

2023 Transportation Growth Management Grant Application

Instructions

Be sure to download and review the [2023 Application Packet](#) and [2023 Application Instructions](#) before filling out this grant application.

You can save your progress and revisit this form at any time by clicking the "Save" button at the bottom of the page.

Applications must be received by July 27, 2023 at 11:59 p.m. (PDT)

Applicant information

Instructions: Complete this information for the applicant. Provide both a designated contact and an authorized representative (if different than the designated contact) for your entity.

Response instructions are on page 3 of the 2023 Application Instructions.

Primary applicant jurisdiction

The City of Shady Cove

Mailing address

P.O. Box 1210, 22451 Highway 62, Shady Cove, Oregon 97539

Website

<https://www.shadycove.org/>

Contact person name

Tom Corrigan

Contact person title

City Administrator

Contact phone

(541) 878-3757

Contact email

tcorrigan@shadycove.org

Name of person empowered to sign the agreement with ODOT, if different from the applicant contact

Title of above named person

Phone

Email

List co-applicants (if a joint project)

List co-applicants (if a joint project) Providing match?

Upload your resolution, minutes or authorized letter from governing body of applying jurisdiction(s) here:

Mayor and Council support.pdf

Project information

Response instructions are on page 4 of the 2023 Application Instructions.

Project title

A new and improved Local Street Network Plan for the City of Shady Cove

Project area: Using either of the two fields below, attach a map of the project area or describe the area your project is located in.

Option 1: Project area map

Project Area Map.pdf

Option 2: Project area description

ODOT region (1-5)

Region 3

[ODOT Region Map](#)

Type of grant

Category 1: Transportation System Planning

Summary description of project

The City of Shady Cove adopted its Local Street Network Plan in 2007, as the Transportation element of its Comprehensive Plan. The 2007 plan has served its purpose, and after 15 years, the time has come for an update. A new LSNP would include an inventory of existing and proposed streets, analyses of intersection crashes and levels of service for major roads, and priorities for future improvements. The plan would require community engagement and detailed technical analysis necessary for making informed choices, while financial strategies will help with realizing the public improvements. A robust and accurate LSNP will enable Shady Cove to better plan for its needs over the next 15 years.

Project cost table

Response instructions are on page 5 of the 2023 Application Instructions.

TGM funds requested for the work identified in Criterion 3	Consultant \$25,000.00	Local reimbursement \$62,120.00	Total TGM funds requested \$87,120.00
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Local match	Minimum Match (Calculated) \$9,971.27
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Local governments that are on the [Distressed Communities](#) list are eligible for a partial match waiver.

Click yes if your local government is on the Distressed Communities list and you need to receive a waiver.

No

Match to be provided	Labor, supplies and services during project \$11,880.00	Payment when Intergovernmental Agreement is signed \$0.00
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Award criteria

Criterion 1: Proposed project addresses a need and supports TGM objectives (up to 40 points)

The project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity and will achieve one or more of the TGM objectives.

Response instructions are on page 10 of the 2023 Application Instructions.

Explain how your proposed project addresses a need and supports TGM objectives

TGM Objective #1: Provide transportation choices

At the time of the last LSNP, Shady Cove had minimal facilities for walking and bicycling. Since then, over 4,000 linear feet of sidewalk and/or bike lanes have been added to the downtown area, none of which was anticipated in the LSNP. An updated plan will help the City extend and connect its growing active transportation network, and anticipate the resources available.

Shady Cove has seen some housing growth since the last LSNP, mostly single-family homes sited on cul-de-sac roads. Most of the street connections proposed did not come to fruition, and some are now wholly unlikely because of existing development. Connectivity across local streets continues to be an issue, and it cannot get better without a new, more accurate plan.

