

ATTACHMENT 1

From: Gerry Uba [<mailto:Gerry.Uba@oregonmetro.gov>]

Sent: Monday, June 23, 2014 4:16 PM

To: Hales, Mayor

Cc: Bob Stacey; Sam Chase; Manning, Barry; Martha Bennett; Elissa Gertler; John Williams; Meganne Steele; Amy Croover; Alexandra Eldridge

Subject: Notice of additional funding available to partially funded Metro Community Planning and Development Grants projects

Dear Mayor Hales,

As you know, Metro Council awarded Portland a \$380,759 Community Planning and Development Grant (CPDG) for the Mixed-Use Zoning Project in August 2013. Due to the large number of qualified applications and limited funding, Metro was forced to make some difficult decisions and award less than the \$425,500 you applied for. The purpose of this email is to share good news: due to the continued increase in construction excise tax revenues which fund CPDG, the Metro Council has approved additional funding of \$44,741 to fully fund your project.

If you are interested in receiving the additional funding, your project manager, who is copied on this email, is expected to send a short proposal to me by July 15, 2014 explaining:

- How the additional fund would be utilized;
- How the current scope of work will change, including additional outcomes; and
- Proposed changes in the milestones and deliverables in Exhibit A to the signed IGA.

We will work with your project manager to implement these changes on your amended IGA.

Metro appreciates your continued partnership to make this region and your community a great place to live, work and play. If you have questions, please do not hesitate to contact Metro Chief Operating Officer, Martha Bennett, directly at 503-797-1541 or martha.bennett@oregonmetro.gov, or have your project manager contact me at 503-797-1737; gerry.uba@oregonmetro.gov.

Sincerely,

Gerry Uba

Community Planning and Development Grants project manager

AMENDMENT NUMBER 1CONTRACT NUMBER 30003798

FOR

Construction Excise Tax Grant (CET) - Mixed-Use Zoning Project

In January, 2014, the Portland City Council authorized the Bureau of Planning and Sustainability accept a grant from Metro for a Mixed Use Zoning Project. Ordinance No. 186405. The City of Portland and Metro have agreed to amend the grant agreement to provide additional resources of \$44,741, and to revise the scope of work and deliverables from the City.

Now, therefore, Metro and the City of Portland agree to the following amendments to Contract No. 3000398/932496:

1. The total amount of funding available under the grant agreement is increased by an additional \$44,741.
2. The Milestones and Deliverables for the grant agreement are modified as described in the Revised Exhibit A – Schedule for Release of Funds, attached to this Amendment No. 1.
3. The Mixed Use Zoning Project Scope of Work is modified as described in Revised Exhibit B, attached to this Amendment No. 1.

This amendment to Contract No. 30003798 may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same contract amendment.

The parties agree the City and Metro may conduct this transaction by electronic means, including the use of electronic signatures.

All other terms and conditions of the Mixed Use Zoning Project shall remain unchanged by this Amendment No. 1, and shall remain in full force and effect.

Contract Number: 30003798 Amendment Number: 1

Contract Title: Construction Excise Tax Grant (CET) - Mixed-Use Zoning Project

CITY OF PORTLAND:

By: _____
Elected Official

Date: _____

Approved as to Form:

By: _____
Office of City Attorney

Date: _____

EXHIBIT B – Revised Scope of Work

METRO CET PLANNING GRANT APPLICATION - REVISED 12/09/201307/23/014
Mixed-Use Zoning Project

Mixed-Use Zoning Project – Full Application**Project Narrative****A. Project Description**

Twenty-two years ago, the City of Portland adopted eight mixed use commercial zones; prior to that the City of Portland adopted the EX zone, which also allows mixed uses. While successful in many ways, the existing commercial zones do not adequately address a number of issues that are critical to creating compact, walkable and attractive urban neighborhoods. Specifically, the City's mixed use commercial zones do not focus ground floor commercial uses in high opportunity areas or allow for flexibility with respect to building height and bulk. The standards were created with a one-size-fits-all principle and do not respond to variation in Portland's urban form. In addition, many of these zones do not adequately discourage auto-oriented development or create successful transitions between higher density mixed-commercial areas and adjacent, lower density residential areas.

