

2025 HOME REQUEST FOR PROPOSALS

CREATION OF NEW AFFORDABLE RENTAL HOUSING

The Eugene-Springfield HOME Consortium invites proposals from for-profit developers, non-profit developers, and public agencies for the development or preservation of rental housing affordable to low-income households. Resources offered through this Request for Proposals (RFP) include federal HOME Investment Partnership Program (HOME) funds, a City of Eugene owned property and a City of Springfield owned property. Applicants are responsible for knowing and understanding the regulations and requirements of the resources sought through this application.

Please submit a letter of intent to apply by Wednesday October 1, 2025 describing the potential development and proposed uses of funds. This will help the Consortium plan for evaluating proposals. Proposals must be received by the application deadline and contain all required components to be eligible for review. Proposed projects must be located within the city limits of Eugene or Springfield. This RFP is an open, competitive process to award available resources based upon satisfaction of the described criteria. Proposals submitted to the Consortium must meet HOME requirements. Submission of a proposal does not guarantee funding.

RESOURCES AVAILABLE

The amount of HOME funds available is approximately **\$2,286,655 (approximately \$1,213,908 in Eugene and \$1,072,747 in Springfield)**. The HOME Consortium Governing Board has the flexibility to award additional funds in either jurisdiction if a project warrants it. Land in each jurisdiction is also available through the RFP. Applicants may apply for only HOME funds, or apply for only land, but applying for HOME funds and land together is preferred.

EUGENE

Resources available through this RFP include, 1) HOME funds, and 2) a 0.89-acre parcel of land at 1091 Coburg Road in Eugene, Map and Tax Lot #: 17-03-20-41-06400. (see Appendix A for site details).

SPRINGFIELD

Resources available through this RFP include, 1) HOME funds, and 2) a 1.1 acre parcel of land at 1566 Main Street in Springfield, Map and Tax Lot # 17-03-36-31-04702 (see Appendix B for site details).

PROPOSAL SUBMISSION

Mail or deliver* one (1) printed copy of your proposal(s) to Ellen Meyi-Galloway at the Atrium Building, 99 W 10th Ave. Eugene, OR 97401, to be received by the due date, AND submit an electronic copy via email by **Wednesday November 5, 2025 no later than 5:00 pm.**

Contact: Ellen Meyi-Galloway, Community Development Division of the City of Eugene
Phone: 541-682-5532 Email: EMeyi-Galloway@eugene-or.gov

* The Atrium Building is currently open weekdays from noon – 4:00 p.m. and drop-offs may be arranged at other hours.

APPLICATION AND SELECTION PROCESS

The purpose of the RFP is to support the availability of high quality, affordable rental housing for low and very low-income households in Lane County. Proposed developments must be consistent with Eugene and Springfield goals and policies as applicable for the location, including the Eugene-Springfield Consolidated Plan, Housing Dispersal Policy (Eugene only) and applicable city codes. If acquiring property, to maintain project eligibility, developers must follow specific guidelines for Option Agreements (earnest money agreements) and current tenant tracking under the Uniform Relocation Act. **Please contact staff at any time to discuss the project proposal.**

All proposals will be reviewed by Consortium staff and the Evaluation Committee. The Evaluation Committee will assess and rank proposals and staff will present scores and rankings to the applicable City Councils and the HOME Consortium Governing Board, which will make final HOME funding decisions. Other funding approvals may be necessary for additional resources requested. The selection process is expected to be completed by the dates below. This timeline does not include negotiation of the development/HOME agreement. The tentative schedule for the selection process is as follows:

August 27, 2025	Request for Proposals Issued
October 1, 2025	Letter of Intent to Apply Due
November 5, 2025	Proposals Due
December 2025	Evaluation Committee Application Reviews and Public Hearing
January 2026	City Council Action
February 2026	Governing Board decision for HOME funding

AVAILABLE RESOURCES

This RFP provides the opportunity to request HOME Investment Partnerships Program funds and other resources by jurisdiction.

HOME funds - approximately **\$2,286,655 (approximately \$1,213,908 in Eugene and \$1,072,747 in Springfield)**. The Eugene-Springfield Consortium offers HOME funds for new construction, and/or acquisition of existing residential and non-residential structures to convert to affordable rental housing.