TGM Objective #2 Create communities

The public engagement tasks of this project will help the City understand people's needs and priorities in different neighborhoods. The plan will focus on a street network where residents and visitors can access

their destinations safely and efficiently, while also supporting the place-based vibrancy that makes those destinations worth visiting in the first place. There is also an opportunity to create better connections to downtown, to recreation, and to schools and the Upper Rogue Community Center.

TGM Objective #3 Support economic vitality and growth

Tourism is a major part of Shady Cove's economy, and we know that tourists are attracted to convenient, pleasant, and safe destinations. At the same time, the main commercial street of Shady Cove is State Highway 62. Planning for the regional movement of people and goods and the local need for a strong and healthy downtown is a delicate act, and an updated TSP would give us better information and vision to strike the right balance. In particular, we need a thorough account of the crash history and current traffic operations, so we can set targets for improvements where they are needed most, and have realistic goals for the outcomes.

The City has unpaved streets. An inventory of costs associated with paving these streets would allow for improved safety and durability, enhanced accessibility for emergency vehicles, dust abatement, and better water drainage. In turn, an organized, paved network of streets could lead to economic benefits by attracting businesses and increasing property values.

By undertaking public outreach, we can identify the greatest needs felt in the local community. Public feedback will be critical for setting priorities for new improvements. Timely and responsive improvements to the built environment will build public trust in the long run, and provide the scaffolding for stronger local businesses.

An updated LSP will allow Shady Cove to make faster and more accurate decisions on land use applications like partitions and subdivisions. City staff need to be able to rely on the information on hand, and currently are making do with what's available and supplementing the data with site visits or Google Maps Street View. In addition, a faster turnaround on land use decisions will enable more agile commercial development and will support growth in the supply of housing.

TGM Objective #4 Save public and private costs by preventing major infra/UGB expansion

In general, planning carefully means a city is less likely to expand unnecessarily. We cannot have good planning without good information.

This Plan should help establish the future street connections that the City expects to develop over the next decade or two. Some previously planned streets and connections never materialized and are now very improbable. City staff need to be able to cite the transportation element of the Comprehensive Plan when making decisions and recommendations, as it is a much stronger justification than the judgment of a single planner. An updated Plan may possibly make some provision for the correction of past mistakes, for example by purchasing right-of-way for a cross-connection, which could reduce congestion. Most importantly, by enforcing the long-term plans of the LNSP, the City can prevent some sprawl and disconnectedness, and thus prevent or delay UGB expansion.

TGM Objective #5 Promote environmental stewardship

Improving options for walking, rolling, and biking in Shady Cove will make these modes more attractive to residents and visitors, which can reduce carbon emissions compared to driving a car. An updated plan would re-examine the community's capacity and will to expand its transportation alternatives.

Criterion 2: Proposed project is timely and urgent (up to 25 points)

The application demonstrates timeliness and urgency. The project is needed now to:

- address pressing local transportation and land use issues
- make amendments to local plans or regulations necessitated by changes in federal regulations, state requirements or regional plans
- make amendments to local plans or regulations necessitated by changes that were not anticipated

in previous plans, including growth or lack of growth, changes in land-use patterns or changes in available funding

- build on, complement or take a necessary step toward completing or implementing other high priority community initiatives, including Governor's Regional Solutions Team priority
- resolve transportation or land use-related issues affecting the project readiness of local, regional or state transportation projects for which funding is expected to be obligated within the near future

Response instructions are on page 12 of the 2023 Application Instructions.

Explain how your proposed project is timely and urgent

The main reason that Shady Cove needs an updated Local Street Network Plan is that, after fifteen years, the current plan no longer fulfills its planning purpose. It is too out-of-date to be a reliable resource. When planning staff look for information on the length or surface of a particular street to decide on a local development application, the data are not accurate. If staff are researching for a new subdivision or annexation, the future streets that were tentatively proposed in 2007 may no longer be feasible. Without an accurate Street Network Plan that can guide our land use decisions, it is more difficult to justify the local improvements requested of developers. This makes the street connectivity problems worse in the long run. Dangerous wildfires are on the rise in Oregon, and the new plan could help assess the street network through a lens of hazard mitigation, climate change, and specifically evacuation. An updated Plan should meet the latest Transportation Planning Rules (TPR) encoded in OAR 660-012.