As Portland's population grows—Metro's 2035 growth forecast indicates the city will grow by as many as 121,000 households and 134,000 new jobs, given recent trends, it is reasonable to expect that much new residential development will be in mixed use zones outside the Central City. Since 2008, nearly 45 percent of new residential units outside the Central City were built in mixed use areas and growth capacity studies show that nearly 48 percent of new residential development will occur in these areas. In addition, mixed use areas outside the Central City contain 43 percent of Portland's employment growth capacity.

As development in mixed use areas outside the Central City increases; and in concert with the development of the first new Comprehensive Plan since 1980, which promotes a more sustainable, compact urban form; encourages growth in Town and Neighborhood Centers; supports high levels of transit use, walking and biking; and encourages context-responsive design, it is necessary for the City of Portland to revisit and revise the mixed use commercial regulations outside the Central City. *For more information, please see Project Background.*

The goal of this project, the Mixed use Zoning Project, is to produce a new set of mixed use zones and development standards for properties outside the Central City.

Approach

- Develop and implement an inclusive public participation process, including a project advisory group (PAG) to guide the project, ensure broad-based citywide participation and create a transparent and open process.
- Summarize current mixed use regulations and design approaches, including base zone use and development standards, plan districts, overlay zones, design standards, design guidelines, and additional use and development regulations that may apply to mixed use areas, such as parking and loading, and landscape and screening to better understand the regulatory context.

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- Complete and document best practices research to better understand how other communities have created successful walkable, mixed use centers and develop thorough knowledge of zoning code best practices.
- Analyze the differences in development outcomes in mixed use commercial zones in different parts of Portland through a series of case studies to determine which areas perform well and which have development that does not meet stated goals.
- Complete economic development assessments to determine where zoned capacity and development and design requirements exceed likely development potential given the real estate market, development types and other market variables; and identifying areas with potential for catalytic development when paired with public investments identified in the Comprehensive Plan.
- Work with community members and advisory groups to identify ways to create more attractive transitions between taller mixed use buildings and adjacent lower density residential buildings.
- Develop a preferred approach for revising the mixed use commercial zones and potentially design guidelines; analyzing the market feasibility of the preferred approach; soliciting feedback from the community and advisory groups, including the PAG, the Planning and Sustainability, Design and Historic Landmarks Commissions.
- Write and revise new mixed use commercial zoning regulations, soliciting and responding to community feedback and potentially developing design guidelines.

For more information on project tasks, please see the Budget Narrative.

Anticipated Project Outcomes

- Implementation of new Comprehensive Plan policies and other components.
- Focused mixed use development in higher opportunity and/or higher demand areas.
- Development standards that respond to community context, as defined by the Pattern Areas in the Comprehensive Plan.
- A more compact and sustainable urban form that concentrates commercial services in centers and increases access to transit.
- Simplified development standards.
- A more contemporary and modern zoning code.
- Clarified development expectations for both developers and residents, which will result in reduced controversy in response to public and private investment.

B. Project Site Description

All properties (12,300 tax lots) in mixed use commercial zones will be affected by this project. Although properties within the mixed use commercial zones make up only 6.2 percent of the City of Portland's land area, recent growth capacity studies show that nearly 48-percent of future residential growth will occur in these zones.

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Since 2008, research shows that development along mixed use commercial corridors in Inner Portland has steadily increased. This development has resulted in a greater variety of housing options, as well as in new commercial development in some areas of the city. However, it has also resulted in significant community frustration. At the same time, although the number of housing units in East Portland has increased, they have not been accompanied by increases in walkable commercial areas. Many residential areas east of 82nd Avenue do not have convenient, safe and walkable access to services. The project will draw upon the Portland Plan's 20-minute Neighborhoods Index.

