



## MEMORANDUM

**Date:** November 16, 2017  
**To:** Jon R. Ruiz, City Manager  
**From:** Jeff Harms, MUPTE Review Panel Chair  
**Subject:** FY17 MUPTE Project Review Report

The MUPTE Review Panel presents the enclosed annual MUPTE report, which covers July 1, 2016 to June 30, 2017 (FY17), and is in accordance with Section 2.945(13)(b)3 of Ordinance 20556:

The review panel will assist the City Manager in preparing annual reports to the Council on the progress that will also include information about the program volume cap and review of the documentation required.

As a reminder, our Panel is a combination of technical interests and neighborhood representatives as called for in the Ordinance [2.945(13)(a)]. The Panel composition generally strives to represent the richness of the community's perspectives, neighborhoods, and technical expertise. The Panel includes ten members:

- Two at-large neighborhood representatives, selected by the neighborhood association boards;
- Two neighborhood representatives from the specific neighborhood in which a proposed MUPTE project is located, selected by the board of the neighborhood association (at this time, the Downtown Neighborhood Association); and
- Six technical interests, selected by the City Manager: architect/green building specialist, building trades union, developer, environmental professional, public health professional, and human rights representative.

(The neighborhood specific representatives are included in this annual project review and are not part of the program review. A separate memo contains our annual program efficacy review.)

For our FY17 analysis, we met on October 19, 2017 and reviewed the FY17 staff report. The enclosed staff report covers the approved projects, compliance/reporting, and program volume cap. Noteworthy elements for FY17 include:

- Panel's recommended approval of the Olive Lofts redevelopment at 844 Olive Street; and City Council's subsequent approval of the Olive Lofts resolution on July 27, 2016. (The project is in the permitting stage currently.)
- No new applications were received by the City.

- No units were created.

Other than the Olive Lofts approval, there is no progress to report, nor are there any units toward the volume cap or required documentation. Please feel free to contact me if you have questions (541-228-2426 or [jharms@nwcarpenters.org](mailto:jharms@nwcarpenters.org)).



## FY17 Report to the MUPTE Review Panel

Progress of approved projects, program volume cap, and reporting documentation



**Prepared by:**  
Community Development Division  
Planning & Development Department  
99 West 10<sup>th</sup> Avenue  
Eugene, OR 97401  
October 2017

## INTRODUCTION

Staff prepared this report in advance of the MUPTE Review Panel’s annual meeting that is held to assist the City Manager in preparing an Annual Report on progress of the approved projects, program volume cap, and reporting documentation [2.945(13)(b)3.]. The 10-member Project Review Panel is tasked with reviewing the staff report [R-2.945-G and R-2.945-H.1].<sup>1</sup> This report is the second one under the extensively revised program and covers the period between July 1, 2016 and June 30, 2017 (FY17).

### Panel Mission

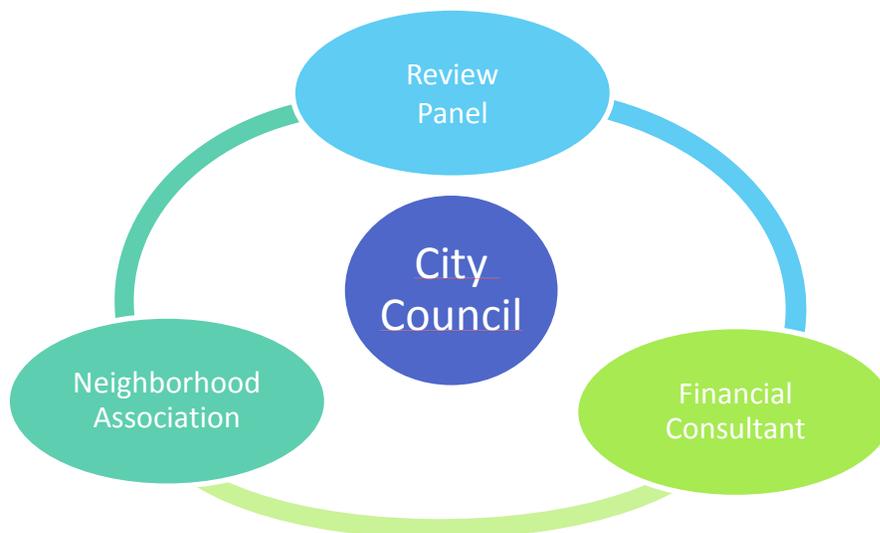
The Panel was added by City Council with the 2015 revisions to:

- Review project applications, including the consultant’s review of the project’s financial projections [2.945(4) & (13)(b)1.].
- Review the applicant’s conformance with the Required Public Benefits and make recommendations regarding approval/denial of the tax exemption to the City Manager [2.945(4) & (13)(b)1.].
- Midway through construction, at completion of construction, and during the exemption period, review the project’s conformance with approval requirements [2.945(13)(b)2.].
- Assist the City Manager in preparing an Annual Report on progress of the approved projects, program volume cap, and reporting documentation [2.945(13)(b)3.].

### Other MUPTE Oversight

The main oversight is from City Council, who determines whether or not to approve an application.

- Prior to Council action, applications are reviewed by the neighborhood association, the MUPTE Review Panel, and the independent financial consultant.
- If approved, Council’s resolution includes specific conditions that must be met. Non-compliance results in civil penalties, not getting the exemption, or termination of the exemption.
- Post-approval compliance includes two opportunities for the neighborhood to provide design input, design review by staff prior to permits, submission of required documentation for specific public benefits, and convening the Panel midway through construction and when construction is complete.



<sup>1</sup> The 8-member Program Review Panel completes an annual review of program efficacy and, if needed, the potential addition of eligible areas to the boundary [R-2.945-H.2.].

## **Review Methodology**

Staff compiled information for this report to assist the Panel in reviewing program activity during FY17. The information is organized under three main categories (approved projects, compliance/reporting, and program volume cap) and includes background information.

## **APPROVED PROJECTS**

*FY17 Information:* On July 27, 2016, City Council passed Resolution 5167 approving the MUPTE application for the Olive Lofts redevelopment to be constructed at 844 Olive Street. Council passed an amendment to the Resolution on March 13, 2017, to clarify an unintended ambiguity in the Resolution. The amendment did not change the project or the exemption.

## **COMPLIANCE/REPORTING**

*Background:* Owners are required to submit various documentation to demonstrate post-approval compliance with the approval resolution.

- During construction, the owner will submit a list of all contractors on the project.
- After construction, the owner will submit:
  - a list of the home city or zip code of the construction labor workers, and
  - documentation for the green building pathway (see the Program Guide “Green Building” section on page 11).
- During the exemption period, the owner will:
  - submit annual documentation to evaluate compliance for projects that include moderate-income housing units or
  - pay the moderate-income housing fee.

*FY17 Information:* Olive Lofts submitted for permits in FY17 and has not yet started construction. Therefore, no post-approval compliance reporting occurred in FY17.

## **PROGRAM VOLUME CAP**

*Background:* City Council’s established program goal is to assist in the creation of 1,500 new, multi-family housing units through redevelopment (after adoption of the 2015 ordinance). Capping the cumulative number of units is aligned with Envision Eugene’s identified gap, which used information regarding the 20-year projection for multi-family homes and land capacity. The cap is reviewed annually by the Panel as part of the Annual Report. At such time that the MUPTE-assisted number of dwelling units constructed reaches the cap, City Council will conduct a comprehensive review to determine if continuation of the program is desired. [Ordinance Section 6]

*FY17 Information:* No MUPTE units were created in FY17. The Olive Lofts approved project will create 36 residential units upon completion.