Criterion 3: Proposed project approach supports policy decision (up to 20 points)

The application demonstrates a clear approach to achieving the expected outcome and includes consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts will need to occur, the mechanisms and responsibilities for the coordination are clear.

Response instructions are on page 13 of the 2023 Application Instructions.

Tasks and deliverables table

What are your proposed tasks and deliverables

Project Reconnaissance and Kickoff

The objectives are to define the project goals and perform initial organizing tasks. The deliverables include basic maps and a draft memorandum (#1) of the goals and objectives. The decisions include development of the schedule, and any refinement of goals and deliverables. Staff leads Task 1, to begin in Month 1 and complete within one month.

Public and Stakeholder Involvement

The objectives are to identify and recruit key stakeholders, to form both a Technical and a Citizens' Advisory Committee to review and guide the LSNP. The deliverables include membership rosters, publicity materials, the launch of a public survey, and the first TAC meeting. The decisions will include the design of the survey and publicity materials like social media posts, press releases, or flyers, and outcomes from the first TAC meeting. Staff leads Task 2, to begin in Month 1 and complete in one to two

months.

Evaluate Existing Plans and Policies

The objectives are to review current city plans, and how they relate to state, and federal plans and laws. The deliverables include a draft memo (#2) for plan and policy contexts and another draft memo (#3) for the current conditions and needs of local streets, revised memoranda, and a public outreach event in the form of a stakeholder conference. Decisions will include the form and content of the stakeholder conference. Staff lead Task 3, with input from consultants, to begin in Month 2 and complete within three months.

Evaluate and Map Existing Street Network

The objectives are to illustrate the current street network, including local streets, and identify the issues surrounding connectivity, natural resource protection, and future transportation needs. The deliverables include draft memoranda for proposed improvements (#4) and for estimated costs and funding strategies (#5), the first CAC meeting, and the analyzed results from the public survey. Decisions include the outcomes of the first CAC meeting and the selection of proposed improvements. Consultants lead for the draft memo and traffic analysis, and staff handles other sub-tasks, to begin in Month 2 and complete within 4 months.

Develop and Evaluate Alternatives

The objectives are to develop and evaluate the options for improvements to the street network. The deliverables include the alternatives and evaluation criteria by the TAC, a draft financial analysis by consultants, TAC and CAC meetings, and revised memos. Decisions include which alternatives will be pursued, and the criteria to evaluate those alternatives. Staff leads Task 5, to begin in Month 4 and complete within 3 months.

Select Preferred Alternatives

The objectives are to offer opportunities for public comment on the alternatives and to select a preferred conceptual alternative. The deliverables include a community open house event to inform citizens and solicit feedback, a draft memo (#5) regarding amendments to related plans and local development code, and revised memoranda. Decisions include the selection of the most preferred alternatives. Staff leads Task 6, to begin in month 5 and complete within 4 months.

Implementation/First Draft LSNP

The objectives are to prepare the first complete draft of the Plan and to create the adoption-ready texts which are necessary for any Comp Plan amendments, City ordinances, and changes to System Development Charges. The deliverables are the last draft memo (#6), plus a joint TAC/CAC meeting to review the drafts and produce a revised LSNP. Decisions include final minor adjustments to the plan, implementation schedule, and specific language to encode in the City's Ordinances. Staff leads Task 7, to begin in month 6 and complete in 5 months.

Adoption Process/Final LSNP

The objectives are to bring the finished Plan through the legislative process. The deliverables are the final and adopted LSNP, plus presentation materials for Commission and Council meetings and public hearings. Staff and officials (Councilors and Commissioners) lead Task 8, to begin by month 8 and complete within 3 months. City Council takes the ultimate action to adopt the final LSNP, or not.