The growth potential in Portland's mixed use commercial zones, along with a trend of increasing development and density along mixed use commercial areas in Inner Portland and the need to improve commercial services and housing options in East Portland, raises the importance of revising the mixed use zoning regulations to intentionally focus and direct development in ways that benefit more Portlanders.

Mixed use commercial zones are found throughout Portland—from Hollywood Town Center to Interstate Avenue, and from SW Barbur and Hillsdale to SE Division and 82nd Avenue. As a result, the demographics of those who live in or immediately adjacent to mixed use commercial zones and the types of development found in these zones vary significantly from place to place. The variety of communities and businesses potentially affected by future development in mixed use commercial zones and by changes to zoning regulations is one of the factors that make the proposed project complicated, challenging and important.

C. Project Background

This grant proposal builds on a series of Bureau of Planning and Sustainability projects, from Regulatory Rethink in 2006; to the on-going District Liaison program; to the Portland Plan, a citywide strategic plan that was adopted in 2012; to the Comprehensive Plan that is currently under development.

Regulatory Rethink White Paper – In 2006, a panel of nationally-recognized urban planners made recommendations regarding possible strategies for revising the City's regulatory framework. One recommendation was to develop an urban form plan that clearly illustrates the design intent and anticipated bulk and height of new development. The Urban Design Framework, which is being developed as part of the Comprehensive Plan is a significant first step. An important next step is developing easy to understand regulations that implement the vision in the Urban Design Framework.

District Liaison Program – The Bureau of Planning and Sustainability runs a District Liaison program that assigns planners to work with community partners to help neighborhoods and commercial areas flourish as great places to live, work, shop, learn, gather and play. Over the years, District Liaisons heard about the shortcomings of the mixed use regulations from various community perspectives. Concerns expressed included the building design, bulk, scale; parking, and transitions to lower-density residential development. From developers, concerns focus on the delays encountered when neighborhoods oppose developments. There are also concerns about residential-only developments being built on sites where commercial or mixed use developments are more desirable. A detailed look at the location and design of residential

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development in commercial and mixed use zones is needed, as the amount of residential development in commercial zones continues to grow.

Climate Action Plan – The adopted City of Portland-Multnomah County Climate Action Plan (CAP) forwards the goal of having nearly all Portlanders live in complete communities and a goal of significantly reducing vehicle miles traveled to reduce carbon emissions and improve environmental health. Revised zoning regulations that encourage more walkable areas and concentrated mixed use development will help achieve these, and other, CAP goals.

Portland Plan – Portland’s strategic plan for a prosperous, educated, healthy, and equitable city, calls for expanding local access to services and fostering a system of centers with concentrations of services and housing. The Portland Plan Healthy Connected City Strategy forwards a system of mixed use areas that provide easy, safe and walkable access to services, transit and nature. The new zoning regulations will help implement the Healthy Connected City and other Portland Plan strategies.

Comprehensive Plan – The in-development Comprehensive Plan proposes concentrating development in Centers and Corridors and creating a tightly knit urban fabric that makes it easy and safe for all Portlanders to walk, bike or take transit to meet their daily needs. It is necessary to amend the mixed use zoning regulations is critical to forward the vision illustrated in the Urban Design Framework and to achieve the goals and implement the policies in the draft Comprehensive Plan.

D. Evaluation Criteria

Expected Development Outcomes

- a) *Opportunity Sites* – The new Comprehensive Plan will include a capital investment strategy that will result in coordinated public investment in the mixed use areas, focusing on investments in centers. The strategy will also prioritize public investments based on numerous considerations including location and the ability to leverage more investment. This investment strategy will be complementary to the revised regulations. Due to the scope of this project—the revised regulations will apply to more than 12,000 tax lots, specific opportunity sites will not be identified; however, opportunity sites will be identified through the refinement planning process of the implementation of the new Comprehensive Plan.
- b) *Probability of Permits Being Issued within Two Years* – Since 2008, 45 percent of the residential units built within the Urban Growth Boundary were built in Portland. While much of that growth was in the Central City, a growing percentage was in mixed use zones outside the Central City. Between 2008 and 2002, more 2,077 new units were built in mixed use areas outside the Central City rose—raising the share of units built in these areas from 17 to 36 percent of new housing units.

