



Department of Land Conservation and Development
2015-17 TECHNICAL ASSISTANCE GRANT APPLICATION

Please complete each section in the form below. Type or write requested information in the spaces provided. Submit completed applications **by September 30, 2015**.

Application Date: September 30, 2015

Applicant: City of Waldport

(If council of governments, please also include the recipient jurisdiction name if applicable)

Address: 125 Alsea Hwy

City: Waldport

Zip: 97394

Phone: 541-264-7417

Contact name and title: Kerry Kemp, City Manager

Contact e-mail address: kerry.kemp@waldport.org

Grant request amount (in whole dollars): \$106,900.00

Local Contribution (recommended but not required): \$110,600.00

Project Title:

Waldport Industrial Area Master Plan

Project summary: (Summarize the project and products in 50 words or less)

Waldport's industrial area is marginally improved due to a lack of adequate infrastructure. A master plan is needed to guide engineering and construction of improvements to service the area and ready it for development. Development of the largest industrial area in south Lincoln County will add significant jobs and income.

Project Description & Work Program

Please describe the proposed project, addressing each of the following in an attachment.

A. Goals and Objectives. State the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a one-biennium, stand-alone project or is part of a longer multi-biennium program. If it is the latter, describe subsequent phases and expected results, any previous work completed, and how work beyond this project will be funded.

B. Products and Outcomes. Clearly describe the product(s) and outcome(s) expected from the proposed project. Briefly describe any anticipated significant effect the project would have on development, livability, regulatory streamlining, and compliance with federal requirements, socioeconomic gains, and other relevant factors.

C. Work Program, Timeline & Payment.

1. Task(s) and Product(s): List and describe the major tasks and subtasks, with:

- The title of the task
- Steps to complete task
- The interim and final product(s) for each task

2. Timeline: List all dates for the project including tentative start date after the contract is signed, task completion dates, progress milestone(s), and project completion date. If the project is part of a multi-year program, provide an overview of the expected timeline(s) in sequence of expected start dates and completion date for each and describe subsequent phases to be completed.

3. Payment Schedule: Develop a requested payment schedule showing amount of interim and final payments. Include the products that will be provided with each payment request. The payment schedule should generally include no more than two payments – an interim and final payment.

D. Evaluation Criteria. Include a statement in the narrative that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

E. Project Partners. List any of the following that will participate in the project: federal agencies, state agencies, council of governments, city and county governments, special districts, and other entities. Briefly describe the role of each (*e.g.*, will perform work under the grant; will advise; will contribute information or services, etc.).

F. Advisory Committees. List any advisory committee or other committees that will participate in the project to satisfy the local citizen involvement program, if any.

G. Cost-Sharing and Local Contribution. DLCD funds are only a part of overall project costs; please identify sources and amounts of other funds or services that will contribute to the project’s success. Cost-sharing (match) is not required, but could be a contributing factor to the success of the application.

Will a consultant be retained to assist in completing grant products? Yes No

Local Official Support

The application **must include** a resolution or letter from the governing body of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. *The application will not be complete if it does not include this item.*

Product Request Summary

Product	Grant Request	Local Contribution	Total Budget
1	\$ <u>0</u>	\$ <u>60,000</u>	\$ <u>60,000</u>
2	\$ <u>106,900</u>	\$ <u>50,600</u>	\$ <u>157,500</u>
3	\$ _____	\$ _____	\$ _____
4	\$ _____	\$ _____	\$ _____
5	\$ _____	\$ _____	\$ _____
6	\$ _____	\$ _____	\$ _____
7	\$ _____	\$ _____	\$ _____
8	\$ _____	\$ _____	\$ _____
TOTAL	\$ <u>106,900</u>	\$ <u>110,600</u>	\$ <u>217,500</u>

Submit your application with all supplemental information to:

Larry French, Grants Administrative Specialist

E-mail (preferred): DLCD.GFGrant@state.or.us

Mail: Department of Land Conservation and Development
635 Capitol Street N.E., Suite 150
Salem, OR 97301

Phone: 503-934-0054

APPLICATION DEADLINE: September 30, 2015

Waldport Industrial Park Master Plan – Project Description and Work Program

A. Goals and Objectives

The overall objective of this project is to prepare Waldport's Industrial Park for development through the creation of a master plan. The area, which is zoned Planned Industrial (I-P) in the City of Waldport's Zoning Code, is only marginally improved due to transportation constraints and a lack of connection to the public sewer system, and planning, engineering and environmental analysis is required to make it development ready. The City is seeking DLCDC technical assistance to fund a master plan for the site.