Please note that the HOME Consortium has not yet received HUD Grant Agreements for the FY26 new HOME entitlement portion of the HOME funds available. The FY26 new entitlement HOME funds cannot be allocated by the HOME Consortium Governing Board until the HUD Grant Agreements are signed. If the process follows prior Federal administration's timing, the HOME Consortium anticipates the HUD Grant Agreement will be signed and funds will be available before the selected development would start construction. Currently available HOME resources that do not include the FY26 new entitlement funds are approximately **\$1,309,102 (approximately \$480,743 in Eugene and \$828,358 in Springfield)**. Developers may request the full amount available, including the FY26 new entitlement funds, understanding the exact timing for the entitlement funds to be available is unknown and may be different from the timing for the currently available funds.

Funds will be provided in the form of deferred payment forgivable loans or low-interest loans. HOME resources may be used for acquisition, new construction, and eligible soft costs, including the costs of tenant relocation, but not rehabilitation costs.

Eugene Resources

- HOME funds - approximately **\$1,213,908** (or \$480,743 currently, not including the FY26 new entitlement funds). HOME resources may be used for acquisition, new construction, and eligible soft costs, including the costs of tenant relocation, but not rehabilitation costs.
- City-Owned Site – A 0.89-acre site at 1091 Coburg Road is available. See Appendix A for more information.
- City of Eugene Systems Development Charges Exemption –The City of Eugene offers funds to assist in the payment of City of Eugene systems development charges (SDCs). Refer to Eugene City Code section 7.725 for more details. The program has a separate RFP process. Intent to apply for the SDC Exemption should be identified in this RFP response.
- City of Eugene Low-Income Rental Housing Property Tax Exemption - The City of Eugene offers a 20-year property tax exemption for low-income rental housing. This exemption, enabled under state statute, requires a separate application for consideration by the Eugene City Council on a case-by-case basis. Intent to apply for the exemption should be identified in this RFP response.
- Eugene Water and Electric Board (EWEB) Water SDC Exemption – EWEB may have funds available for water SDC exemptions. Please contact EWEB at SDCWaivers@eweb.org.

Springfield Resources

- HOME funds - approximately **\$1,072,747** (or \$828,358 currently, not including the FY26 new entitlement funds). HOME resources may be used for acquisition, new construction, and eligible soft costs, including the costs of tenant relocation, but not rehabilitation costs.
- City-Owned Site - A 1.1-acre site at 1566 Main Street is available. See Appendix B for more information.
- City of Springfield Low-Income Rental Housing Property Tax Exemption - The City of Springfield offers a 20-year property tax exemption for new low-income rental housing of at least four units. This exemption, enabled under state statute, requires a separate application for consideration by the Springfield City Council on a case-by-case basis. Intent to apply for the exemption should be identified in this RFP response.
- City of Springfield Systems Development Charges Waiver – The City-owned site is located within the Downtown Urban Renewal District and may be eligible for Springfield Economic Development Agency (SEDA) assistance for some SDCs (see Appendix B for details).
- City of Springfield Land-Use Application Fee Waivers –The City of Springfield currently waives land-use application fees for affordable housing providers. A separate fee waiver application is available from the City and should be submitted concurrent with a land-use application (see Appendix B for details).

For questions about specific Springfield resources, contact Springfield HOME Consortium staff Katie Carroll at kcarroll@springfield-or.gov or 541-726-3660. Any questions about the HOME RFP requirements should still be directed to City of Eugene staff.

REQUIRED PROPOSAL COMPONENTS

There are three required components for submitted proposals. All required components must be submitted for proposals to be evaluated. To ensure the project proposal qualifies for use of HOME funds, developers must submit:

- The 'Project Compatibility with HOME funding' eligibility assessment (*Attachment B*).
- Application for HOME Funds, including all required documentation (*Attachment C*).
- Financial pro forma for Rental Housing development (*Attachment D*).

HOME REGULATIONS

HOME requires at least 25% of requested HOME funds must be matched with non-federal, permanent contributions to the project. The HOME Match funds must be able to be obtained prior to receiving a HOME award. The land cannot be counted as Match because both properties were acquired with federal funds. For more guidance on what qualifies as HOME Match, please refer to the HOME Match guidance in the Reference Section.

