



Selection of Code Assistance Projects

TGM MISSION

Oregon's Transportation and Growth Management Program supports community efforts to expand transportation choices.

By linking land use and transportation planning, TGM works in partnership with local governments to create vibrant, livable places in which people can walk, bike, take transit, or drive where they want to go.

Contact:
[Code Assistance](#)

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ELIGIBILITY CRITERIA

Projects must meet **all** five eligibility criteria.

1. Transportation

The project must have a clear transportation relationship and benefits. It must involve code regulating the provision of transportation facilities, regulating the connection between the public realm (i.e. streetscape) and adjoining land uses, or regulating types and intensities of land uses to make efficient use of the transportation system. The project must also clearly improve the multi-modal function of the transportation system. Projects addressing exclusively procedural code provisions or land use without regard to transportation are not eligible.

2. TGM principles

Projects will be considered only if the local government understands the TGM principles and is willing to work towards solutions consistent with them. A key principle of TGM is that transportation and land use decisions should be made in a comprehensive process that addresses their complex interrelationship. Another key principle is that planning and development codes should address all relevant modes of travel, with special attention to walking, bicycling, and transit. Additional TGM principles include mixed uses, efficient uses of land, vibrant downtowns, and improving the connectivity of the street network.

3. Local jurisdiction involvement

A request for Code Assistance must come from a local jurisdiction or tribal government. The applicant is not required to provide a cash match, but each project does require significant involvement of local staff and support, including providing public notice and meeting logistics.

4. Elected official support

The project must have the support of elected officials in the jurisdiction. Decision makers must understand that Code Assistance is a voluntary program and be in favor of implementing TGM principles in their community. A resolution from an elected body, expressing this support, must accompany the request from the local jurisdiction or tribal government.

5. Support from ODOT and DLCD

The project must have the support of the ODOT region and DLCD. TGM staff will consult with the ODOT regional planner and the DLCD regional representative to assess support for the project.

SELECTION FACTORS

Proposals are evaluated on a first-come, first-served basis; however, projects may be held to a higher standard if it appears that budgeted funds may not be sufficient to cover all eligible projects. Projects are selected for the potential to make a significant contribution to the TGM principles relative to the cost. Listed below are selection factors that are considered when evaluating eligible Code Assistance projects. Not all factors will apply to any particular project.

- **Need** | The project would fulfill a significant planning need in the community. This need must include both Transportation and Land Use planning objectives and must be specific. General “housekeeping” type updates are not, on their own, a significant enough reason to grant Code Assistance.
- **High growth area** | The project is in a fast-growing community with acute growth pressure.
- **Example** | The project has significant potential to serve as an example of applying TGM principles for other local jurisdictions, especially an example that would have broad statewide applicability.
- **Green infrastructure** | The project seeks to implement green infrastructure strategies, such as urban forestry, in a manner that improves pedestrian and bicycle travel by providing benefits such as shade, temperature control, and traffic calming.
- **Parking reform** | A primary goal of the project is to reduce or eliminate off-street parking mandates in the local code.
- **Opportunity for success** | The project has a high likelihood of adoption by the local jurisdiction.
- **Cost-effective** | The project would result in a large benefit to TGM principles relative to the budget.
- **Implementation of previous planning** | The proposal offers the opportunity to further a local plan that is consistent with the TGM principles, including plans previously funded by TGM. A potential Code Assistance project that would duplicate or largely duplicate work previously funded by TGM would not be appropriate.
- **Outreach** | The proposal provides the opportunity to involve the public in a way that helps disseminate the TGM principles. All TGM projects involve public participation in the code amendment process. Projects will receive extra consideration if they provide opportunities for general education and outreach that would increase the awareness of TGM principles.
- **Regional balance** | TGM seeks to support projects in all regions of the state. Projects located in regions that have not recently had Code Assistance projects will receive additional consideration.

SELECTION PROCESS

1

Inquiries

Local jurisdiction and regional state staff make inquiries to the program manager about potential Code Assistance projects. A pre-application meeting with the program manager may be held to discuss the potential project and review eligibility criteria and selection guidelines.



2

Written Request

The local jurisdiction must request assistance in writing. The letter must include the following information:

- The specific issue or problem in your community that a code assistance project would address;
- How a code assistance project would carry out TGM objectives;
- Proposed project phasing. Projects can be proposed in one phase for communities that have a clear idea of code changes that are needed and are ready to begin amendments. Two-phased projects begin with an assessment of the current land development regulations, followed by the preparation of code amendments for consideration by local decision makers.
- What the end product of code assistance would be;
- Previous and ongoing land use and transportation planning projects that could have bearing on the code assistance project; and
- Attach a resolution from the elected body showing support for the project and TGM objectives.



3

Evaluation & Decision

The Code Assistance Program Manager conducts background research and has follow-up conversations with state and local staff, including ODOT region planner(s), DLCD regional representative, local government planners, and other stakeholders. The Program Manager may also request for additional information from the local government (e.g., current comprehensive plan, examples of land use applications, zoning or development codes, etc.). Based on the research and consultation with state and local staff, the Code Assistance Program Manager decides whether to proceed with a Code Assistance project.



4

Statement of Work (SOW) & Contract

The Code Assistance Program Manager (or designated project manager) works with the local jurisdiction to prepare a draft SOW describing tasks, meetings, deliverables, and schedule.

TGM selects a consultant and negotiates the SOW with the consultant for content and payment per deliverable. When all reviewers are satisfied with the content of the SOW, it is sent to the TGM Program Grants Contracts Specialist for review and processing.



Project
Begins