How will the project approach lead to a successful project?

By dedicating the first phases to organization and outreach, we can (re)establish the connections we need for success. We want early public involvement, because the streets' users have first-hand experience and are the best resource to identify the weaknesses and opportunities. Each task lays a foundation for the next step. The chapters of the final plan are split into "draft memoranda" to make delivery manageable and give guideposts along the way.

If adoption hearings will be held as part of a larger project, when will that be and as part of what project? (optional)
N/A

Criterion 4: Proposed project has community support (up to 5 points)

The application demonstrates that there is local support for project objectives, a commitment to participate, and a desire to implement the expected outcome.

Response instructions are on page 15 of the 2023 Application Instructions.

Upload letters of support from stakeholders here

Upper Rogue Community Center.pdf

Jackson Co Fire Dist 4.pdf

Shady Cove School.pdf

Criterion 5: Proposed project sponsor is ready and capable (up to 10 points)

The application demonstrates that the local government is ready and able to begin the project within the TGM timetable and that there is local commitment and capability to manage and complete the project. The application demonstrates, if applicable, successful performance on previous TGM projects.

Response instructions are on page 16 of the 2023 Application Instructions.

Explain how proposed project sponsor is ready and capable

The City of Shady Cove has previously been awarded and successfully finished a TGM grant. The project manager will be Tom Corrigan, City Administrator, who has the experience and capacity to oversee the work. Mr. Corrigan has successfully administered millions of dollars in grants including, but not limited to: CDBG, American Rescue Funds, COVID-19 funding from SOREDI, numerous Business Oregon grants, FEMA grants, HUD grants, State Fire Marshal Grants, and more. The City is assisted by the Rogue Valley Council of Governments for additional planning staff as needed.

If applicable, list local jurisdiction’s TGM projects within last 10 years and their status

If applicable, list local jurisdiction’s TGM projects within last 10 years and their status

TGM File Code	Project Title	Status

Bonus points: Housing (up to 10 points)

Response instructions are on page 7 of the 2023 Application Instructions.

How will the adoption of the final document(s) address barriers to a broad range of housing types and affordability or works to link the location of future workforce housing to walkable/bikeable areas with good transit?

Required forms

Title VI: Racial & Ethnic Impact Statement form
Racial-Ethnic-Impact-Statement.pdf

[Download the Racial & Ethnic Impact Statement form here](#)

Certifications

Response instructions are on page 8 of the 2023 Application Instructions.

Eligibility criteria

This application demonstrates a clear transportation relationship

This application demonstrates adoption of products to meet project objectives

This application demonstrates the support of local officials

Preparation of application

This application was prepared by staff of the primary applicant or staff of one of the involved jurisdictions

Would you like to receive TGM news and updates?

No

Today's date

7/27/2023

If you encounter any issues with the submittal process, please contact:

Rachael Levasseur

Planning Section Web Coordinator

Rachael.LEVASSEUR@odot.oregon.gov



Mayor
Jon Ball

Councilors
Kathy Nuckles
Paige Winfrey
Jim Hubbard
Steve Mitchell

072023

Oregon Department of Transportation
355 Capitol St NE, MS 11
Salem, OR 97301-3871

The Mayor and City Council of the City of Shady Cove do hereby support the Transportation Management Grant through the Oregon Department of Transportation.

The City was founded in 1972 and received lands from Jackson County. Many of our City streets contained "slices" of Right-of-Way, small alleys, and half-streets, along with an extremely long cul-de-sac with no outlet.

The City still has unpaved streets. An updated inventory of costs associated with paving these streets would allow for improved safety and durability, enhanced accessibility for emergency vehicles, dust abatement, and better water drainage. In turn, an organized, paved network of streets could lead to economic benefits by attracting businesses and increasing property values.

Our current Local Street Network Plan is quite outdated and does not allow for concise planning which in turn, makes grant applications more formidable.