This trend is expected to continue. The City’s financial projections indicate steady growth ranging from 2 to 6 percent in construction activity over the next five years in the Portland Metropolitan Area (Bureau of Development Services). Given that growth capacity studies show that 43 percent of the city’s total employment growth capacity and 48 percent of the city’s residential growth capacity are located in mixed use zones outside the Central City, it is particularly important to reconsider and revise the mixed use zoning regulations to better achieve city and regional goals. New zoning regulations will create a code that is

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easier to use, clarifies development expectations, create a more favorable, less controversial and transparent development process—all of which will help achieve on the ground development.

c) *Probability of Permits Being Issued within Five Years* – As noted above, financial projections indicate that Portland will experience increased development over the next two to five years and growth projections suggest that much that development will occur within the project site area. New zoning regulations will help streamline the development process. In addition, the City is developing a capital investment strategy that will increase the attractiveness of centers and corridors. These investments and knowledge of future investments is expected to increase community desirability and spur private investment. Metro and Fregonese Associates recently completed studies that show that public investment can attract and encourage private investment.

d) *Level of Community Readiness and Local Commitment* – Please review the responses to items one through five provided below.

1. There are significant sites of adequate scale to generate a critical mass of activity in Portland's mixed use areas, as demonstrated by the commercial success and new development in mixed use areas along streets like SE Hawthorne, SE Division, North Interstate and North Mississippi. Additional mixed use areas also have developable building sites.
2. Most of Portland's mixed use areas have frequent transit service. Additional needed transportation services will be identified in the forthcoming Citywide Systems Plan and Transportation System Plan, which are part of the Comprehensive Plan Update project.
3. Portland's urban form, which is defined by a series of centers linked by transit corridors provides strong redevelopment opportunities. According to the city's Buildable Lands Inventory, over 75% of development capacity is captured by redevelopment sites.
4. Portland's Zoning Code and Comprehensive Plan have long supported the concept of compact, mixed use urban development. As demonstrated by the commercial success and development in mixed use areas along streets like SE Hawthorne and North Mississippi, many Portlanders support a compact urban form. However, recent housing and mixed use developments have raised neighborhood concerns. Many adjacent and nearby residents are concerned about building design, the physical relationship between larger buildings and predominantly single family residential areas. There are also notable concerns about parking and general decreases in community livability.

New mixed use regulations will address building bulk, mass and height. Through this project the city will also facilitate conversations about use and development standards such as design, height, scale, and transitions to adjacent residentially-zoned properties. The conversations will help resolve issues and set reasonable expectations about future development. The new regulations will clarify expectations for residents and developers. Better and deeper understanding of the types of development that are expected and clear standards will help reduce conflict and improve the development review process.

5. The vision of a more connected and compact and walkable city is articulated in the Portland Plan Healthy Connected City Strategy, the Climate Action Plan and in the Comprehensive Plan Urban Design Framework.

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- e) *Roles and Responsibilities* – The Bureau of Planning and Sustainability (BPS) will lead the project, but will work closely the Bureau of Development Services (BDS), Portland Bureau of Transportation (PBOT, Bureau of Environmental Services (BES) and the Portland Development Commission (PDC) throughout the project. BPS is responsible for long-range planning, ensuring that the community is fully involved in the decision-making, writing regulations, and ensuring that service providers meet the level-of-service standards in the Comprehensive Plan. BDS is responsible for the implementation of the regulations.