The Consortium estimates \$40,000 per development in project delivery costs may be incurred by Consortium staff. Developers must take this into consideration when developing the project budget. Actual project delivery costs incurred by the cities depend on the project size and complexity. If Consortium staff do not use the full amount of project delivery costs, the developer may use the remaining amount for HOME-eligible soft costs.

The HOME Program has limits on rents, occupant income, and amount of per-unit assistance as well as procedural and long-term affordability requirements. HOME funds must be repaid if the project cannot be completed or maintain affordability over the required period.

CONSTRUCTION ACTIVITY	AFFORDABILITY PERIOD
Acquisition- Rehabilitation, less than \$15,000 per unit of HOME funds	5 years
Acquisition -Rehabilitation, \$15,000 - \$40,000 per unit of HOME funds	10 years
Acquisition -Rehabilitation, more than \$40,000 per unit of HOME funds	15 years
New Construction	20 years*

** The City of Springfield has a 30-year affordability requirement applicable to the 1566 Main Street site, please see Appendix B for details.*

The minimum HOME Allocation shall be One Thousand Dollars (\$1,000) average cost per unit utilizing HOME funding. Projects may only request 75% of the total development cost in HOME funds; at least 25% of the total development cost must be non-federal leveraged funds. Leveraged funds must be able to be committed prior to receiving a HOME award. The Maximum HOME Per-Unit allocation shall be as follows:

0 - Bedroom	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ - Bedroom
\$181,488	\$208,048	\$252,993	\$327,292	\$359,263

Based on HUD-published subsidy per unit limits, 240% of Basic Statutory Mortgage Limits for "high cost" geographic areas (effective 2/13/24)

PROGRAM RESTRICTIONS

The following is a summary of HOME Investment Partnerships Program rules and regulations. This summary is provided as a guide for project development only and should not be interpreted as being the final form. All proposed projects must meet all federal regulations as they pertain to the HOME Investment Partnerships Program. For the duration of the HOME affordability period the HOME Loan recipient agrees to ensure that:

- A. Units designated as HOME units must bear rents not greater than the lesser of:
 - (1) The fair market rent for existing comparable units in the area as established by HUD, less any tenant-paid utilities and services (excluding telephone); or
 - (2) 30 percent of the adjusted income of a family whose gross income equals 65 percent of the median income for the area, as determined by HUD, with adjustments for the number of bedrooms per unit. ***(Attachment A** is a copy of the current HOME program rents. A utility allowance, to be deducted from the rent schedule, is based upon unit construction and will be determined on a project by project basis).
- B. Projects with five or more HOME units must have at least 20 percent of the units:
 - (1) Occupied by very low-income families who pay as a contribution toward rent (excluding any federal, state, or tribal rental subsidy provided on behalf of the family) not more than 30 percent of the family's monthly adjusted income as determined by HUD; or
 - (2) Occupied by very low-income families and bearing rents not greater than 30 percent of the gross income of a family whose income equals 50 percent of the median income for the area, as determined by HUD, with adjustments for larger and smaller families.
- C. 100% of the HOME units are occupied only by households that qualify as low-income at the time of first occupancy. Incomes for each household will be verified annually according to HOME guidelines.
- D. The project will remain affordable, pursuant to deed restrictions, for not less than the appropriate affordability period.
- E. Recipient will adhere to Environmental Review requirements under 24 CFR Part 58 for the proposed development site to ensure the site is safe and appropriate for residential occupancy. The Consortium will lead the Environmental Review process after proposal awards. Please see attached Reference Materials for information about Avoiding Choice-Limiting Action until the Environmental Review is complete.
- F. For any tenants or businesses displaced by the development proposal, Recipient will follow relocation procedures and provide applicable relocation assistance required under the Uniform Relocation Act.