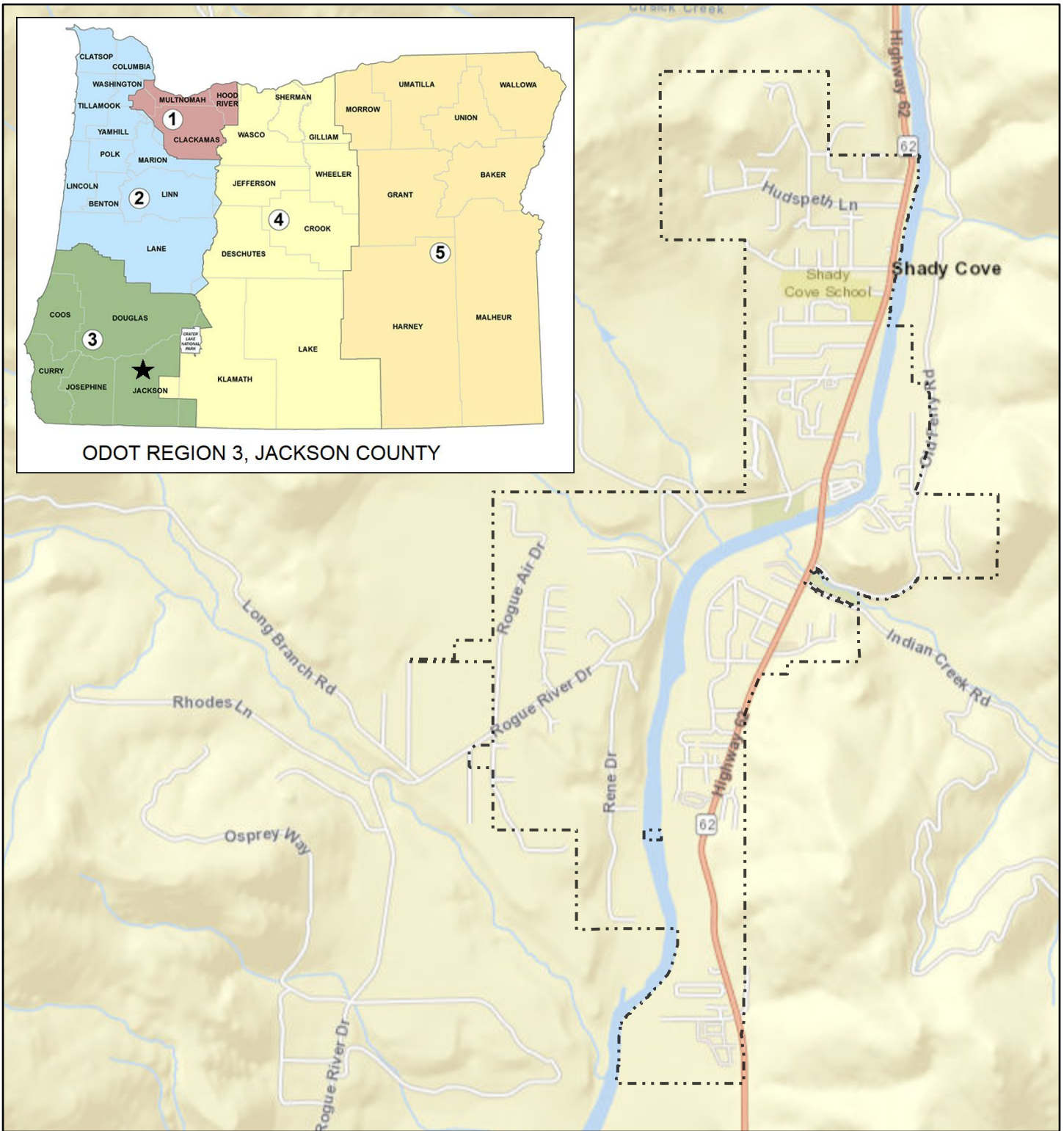
One dedicated right-of-way is made up of private, City, and County ownership, thus not allowing for general work to be readily done until such times as a consensus can be reached. The City needs a solid infrastructure on which to keep building.