Regionally Significant

This proposal supports the Metro 2040 Growth Concept by creating regulations that strengthen the city's commitment and investment in centers, corridors, and transit station areas. The Portland Plan and Climate Action Plan clearly articulate visions of a city with compact 20-minute neighborhoods, where people live and work in vibrant community where they can choose to walk for pleasure and meet their everyday needs. Portland's strategy of accommodating future growth in mixed use centers accomplishes livability and sustainability goals by encouraging building types that are energy efficient; providing healthy eating/active living (HEAL) amenities—open spaces, play areas, and community gardens in mixed use developments; reducing the need to travel by car; increasing transit access; providing compact communities that could explore becoming eco-districts, and exploring ways to incentivize affordable and diverse housing and commercial spaces.

Location

The new regulations will be applied to mixed use zoned properties outside of the Central City, which includes all of Portland's Metro 2040 Growth Concept areas, except the Central City: one Regional Center, six Town Centers, over 30 Transit Station Areas, and roughly 160 miles of Main Streets and Corridors. The Comprehensive Plan will identify new neighborhood centers; these areas may require additional planning.

Best Practice Model

Portland has a wide diversity of centers, corridors, and transit station areas. As a result, the regulations will need to address a range of sizes and characteristics. The best practices work completed by staff and lessons learned throughout the process will have applicability throughout the region. City staff is willing and able to present lessons learned at professional planning venues such as MTAC and APA conferences and events. The Bureau of Planning and Sustainability welcomes taking a leading role in the regional dialogue on growth management and sustainability and will take advantage of opportunities to share the new mixed use regulations and the public process advice with other agencies.

Leverage

The clarity and certainty provided by the new development regulations combined with new public infrastructure investments and incentives to focus development in priority centers and corridors will help leverage private investment in these areas. This project will leverage outcomes for service providers as the work will include an analysis by various service providers to ensure that their existing and planned services will be able to meet the demand created by development. In addition, as part of this project the City will facilitate discussions with residents and developers to set expectations about future development in order to reduce controversy and create a more favorable development environment.

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Matching Fund/Potential

This proposed planning grant will leverage significant in-kind contributions from the Portland Bureau of Planning and Sustainability. The grant proposal will fund 2 FTE for a project manager and city planner, responsible for general project management and deliverables. As a match, BPS urban designer, economic development planner, and district planners will all contribute hours to this project. (See budget narrative for details.) At a time when BPS is anticipating major budget cuts, assigning this work in-house will retain highly qualified employees to efficiently perform these tasks.

Equity

Portland received several grants in the previous grant cycle. However, the total amount awarded to date is a relatively small percentage of the overall amount Portland construction projects have contributed to the program. For example, as of September 2012, the City of Portland contributed \$4.1 million to the grant program. In the previous grant cycle, Portland (BPS, PBOT, PDC) was awarded \$1.8 million. Furthermore, all of the previous grant awards were for geographically-specific projects. This grant application would benefit residents and businesses citywide, as the mixed use areas are distributed throughout the city.

Public Involvement

To ensure an equitable and transparent process, a public involvement plan will be developed that meets Portland's adopted Public Involvement Principles and the draft Comprehensive Plan Community Involvement goals and policies. A carefully selected project advisory group (PAG) representing members of the development community, business community, neighborhoods, and regulatory agencies will be formed to assist and guide project staff at all stages of the project. It is anticipated that there will be a series of PAG meetings (open to the public), community workshops and open houses, topic area focus groups, and briefings with the Planning and Sustainability, Design and Historic Landmarks Commissions during the process, leading up to formal public hearings.

With the exception of the Central City, this will be a city-wide project effecting all commercial and central employment zones located in an area of 137 square miles (or 87,359 acres). Portland's population outside of the Central City is 586,700 and includes approximately 250,000 households (2012 census). As one of the first implementation projects of the new Comprehensive Plan this project could receive a great deal of community interest because it includes the controversial issues of impacts of mixed use development in neighborhoods, and because many people following the Comprehensive Plan update are anxious to start the implementation phase.