Full development of the site will be a multi-year, multi-phase process beginning with a feasibility study (Tier 1) followed by a master planning effort (Tier 2) based on the results of the first tier study. The feasibility and planning phases of the project are expected to proceed through June of 2017, in anticipation of financing and development partners being secured by the end of 2017, with final engineering and construction of public sewer and transportation improvements beginning in January of 2018 and lasting 18 months.

B. Products and Outcomes

Development of the Waldport Industrial Area Master Plan will occur in two phases, or tiers. Tier 1 will produce a feasibility study. This study will incorporate detailed analysis of wetlands, traffic, utilities (water, sewer, electricity), storm drain/hydrology, biological, environmental, and site planning components. The City is applying for an Industrial Finance Authority ("IFA") grant from the Special Public Works Fund to cover the full cost of the Tier 1 feasibility study.

The feasibility study is necessary to determine the type and capacity of proposed improvements to the industrial area before comprehensive detailed on-site and off-site master planning can occur. Tier 2, which is the focus of this grant application, will further assess the site and produce a definitive master plan. The plan will incorporate thorough analysis, stakeholder and community input, planning, and design components that are necessary for the site's readiness for intensive development as an industrial area. The master plan will also include an infrastructure finance planning component.

The City's long-term objective is to master plan the entire 150-acre site in order to ascertain its development potential (proposed uses and densities), circulation and utility infrastructure needs, and wetlands delineation, then to proceed with engineering, design, and construction of improvements to service the area and ready it for substantial industrial development. Another objective is to pursue a higher level of remediation of the former landfill site, which is privately owned, and then utilize and develop it as part of the master planned area. This master planning process represents a major economic development initiative by the City of Waldport; development of the Waldport Industrial Park, which is located out of the tsunami hazard zone and is the only large industrial area in south Lincoln County, has potential to add significant jobs and income to the region.

C. Work Program, Timeline, & Payment

Tasks and Products:

1. Feasibility study and analysis (Tier 1)

Waldport Industrial Park Master Plan – Project Description and Work Program

Steps:

- Preliminary wetlands, traffic, hydrology, environmental, and landfill studies
- Utilities location grading and alignment analysis

Product: Feasibility study to determine feasibility of proposed improvements

2. Stakeholder input, public engagement, goal setting (Ongoing)

Steps:

- Review feasibility study
- Host meetings with stakeholders and public workshops to determine goals for the master plan
- **Products:** goals, stakeholder and public input

3. In-depth analysis (Tier 2)

Steps/Products:

- Wetlands delineation, traffic and roadway analysis, utility and stormwater master plan development, biological species report, (potential) landfill remediation analysis, survey data collection, infrastructure financing analysis

4. Detailed master planning (Tier 2)

Steps:

- Inventory and analysis of existing/past uses, circulation, utilities, physical constraints/topography, environmental constraints (wetlands, landfill), development potential, adjacent uses, jurisdictional/UGB issues
- Development and evaluation of program elements and alternative concepts
- Development of an infrastructure financing plan

Product: Waldport Industrial Area Master Plan

5. Secure easements or land, secure financing for public improvements and development partners

Product: land acquisition or easements for roadway, development capital and development partners

6. Construction of public improvements

Product: infrastructure in place; development-ready industrial area

Timeline:

1. Feasibility study and analysis (Tier 1)	Dec 1, 2015 – Mar 31, 2016
2. Goal setting, stakeholder input and public engagement (ongoing)	Apr 1, 2016 – Jun 30, 2019
3. In-depth analysis (Tier 2)	Apr 1, 2016 – Sep 30, 2016
4. Detailed master planning (Tier 2)	Oct 1, 2016 – Jun 30, 2017
5. Secure financing of improvements, secure easements or acquire land, secure development partners	Jan 1, 2017 – Dec 31, 2017
6. Engineering, permitting and construction of site improvements	Jan 1, 2018 – Jun 30, 2019