Read and approved at a City Council public meeting on July 20,2023.

Respectfully submitted,

Jon Ball
Mayor, City of Shady Cove

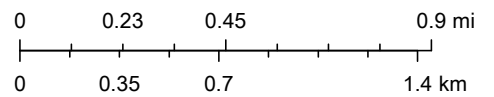
City of Shady Cove



7/17/2023, 12:39:01 PM

 City Limits

1:36,112



County of Jackson, Bureau of Land Management, State of Oregon GEO, State of Oregon, Esri, HERE, Garmin, INCREMENT P, NGA, USGS, U.S. Forest Service

Created by Rowan Fairfield

Data within this application may contain inaccuracies. Maps produced are not intended for legal purposes and do not substitute for a professional land survey. For more information, see ORS

To: City Administrator
City of Shady Cove
Shady Cove, OR 97539

July 10, 2023

Dear Tom,

I am writing to encourage you to pursue the Transportation Growth Management Grant for the City of Shady Cove. As we are all aware, the two most pressing issues facing our City is the need for a water system and infrastructure improvements. While this grant will not address the water issue, it could go a long way to helping fix our need for improved streets and sidewalks within the City. As part of this grant request, a plan on how this grant would be utilized should be developed. If I can assist in this endeavor, please let me know.

Yours truly,



Bob Bellah

Board Chairman

Upper Rogue Community Center



JACKSON COUNTY FIRE DISTRICT 4

21200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

Oregon Department of Transportation,

Jackson County Fire District 4 is proud to support the City of Shady Cove's request for the TGM Planning Grant.

The City of Shady Cove has a significant problem that needs your assistance. Like many cities, it is faced with a patchwork of non-uniform streets that fail to comply with current codes and standards. In particular, the city needs to address dead-end streets with no turnaround or outlets, lack of addressing, and small alleys that don't allow fire district access. From a public safety point of view, these issues need to be addressed, and we are grateful to see the City of Shady Cove taking proactive action to resolve them.

We urge you to join us in supporting this grant request.

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read "Travis Crume", written in a cursive style.

Travis Crume, Fire Chief
Jackson County Fire District 4

Mailing Address • P.O. Box 1400 • Shady Cove, OR • 97539-0394



*Home of the Mighty
Wolverines*

Shady Cove School

*P.O. Box 138
37 Schoolhouse Lane
Shady Cove, OR 97539
Phone 541.878.1400
Fax 541.830.6226*

July 10, 2023

To Whom It May Concern:

My name is Amy Isackson and I have had the honor of serving as the Principal at Shady Cove School for the past nine years. I would like to take this opportunity to urge and to give my support for the continued development of our Shady Cove community, specifically with regards to updating the safety of our streets and sidewalks. The sidewalks that have already gone in not only improved the community as a whole but also made it safer for our students to get to and from school. I understand that there is still more to be done to continue this work and would like to urge you to consider the expansion of this project. I have had conversations with Thomas J Corrigan, our City Administrator, as well as other who have been working on this project. I have walked the streets with them and was able to give input on the areas I believe need improvement for the safety of our students as well as the community.

Sincerely,

Amy Isackson

Shady Cove School Principal

isacksona@eaglepnt.k12.or.us

541-830-6206

***Shady Cove School is a caring place where
all learners develop the confidence
to realize their full academic and social potential.***

RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

[Chapter 600 of the 2013 Oregon Laws](#) require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons¹ in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, please provide below the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

By checking this box, I hereby certify the information contained on this form is true, complete, and accurate to the best of my knowledge.

Dated:

Printed Name:

Title:

Agency Name:

¹ “Minority person” are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African Americans, Hispanics, Asians, or Pacific Islanders, American Indians and Alaskan Natives.