Public involvement at this scale needs to be strategic to make the best use of staff time and resources. Staff will rely heavily on PAG members to be conduits to their larger stakeholder groups, and BPS District Liaison Planners who have regular contact with both neighborhood and business groups in their districts. The District Liaisons planners are also aware of issues in their districts and may be able to target specific audiences and/or help facilitate special topic focus groups. In addition, staff will also work with the Bureau of Planning and Sustainability's equity specialist for help with strategies to reach low income communities, communities of color and Portlanders with disabilities, among other populations.

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E. Collaborations

This grant proposal will be led by the Bureau of Planning and Sustainability with collaboration from the Bureau of Development Services (BDS). In addition, staff will collaborate with the Portland Bureau of Transportation, TriMet, the Portland Development Commission, and the Bureau of Environmental Services. Due to its citywide scope, this project will require collaboration with property owners, business owners, developers, and neighbors across the city. *(See public involvement criteria)*

BPS received numerous letters of support from the following organizations:
Boise Neighborhood Association; Department of Land Conservation and Development;
Division/Clinton Business Association; East Portland Land Use and Transportation Committee,
East Portland Neighbors, Inc.; Hawthorne Boulevard Business Association; Northeast Coalition of
Neighborhoods; North /Northeast Portland Neighborhood Chairs Network; North Portland Land
Use Chairs; SE Uplift Land Use and Transportation Committee; Venture Portland—Association of
Neighborhood Business Districts, Sullivan’s Gulch/Grant Park Neighborhood Associations;
Central Northeast Neighbors, Inc. and Our 42nd Avenue- A Neighborhood Prosperity Initiative.

F. Proposed Milestones and Deliverables (REVISED – 07/15/2014)

See budget narrative for a detail description of tasks and responsibilities.

Task	Milestones and Deliverables	Due Date	Grant Amount
1	Project Management Detailed work plan, schedule, and budget Milestone: Execution of CET Grant IGA	December 31, 2013	\$33,000
2	Public Involvement, Inter-Bureau Coordination, Consultant Selection Public Involvement Plan Issue RFPs for project consultants Milestone: Community Involvement Committee briefing on Public Involvement Plan	February 28, 2014	\$53,000
3	Research and Analysis Mixed-Use Zone Assessment, containing: - Evaluation of current mixed-use regulations and their performance - Evaluation of current design approaches - Research best practices from other jurisdictions - Identify issues to be resolved (in next task) Copies of public outreach materials Progress report		

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	Milestone: Planning and Sustainability Commission briefing to review Mixed-Use Zone Assessment	July September 30, 2014	\$87,000
4	Concept Development Code Concepts Report <u>that includes building envelopes, uses and design features to address identified issues</u> Copies of public outreach materials Progress report		
	Milestone: Community Meeting(s) to discuss initial code concepts	November 30, 2014 January 30, 2015	\$105,759 <u>118,259</u>
5	Code Development DRAFT code and map (if applicable) amendments <u>that includes revised development and design standards to implement preferred concepts, and an approach to converting existing zones to proposed zones</u> Copies of public outreach materials Progress report		
	Milestone: Community Meeting(s) to Discuss Code Amendments	March 31, 2015 April 30, 2015	\$67,000 <u>87,000</u>
6	Legislative Process Proposed Code and map (if applicable) amendments Public Hearing		
	Milestone: Present Proposed amendments to Planning and Sustainability Commission	June 30, 2015	\$25,000 <u>37,241</u>
7	Legislative Process Recommended Code and map (if applicable) amendments Public Hearing		
	Milestone: Present Recommended amendments to City Council	July 30, 2013	\$10,000
	Total Reimbursable Amount		\$230,759 <u>425,500</u>

G. Project Management

Barry Manning, Senior Planner

Bureau of Planning and Sustainability (BPS), City of Portland

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phone: 503-823-7965, e-mail: barry.manning@portlandoregon.gov

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2. Budget Documents**A. Budget Narrative**

The primary staff on this project will be a Bureau of Planning and Sustainability Senior Planner and an Associate City Planner¹. Both will be funded by the grant. The Senior Planner will act as overall project manager with a duration of approximately 18 months. The Associate City Planner will assist the project manager over the course of the project and provide expertise in several key planning areas; the duration of this position has been reduced to 12 months to conform to the revised budget. They will be responsible for the project's daily tasks and deliverables. Their work will include coordinating the internal project team, staffing project and technical advisory groups, creating and implementing the public participation plan, and coordinating development of key products for all stages of the project (i.e. research and analysis, concept development, code development, and the legislative process).