- G. Recipient will maintain the rental units in compliance with HUD [National Standards for the Physical Inspection of Real Estate \(NSPIRE\)](#) and substantial compliance with the applicable City Housing Code. NSPIRE is HUD's new housing inspection approach and is a single inspection standard for all units under the Public Housing, Housing Choice Voucher, Multifamily, and Community Planning and Development programs which includes HOME (effective date October 1, 2024).
- H. For new construction and major rehabilitation projects with 5 or more units, 5% of units must be accessible to persons with physical disabilities and 2% additional units must be accessible to persons with sensory disabilities. For small projects or minor rehabilitation, accessibility improvements must be made to the maximum extent feasible.
- I. Recipient will affirmatively further fair housing and will not discriminate against prospective tenants meeting the definition of protected classes including discrimination on the basis that the tenants have a minor child or children who will be residing with them. (Exception for elderly housing)
- J. Recipient will not refuse leasing to a holder of a Rental Certificate, Rental Voucher, or to the holder of a comparable document evidencing participation in a HOME tenant-based assistance program, solely on the status of the prospective tenant as a holder of such.
- K. Recipient will not convert the rental units to condominium ownership.
- L. Recipient will allow annual inspections of the property, in order to determine if the above conditions are being met.
- M. Recipient will abide by all conditions set forth in the HOME Loan Agreement, Deed of Trust and Promissory Note securing the HOME loan on the property.
- N. Recipient will, to the greatest extent possible, provide contracting and other economic opportunities to Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) which includes outreach and a good faith, comprehensive and continuing endeavor.
- O. Recipient will, to the greatest extent possible, provide training, employment, contracting and other economic opportunities to low- and very low-income persons in compliance with ['Section 3'](#).
- P. Recipient will abide by regulations of [Build America Buy America](#) requirements to use a Buy America Preference to source all iron, steel, manufactured products and construction materials from the United States unless otherwise exempt or subject to an approved waiver (new for HOME in 2024).
- Q. All Development entities, Contractors and Subcontractors must have a [Unique Entity Identifier \(UEI\)](#) but they do *not* need to 'register' to get the UEI number. The UEI numbers will be reviewed to ensure the entities are not debarred in the federal SAM.gov database. All Contractors and Subcontractors must also provide Construction Contractors Board identifiers (CCB numbers) to ensure they are not debarred in the State of Oregon.

DISCLAIMER/DECISIONS NOT TO FUND

The Eugene-Springfield HOME Consortium has developed this RFP and funding application with the intention of gathering information that is adequate to serve as a sound basis for decisions about funding allocations. As applications are reviewed it may become apparent that additional information is needed from one or all project applicants. In the event that something pertinent to all applications has been omitted from the application form, all who receive this RFP/application will be asked to provide supplemental information. Consortium staff may also follow up with individual applicants to clarify information contained in their application/proposal, or to gather additional information. Applications deemed incomplete will not be reviewed.

The Eugene-Springfield HOME Consortium reserves the right to allocate resources to any, all, or none of the proposals/applications for resources received under this RFP. The Consortium also reserves the right to provide funds with different financing terms to any or all projects funded, based on its determination of the severity of housing need among the populations that will be served, and on a project's financial need. The Consortium may not allocate all available resources.

Tentative awards approved by the Governing Board are awarded for a specific project proposal. Approved proposals may try to complete financing for up to two years unless a shorter period of approval is determined. The Consortium has the right to withdraw a tentative HOME award if a project proposal is not progressing (such as not applying for required land use approvals, not performing necessary environmental studies, not working towards completing financing, or other indications.) The approval is null and void if the project changes significantly after it is selected through the RFP process. Significant changes include:

- Reducing the number of units by 25% or more
- Changing the proposed target population
- Changing the location of the project
- Changing the developers (main sponsors) of the project
- Changing project details related to criteria that determined the rank of the proposal

HUD Grant Agreement for FY26

As stated above, the HOME Consortium has not yet received a HOME Grant Agreement with HUD for the FY26 new entitlement portion of the HOME funds available. The FY26 new entitlement HOME funds cannot be allocated by the HOME Consortium Governing Board until the HUD Grant Agreement for HOME funds is signed. Currently available HOME resources that do not include the FY26 new entitlement funds are approximately **\$1,309,102 (approximately \$480,743 in Eugene and \$828,358 in Springfield)**.