Waldport Industrial Park Master Plan – Project Description and Work Program

Payment Schedule:

An initial payment in the amount of \$53,450 (50%) will be requested for April 1, 2016. This amount will help fund the in-depth analysis needed for master planning as well as the preliminary master planning process. A final payment in the same amount will be scheduled for October 1, 2016, and will help fund the remainder of detailed master plan.

D. Evaluation Criteria

The overall objective of master planning Waldport's 150-acre industrial park is to promote economic development in south Lincoln County. As it stands, this area has a great deal of potential but lacks requisite infrastructure to attract industrial development to a part of the county where average household incomes are lower than the county as a whole. Given appropriate vision and planning, this project will facilitate public improvements that will ultimately attract industrial development and family wage jobs to an economically disadvantaged area.

This is an ideal time for this project. The Regional Solutions Team ("RST") met recently with the City to discuss the need for master planning of the industrial area and potential public improvements that are necessary to ready it for development. The RST supports this effort as development of the industrial land will create businesses, jobs, income, and property taxes for the south Lincoln County region. In addition, the growth of marine science related industries in Newport, as well as the recent State of Oregon investment to fund Oregon State University's Marine Studies Initiative and a new campus, creates an opportunity for the Waldport Industrial Park to provide principal or auxiliary industrial uses to this growing business sector. Business Oregon's IFA is supportive of this project as a component of expanding marine industrial development in Lincoln County. This site is also included in a pending Regionally Significant Industrial Area application through the IFA. The Port of Alsea is also a potential partner in either development or in attracting businesses, as it commences implementation of its strategic plan to provide additional recreational or commercial resources within its boundaries.

Given that this master plan will include an infrastructure finance planning component, it will additionally fulfill the objective of providing a funding plan for an underutilized industrial zone of Waldport. Various elements of the industrial park master plan are identified in existing city plans, and this project is very much in line with the City's planning priorities. The need for a sewer connection at the industrial park is identified in Waldport's Urban Renewal Plan, and the need for a connector road is identified in the Urban Renewal Plan as well as Waldport's Transportation System Plan. Infrastructure and master plans are a part of the goals approved by the City Council, as is securing shovel-ready certification and identifying and securing business or industry clusters for the industrial park.

The attached City Council Resolution and Council Minutes regarding goals (with excerpts) both demonstrate support for master planning and readying the industrial area for development.

Waldport Industrial Park Master Plan – Project Description and Work Program

E. Project Partners

- City of Waldport - Staff will oversee and coordinate planning and implementation
- Business Oregon’s IFA – funding and monitoring of Tier 1 (feasibility study)
- DLCDC – grantor for Tier 2, advisor
- Regional Solutions Team – advisor, advocate, contributor of information
- ODOT – road construction, advisor
- Dept. of State Lands – wetlands advisor
- Lincoln County - advisor
- Southwest Lincoln County Water District - water
- Central Lincoln PUD – electric utility

F. Advisory Committees

The City of Waldport’s Planning Commission is anticipated to be the primary advisory committee for this project. The City may also consider designating an ad hoc task force as an ancillary advisory group.

G. Cost-Sharing and Local Contribution

A grant application in the amount of \$60,000 was recently submitted to Business Oregon’s IFA Special Public Works Fund to cover the preliminary analysis and feasibility study phase of this project (Tier 1), which will precede the master planning phase. In addition, the City of Waldport will be committing a total of \$25,600 to the project (cash and in-kind), with a pending contribution from the majority property owners anticipated in the amount of \$25,000, for Tier 2 activities.

Business OR IFA SPWF Grant (pending) – Tier 1	\$60,000
City of Waldport (committed) – Tier 2	\$15,000
City of Waldport in-kind services (committed) – Tier 2	\$10,600
Property Owners (pending) – Tier 2	\$25,000
Total	\$110,600