In addition, as directed by Metro Resolution 13-4450, the project will be assisted by a consultant. The roles of the project consultant will be focused in the following areas. Proposed tasks are outlined below, subject to further refinement. Anticipated budget is approximately \$120,000.

- Public Involvement: Consultant will 1) provide facilitation of Project Advisory Group and 2) participate in the design and implementation of public involvement events throughout the project.
- Research and Analysis: Consultant will 1) research best practices for mixed-use development/zones; 2) coordinate with City staff on evaluation of current Portland regulatory framework, outcomes and case studies; 3) perform development economics and feasibility analysis; 4) document findings in reports/memos to be included in CET deliverables at key project milestones.
- Concept Development: Consultant will 1) coordinate with City staff on development of mixed-use zone framework/hierarchy; 2) coordinate with staff in development of design features appropriate for Portland pattern areas; 3) prepare diagrams and drawings illustrating mixed-use development standards; 4) document findings in reports/memos to be included in CET deliverables at key project milestones.

As a match, BPS proposes to utilize the following in-house expertise:

- A BPS Urban Designer will assist in the research and analysis, concept development and code development by providing illustrations and alternatives that explore regulatory issues and opportunities, test possible solutions, and communicate ideas to a broad audience.
- A BPS Economic Development planner will perform research and analysis to examine the effectiveness of existing mixed-use zones within the three pattern areas related to market factors of development costs, achievable rents of development types, and identify where financial gaps exist due to a mismatch between mixed-use development standards and market variables. Once a set of code concepts is developed, he will also identify and analyze the impacts on the real estate market relative to land values and development feasibility.
- Five BPS district planners will provide in-depth knowledge of community issues at all stages of the project. In addition, the district planners have close and ongoing relationships with community,

¹ The Associate Planner position on the project has been filled by a City Planner beginning in March 2014. This more experienced staff member provides greater expertise in the area of Comprehensive Planning, Mixed Use Centers and Corridors, Urban Design and Code Development. This staffing change has provided greater project efficiency as well as more robust and fully-developed work products.

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neighborhood and business stakeholders and will be instrumental in implementing the public involvement plan throughout the project.

This is proposed as a two-year project, with tasks being completed as follows:

TASKS OVER TIME (REVISED)	FY 13-14						FY 14-15						FY15-16			
	Oct-Dec		Jan-Mar		Apr-Jun		Jul-Sept		Oct-Dec		Jan-Mar		Apr-Jun		Jul-Sept	
1. Project Management																
2. Public Involvement Plan																
3. Research and Analysis																
4. Concept Development																
5. Code Development																
6. Legislative Process																
7. Legislative Process																

See attached matrix for complete budget narrative, by task and personnel.