CONFIDENTIALITY

Information considered confidential under Oregon law may be separated for confidential handling, if specified "confidential" and delivered at the same time as the rest of the submittal. Public bidding laws require that, at the conclusion of the selection process, the contents of all proposals be placed in the public domain and be open to inspection by interested parties. Trade secrets or proprietary information that is recognized as such and protected by law may be withheld if clearly identified as such in the proposal prior to submittal.

SCORING CRITERIA

All proposals will be reviewed by staff and evaluated by the Evaluation Committee. Proposals will be evaluated in six categories:

- Project Concept and Design
- Site Feasibility
- Targeted Population and Services
- Cost Benefit
- Financial Feasibility
- Organizational Experience and Performance

Each evaluator will use a scoring system of awarding up to 10 points per category. Acceptable proposals will score above 24 points total (a score of 4 in each category for all “required” criteria), and each proposal has the potential to receive a total score of 60 points. Scores will be recorded and reflected in materials presented to the applicable City Council and the HOME Consortium Governing Board. In instances of tie scores, proposals will be compared against each other in order to determine which proposal uses the requested resources most efficiently and provides the greatest community benefit while meeting the Consortium goals.

Points for Required Criteria

7	Excellent - A score of “7” will reflect meeting all required criteria and strongly exceeding the required criteria outlined in Request for Proposals. No elements in the category need improvement.
6	Very Good - A score of “6” will reflect meeting all required criteria and somewhat exceeding the required criteria outlined in Request for Proposals. No elements in the category need improvement.
5	Good – A score of “5” will reflect meeting all required criteria and exceeding some of the required criteria outlined in Request for Proposals. No elements in the category need improvement.
4	Acceptable - A score of “4” will reflect meeting all required criteria outlined in Request for Proposals. No elements in the category need improvement.
3	Needs Improvement - A score of “3” in a category means all required criteria outlined in Request for Proposals are <i>not</i> met but could be modified to meet the standards.
2	Needs Significant Improvement – A score of “2” in a category means all required criteria outlined in Request for Proposals are <i>not</i> met and would need to be significantly modified to meet those standards.
1	Unacceptable - A score of “1” in a category means all required criteria outlined in Request for Proposals are <i>not</i> met and cannot be readily modified to meet the standards.

Points for Preferred Criteria

1-3	1, 2, or 3 points may be awarded in each category if the proposal meets or exceeds a number of preferred criteria or meets preferred criteria in an especially innovative way or to a significant extent.
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CRITERIA FOR PROPOSAL EVALUATION

Project Concept and Design

Proposals are required to:

- a) present a well-developed design that is suitable for the targeted population(s) and project location.
- b) comply with federal requirements and the applicable City Code.
- c) demonstrate use of cost-effective green building measures (if applying for State resources).

Preferred proposals:

- a) demonstrate a significant innovation or benefit through the project design, compatibility with surrounding uses, or services for targeted population(s).
- b) increase the existing number of units, through new construction, adaptive re-use, or rehabilitation.
- c) provide more than the required number of units fully accessible to people with physical and sensory disabilities, and/or more than the required units that are visitable by persons with physical disabilities and adaptable (to be converted to be accessible) to people with physical disabilities.

Site Feasibility

Proposals for the 1091 Coburg Road site in Eugene and the 1566 Main Street site in Springfield will automatically score 10 for this section. Site information can be found in Appendix A and Appendix B respectively.

Proposals are required to:

- a) demonstrate that the designated project site is suitable for affordable housing and the selected population(s).
- b) have site control or an option to purchase at the time of application.
- c) be free of adverse environmental conditions or, if a site has an adverse environmental condition, it must be possible to mitigate the condition through reasonable measures.
- d) have appropriate zoning for the type of development proposed or must be in such condition that appropriate zoning is possible within 12 months from the date of HOME award.
- e) demonstrate that the development will not create undue concentrations of poverty being located in a census tract with a high proportion of households with low-incomes.

Preferred proposals:

- a) are located near public transportation, schools, parks, commercial areas, services, and jobs.

Targeted Population and Services

Proposals are required to:

- a) demonstrate the proposed population to serve is identified as a priority population as described in the Eugene-Springfield 2020 and 2025 Consolidated Plans (Con Plan).
- b) demonstrate there is housing demand for identified population(s).
- b) provide adequate and appropriate services for proposed population(s).

