



Housing Capacity Analysis Grant Application

Resolution 2025-16 Authorizing 2025-2027 DLCD Housing Planning Assistance Grant Application in Partnership with LCOG

Meeting Date	Staff Contact	Email
July 8th, 2025	Megan Winner, Planning Director Adam Hanks, City Administrator	megan.winner@coburgoregon.gov adam.hanks@coburgoregon.gov

SUMMARY AND REQUESTED COUNCIL ACTION

It is the administrative policy and operating norm to seek formal Council approval for grant applications greater than \$10,000 in funding potential. Resolution 2025-16 provides formal approval to submit a grant application seeking Department of Land Conservation and Development (DLCD) funding to conduct the residential portion of a buildable lands inventory (BLI) utilizing the DLCD Housing Planning Assistance Grant Program in partnership with Lane Council of Governments (LCOG) and a limited number of additional Lane County cities.

Suggested Motion

I move to adopt Resolution 2025-16, a resolution authorizing 2025-2027 Department of Land Conservation and Development Housing Planning Assistance Grant Application.

BACKGROUND

The City of Coburg’s buildable lands inventory (BLI) is severely outdated, and the Council adopted Framework for Continued Progress includes updating the BLI as a priority(Framework Objective II-2). DLCD currently has grant funding available specifically for housing planning, which could address the residential lands portion of a BLI update. This would be a joint application led by LCOG in partnership with a small number of other Lane County cities of varied, but smaller, sizes.

The Lane Council of Governments (LCOG), with assistance from the City of Coburg and in partnership with a limited number of additional Lane County cities, would prepare an application to the Oregon Department of Land Conservation and Development’s (DLCD) 2025–2027 Housing Planning Assistance Program to support the completion of a Housing Capacity Analysis (HCA) for the City of Coburg. Oregon DLCD’s Housing Planning Assistance Program provides funding and technical support to cities, counties, tribal governments, and regional entities to help plan for housing that meets the needs of all Oregonians. The program assists communities in conducting Housing Capacity Analyses, preparing Housing Production Strategies, updating comprehensive plans and development codes, and addressing regulatory barriers to housing development.

Emphasizing equity, affordability, and housing choice, the program prioritizes projects that support statutory compliance with Oregon’s housing laws, promote fair housing outcomes, and build local capacity to address housing challenges.

Coburg has longstanding challenges in addressing increasing housing pressure. Coburg lacks current, data-driven insight into its capacity to meet present and future housing needs, including potential UGB expansion. The City’s most recent state-acknowledged housing analysis is outdated and does not reflect current demographic shifts, market trends, or policy needs. Through this proposed project, Coburg will work closely with LCOG and other Lane County communities to develop a clear understanding of its buildable land supply, future housing needs across income levels, and opportunities to align local policies with Oregon’s statewide housing goals. With support from LCOG and DLCD, the City seeks to position itself to make informed planning decisions that promote housing affordability, choice, and long-term livability.

The application period is currently open and will close in August. If the project is successful, work would begin in late 2025 or early 2026. The grant would provide dedicated funding for Coburg staff to support the project at a range of levels. Other communities investigating the opportunity presently are Creswell and Cottage Grove. Although LCOG is proposing attractive efficiencies of scale with project, each of the proposed communities has varying regulatory nuances based on population and LCOG’s methodology will be appropriately customized for each community. A Technical Advisory Committee and community outreach will be a part of the proposed project scope of work. DLCD does not have a match requirement for the funding. A City resolution of commitment will be required for any successful award.

RECOMMENDATION

Staff recommends Council adopt the attached resolution authorizing grant application to the 2025- 2027 DLCD Housing Planning Assistance Grant Program.

BUDGET / FINANCIAL IMPACT

Grant funds will be awarded to LCOG as the primary application/project manager/facilitator of the work product(s). Documented Coburg staff time within the project scope is eligible for reimbursement, providing external revenue for a portion of the budgeted personnel costs within the Planning Department portion of the General Fund. No local matching funds are required.

RELEVANT COUNCIL GOAL, CITY POLICY OR COMPREHENSIVE PLAN

The proposed project supports the long-range planning goal of the Council Framework which explicitly prioritizes updating the buildable lands inventory. It also supports Coburg’s Comprehensive Plan objective for Goal 10: Housing, to *“Promote a range of housing choices to meet the needs of existing and future residents”* and several policies of Goal 10 such as,

- *“Policy 13: The City shall coordinate with LCOG to review housing data from each census. The Housing Element of this plan shall then be reviewed and revised to reflect the new data and any other new state, federal and/or county programs or information.”* and

- *“Policy 27: The City shall consider a range of tools to meet the housing needs of present and future residents, including (but not limited to) multiple residential zones, mixed-use zones, sufficient land to meet identified housing needs, appropriate minimum lot sizes, and accessory dwelling units.”*

PUBLIC INVOLVEMENT

A Technical Advisory Committee and community outreach will be a part of the proposed project scope of work. Planning Commission and City Council would also be involved throughout the process with updates and acceptance of the final project deliverables.

NEXT STEPS

Upon Council approval, staff will coordinate with LCOG to complete a grant application to the DLCD program for consideration. Should the grant be awarded, staff will bring the contract agreement forward to Council for final review and acceptance.

ATTACHMENTS

1. Draft Resolution 2025-16 Authorizing 2025-2027 DLCD Housing Planning Assistance Grant Application
2. Housing Planning Assistance Overview Packet - provides an overview of the program's goals, priorities, eligibility requirements, and evaluation criteria