EXHIBIT B – Revised Scope of Work

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Mixed-Use Zoning Project

B. Budget Detail

Mixed-Use Zoning Code Project Detailed Budget		Grant Funded			Project Match					Grant Amount per Milestone
		DATE	Senior Planner / Project Manager	Associate City Planner II**	Consultant	Urban Designer - Planner II	Economic Development - Planner II	District Planners - Planner II	Code - Planner II	
Task 1	Project Management									\$ 33,000
1.1	Chartering - Develop detailed work program, schedule, and budget									
1.2	Establish and coordinate internal project team									
1.3	Milestone progress reports and misc. administration									
1.4	Develop and maintain a project website									
1.5	General project management tasks: public notices, maintenance of public record, City Council coordination, etc.									
Deliverable:	Milestone Progress Reports									
Milestone 1:	Execution of CET Grant IGA	12/31/2013								
Task 2	Public Participation, Inter-Bureau Coordination, Consultant Selection									\$ 53,000
2.1	Design a comprehensive public involvement and technical advisors involvement approach									
2.2	Establish Project Advisory Groups (PAG) to include both community and technical stakeholders (e.g. BDS, PBOT, PDC, BES, Tri-Met, Metro)									
2.3	Conduct monthly PAG meetings									
2.4	Publish Public Involvement Plan									
2.5	Issue RFPs for project consultants									
Milestone 2:	Community Involvement Committee briefing on Public Involvement Plan	02/28/2014								
Task 3	Research and Analysis									\$ 87,000
3.1	Summarize current mixed-use regulations and design approaches									
3.2	Conduct case studies of mixed-use developments in three of the city's five pattern areas and document results of current mixed-use regulations, design approaches, and development economics and feasibility.									
3.3	Assess the performance of mixed-use regulations and design approaches against newly-adopted Comprehensive Plan policies and market constraints.									
3.4	Conduct research for best practices from other jurisdictions (regional, national, international)									
3.5	Identify issues to be resolved through code amendments									

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Mixed-Use Zoning Project

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Exhibit A

**IGA for Community Planning and Development Grants funded with CET
Portland – Mixed Use Zoning Project
REVISED Milestones and Deliverables Schedule for Release of Funds**

<u>Task Milestone</u>	<u>Milestones and Deliverables</u>	<u>Date Due*</u>	<u>Grant Payment</u>
1.	Execution of CET Grant IGA a) Detailed work plan, schedule and budget	December 2013	\$33,000
2.	Community Involvement Committee briefing on Public Involvement Plan a) Public Involvement Plan b) Issue RFPs for project consultants	February 2014	\$53,000
3.	Planning and Sustainability Commission briefing to review Mixed-Use Zone Assessment a) Mixed Use Zone assessment, containing: <ul style="list-style-type: none"> • Evaluation of current mixed-use regulations and their performance • Evaluation of current design approaches • Research best practices from other jurisdictions • Identify issues to be resolved (in next task) b) Copies of public outreach materials c) Progress report	July September 2014	\$87,000
4.	Community Meeting(s) to discuss initial code concepts a) Code Concepts Report <u>that includes building envelopes, uses and design features to address identified issues, and conceptual approaches to address transportation demand</u> b) Copies of public outreach materials c) Progress report	November 2014 January 2015	\$105,759 \$118,259
5.	Community Meeting(s) to discuss Code Amendments a) Draft code and map (if applicable) amendments <u>that includes revised development and design standards to implement preferred concepts, and an approach to chart converting existing zones to proposed zones</u> b) Copies of public outreach materials c) Progress report	March 2015 April 2015	\$67,000 \$87,000
6.	Present Proposed Amendments to Planning and Sustainability Commission a) <u>Proposed code and map (if applicable) amendments</u> a)b) <u>Copies of public outreach materials</u> b)c) <u>Public Hearing</u>	June 2015	\$25,000 \$37,241
7.	Present Recommended Amendments to City Council a) Recommended code and map (if applicable)	July 2015	\$10,000

Exhibit A

	amendments		
	b) Public Hearing		
TOTAL REIMBURSABLE AMOUNT			\$380,759
			\$425,500

*If the Grant contained any Funding Conditions, Grantee shall demonstrate satisfaction with those conditions at the applicable milestone or deliverable due dates.

*Due dates are intended by the parties to be hard estimates of expected milestone completion dates. If the City anticipates that a due date cannot be met due to circumstances beyond its control, it shall inform Metro in writing no later than ten (10) days prior to the due date set forth above and provide a revised estimated due date; and Metro and the City shall mutually agree upon a revision to the milestone due dates set forth in this Agreement.

Note: City of Portland match = \$207,900.