



REQUEST FOR COUNCIL ACTION

Title: 2023-25 Technical Assistance Grant—Comprehensive Plan

Preferred Agenda: October 10, 2023

Submitted By: Blair Larsen, Community & Economic Development Director

Reviewed By: Kelcey Young, City Manager

Type of Action: Resolution X Motion Roll Call Other

Relevant Code/Policy: City of Sweet Home Comprehensive Plan

Towards Council Goal: Vision Statement: Aspiration I: Desirable Community

Attachments: 2023-25 Technical Assistance Grant Application
Resolution No. 26 for 2023: Technical Assistance Grant Application to DLCD

Purpose of this RCA:

The purpose of this RCA is to request Council support for a grant application to the Oregon Department of Land Conservation and Development for technical assistance to conduct periodic review of the City’s Comprehensive Plan.

Background/Context:

The City of Sweet Home Comprehensive Plan is a Council-adopted document that serves as policy guidance for all other planning documents, policies, and ordinances. It is intended to be updated regularly in order to reflect changes in state law, demographics, and other variables. The City first adopted a Comprehensive Plan in 1982, and periodic reviews were conducted in 1989 and 2003. An update to the plan is now overdue.

The Department of Land Conservation and Development offers technical assistance grants to cities to assist with planning work like this. Periodic review of Comprehensive Plans is one of the priorities of the grant program.

City Staff have submitted the attached grant application, however it is not complete until a resolution showing Council support has been adopted and submitted.

The Challenge/Problem:

How does the City adjust its planning rules to reflect the current and future needs of the community?

Stakeholders:

- Sweet Home Residents – Residents deserve to live in a community with policies and ordinances that reflect current and future needs for housing, commercial development, and industrial lands.
- Sweet Home Current and Future Employers – Employers seek to operate in cities that have adequate housing for their employees, sufficient land for their facilities, and well-planned transportation and utility systems.
- Sweet Home City Council – The City Council is ultimately responsible for plans and policies that shape the current and future growth of Sweet Home, and has set a goal to make Sweet Home a community that is desirable to live in.
- Sweet Home City Staff – Staff work more efficiently when City policies are in line with City goals, and when there are current clear plans and data to guide their efforts.

Issues and Financial Impacts:

The grant program has no matching funds requirement; however the City stands a better chance of being approved if a match is included. Staff estimate that the full cost of this project will be \$70,000 and are applying for \$60,000 in grant funding. Staff recommend that the City contribute \$10,000.

Elements of a Stable Solution:

An approved grant application and resulting grant award that funds periodic review of the City's Comprehensive Plan.

Options:

1. Do Nothing – Authorize no grant application for this purpose or work.
2. Adopt Resolution No. 26 for 2023 as currently proposed – Adopt Resolution No. 26 as written.
3. Adopt Resolution No. 26 for 2023 with Changes – Adopt Resolution No. 26 with specified changes.
4. Direct Staff to research other options – Direct staff to research other ways to accomplish the same purpose.

Recommendation:

Staff recommends option 2: Adopt Resolution No. 26 for 2023 as currently proposed.