new urban areas OR facilitate 'equitable development' within the Urban Growth Boundary OR facilitate development in centers, corridors, station areas and employment/industrial areas.

*5. Does the grant proposal fund an existing program? If yes, which program? If no, what should the program be called and what is its purpose?*

The grant proposal does not fund an existing program -- this is a project specific grant.

**Organizational Capacity:**

*1. Does the organization have adequate and qualified staff? If yes, what types of staff are required?*

*If no, can staff be hired within the grant timeframe?*

The organization does have adequate and qualified staff to manage a consultant to undertake the proposed project.

*2. Is there partnership efforts required? If yes, who are we partnering with, what are their roles and responsibilities, and are they committed to the same goals?*

Yes, there will be a partnership effort required with the Business and Community Services department as well as health Housing and Human Service. Citizen Planning Organizations and other community groups will be engaged throughout the process.

*3. If this is a pilot project, what is the plan for sunseting the program or staff if it does not continue (e.g. making staff positions temporary or limited duration, etc.)?*

This is not a pilot project.

4. If funding creates a new program, does the department intend that the program continue after initial funding is exhausted? If so, how will the department ensure funding (e.g. request new funding during the budget process, discontinue or supplant a different program, etc.)?

The funding will not create a new program

#### Collaboration

1. List County departments that will collaborate on this award, if any.

Three county departments that will collaborate on this grant if awarded: Transportation and Development; Business and Community Services and Health Housing and Human Services.

#### Reporting Requirements

1. What are the program reporting requirements for this grant?

The County must submit progress reports and any deliverables to Metro on a quarterly basis.

2. What is the plan to evaluate grant performance? Are we using existing data sources? If yes, what are they and where are they housed? If not, is it feasible to develop a data source within the grant timeframe?

The grant will be evaluated on the deliverables submitted and the ability to make the proposed changes to the Comprehensive Plan and to the Zoning Development Ordinance which guides development within the corridors.

3. What are the fiscal reporting requirements for this grant?

Grant funding will be distributed in incremental payments made at the completion of the project's major milestones. Grantees will submit progress reports documenting the completion of the work tasks and milestones prior to receiving payment. Progress reports must also document the financial contributions that were included as a match or leverage in the grant application and described in the proposed budget.

#### Fiscal

1. Will we realize more benefit than this grant will cost to administer?

Yes, the benefits that could be realized from grant will be greater than the cost to administer.

2. What other revenue sources are required? Have they already been secured?

No other revenue sources are required for this project. Staff time programmed in General Fund (Fund 214) **General Fund** will be used to satisfy the match requirements of this grant.

3. Is there a match requirement? If yes, how much and what type of funding (CGF, Inkind, Local Grant, etc.)?

These grant funds will be matched with in-kind hours from staff at DTD

4. Is this continuous or one-time funding? If one-time funding, how will program funding be sustained?

This is a one-time funding request - project specific. It is not funding the creation of an ongoing program.

5. Does this grant cover indirect costs? If yes, is there a rate cap? If no, can additional funds be obtained to support indirect expenses and what are they?

Grant covers indirect costs. There is no cap, however, a high rate can affect competitiveness of the grant as it drives up costs while not increasing deliverables. Grant is paid in task based installments. Per Lisa Miles @ Metro

Program Approval:

Karen Buehrig 04/10/2019 [Signature]
Name (Typed/Printed) Date Signature

\*\* NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR \*\*

Section IV: Approvals

DIVISION DIRECTOR OR ASSISTANT DIRECTOR (or designee, if applicable)
Jennifer Hughes, Planning Director 04/10/2019 [Signature]
Name (Typed/Printed) Date Signature

DEPARTMENT DIRECTOR
Dan Johnson, Director 4-10-19 [Signature]
Name (Typed/Printed) Date Signature

IF APPLICATION IS FOR FEDERAL FUNDS, PLEASE SEND COPY OF THIS DOCUMENT BY EMAIL TO FINANCE (FinanceGrants@clackamas.us). ROUTE ORIGINAL OR SCANNED VERSION TO COUNTY ADMIN.

Section V: Board of County Commissioners/County Administration

(Required for all grant applications. All grant awards must be approved by the Board on their weekly consent agenda regardless of amount per local budget law 294.338.)

For applications less than \$150,000:

COUNTY ADMINISTRATOR Approved: [ ] Denied: [ ]
Name (Typed/Printed) Date Signature

For applications greater than \$150,000 or which otherwise require BCC approval:

BCC Agenda item #: [ ] Date: [ ]
OR
Policy Session Date: [ ]

County Administration Attestation
County Administration: re-route to department contact when fully approved.
Department: keep original with your grant file.

2040 Planning and Development Grants, Review Committee  
Metro Regional Government  
600 NE Grand Ave  
Portland, OR 97232

April 18, 2019

Re: Letter of Support for Clackamas County 2040 Grant Request  
Corridors: Affordable Housing and Mixed Use Development

Dear Metro 2040 Grants Review Committee,

On behalf of the Clackamas County Board of Commissioners, I am writing in support of the Corridors: Affordable Housing and Mixed-Use Development proposal being submitted by the Clackamas County Department of Transportation and Development (DTD). The purpose of the proposed project is to identify actions to remove barriers for affordable housing and mixed-use development opportunities along key corridors in Clackamas County. The project will include Zoning and Development Ordinance (ZDO) and Comprehensive Plan amendments that will help create a flexible and clear process for achieving higher density housing for people at various income levels.

With the increasing shortage of affordable housing throughout the Portland area, now is the time for Clackamas County to review these standards in our primary multi-modal corridors, such as McLoughlin Boulevard and 82<sup>nd</sup> Avenue, and identify and remove barriers to providing a more livable, affordable community for all of our residents. Building on the direction from the Clackamas County Housing Affordability and Homeless Task Force, one of the project's primary activities will be to facilitate equitable engagement with the community to develop recommendation that support the needs of people living and working in Clackamas County.

The timing of this project supports the recently passed Metro Affordable Housing Bond and the discussions underway related to the regional transportation funding measure. It provides the opportunity for supporting affordable housing accessible to frequent, high quality transit, as well as other transportation options.

Engagement with our community about this topic is critical. Recent projects funded through the Metro 2040 grant program will be used as examples of ways to reach out and implement equitable engagement, which is the foundation of support necessary to implement the outcomes.

Thank you for the opportunity to partner with Metro on this very important project.

Sincerely,

Jim Bernard, Chair  
Board of County Commissioners