- c) provide services promoting self-sufficiency and independent living for all residents.

Preferred proposals:

- a) offer all units to very-low income (50% AMI or less) individuals.
- b) identify a reasonable number of units onsite to serve a population that is uniquely needy and is significantly underserved (i.e. is a special population identified in Con Plan as having a high need/priority).
- c) substantially exceed the minimum requirements of providing basic services and will encourage and support residents to participate in decision making processes.

Cost Benefit

The proposal's per unit and per bedroom overall cost, HOME subsidy level, and total subsidy level will be evaluated.

Proposals are required to:

- a) provide units and rent levels that justify the requested resources.
- b) leverage other resources to meet the HOME match requirements.
- c) meet minimum affordability period requirements (20 years for HOME proposals, 30 years for the Springfield Main Street site).

Preferred proposals:

- a) In Eugene, create a higher number of affordable units, a higher number of bedrooms (and/or greater number of residents served) for the amount of subsidy provided. In Springfield, create a high number of bedrooms in the overall development for the amount of subsidy provided.
- b) Create lower rents or greater affordability levels because of the requested resources.

Financial Feasibility

Proposals are required to:

- a) provide a complete financial pro forma (Attachment D).
- b) demonstrate that at least 25% of total project costs are non-federal leveraged funds, and other funding sources are realistic and can be committed prior to entering into a HOME Agreement.
- c) show financial stability throughout the entire 20-year HOME affordability period with a minimum debt coverage ratio of 1.15 (see Appendix B for additional details on the affordability requirements for the Springfield Main Street site).
- d) demonstrate a construction schedule that achieves acquisition or start of construction within 18 months of the HOME award by the Governing Board and within 12 months of the date of commitment (entering into a HOME Agreement).
- e) Demonstrates a realistic plan to cover operating expenses for the Affordability period.

Preferred proposals:

- a) demonstrate resources that are firmly committed at the time of application, not just with a letter of interest.
- b) have a significant amount of leveraged funds committed.

- c) demonstrate a HOME Match (non-federal permanent contribution to the Project as outlined in the HOME Match guidance in the Reference section) equaling at least 25% of total HOME funds requested.
- d) include a financing model that relies less on competitive public resources.

Organizational Experience and Performance

Proposals are required to:

- a) demonstrate that the development team and/or lead organization has experience in serving the proposed population(s)
- b) Demonstrate the development team and/or lead organization has experience with the proposed form of development.
- c) show ability to manage additional projects if other development is in progress.
- d) demonstrate the ability of the property management team to adequately provide services to proposed target population(s) and ability to efficiently maintain the additional property/asset, or what qualities would be sought in a property management team.
- e) Demonstrate experience complying with fair housing laws and affirmatively furthering fair housing.
- f) demonstrate that their organization is financially viable and able to manage unexpected costs that could arise during development.

Preferred proposals:

- a) will come from development teams with an outstanding track record in the development and management of affordable housing.

REFERENCE MATERIALS

- Build America Buy America (U.S. sourced construction materials)
- Option Agreement Guidance (for land acquisitions)
- Section 3 Guidance (hiring workers with low-incomes)
- Minority Business Enterprise and Women Business Enterprise (hiring and reporting contracts)
- Resident Relocation Templates (for existing occupied sites)
- HOME Match Guidance
- Avoiding Choice Limiting Actions on a Federalized Site

Attachment A

2025 HOME Income Limits and Program Rents

2025 - HUD HOME INCOME LIMITS – EUGENE/SPRINGFIELD, OREGON							
Persons in Household	1	2	3	4	5	6	7
Extremely Low Income - 30% AMI	19,250	22,000	24,750	27,500	29,700	31,900	34,100
Very Low Income - 50% AMI	32,100	36,700	41,300	45,850	49,550	53,200	56,900
60% AMI	38,520	44,040	49,560	55,020	59,460	63,840	68,280
Low Income - 80% AMI	51,350	58,700	66,050	73,350	79,250	85,100	91,000

Source: <https://www.hudexchange.info/programs/home/home-income-limits/> as of June 1, 2025.

2025 - HUD HOME RENTS – EUGENE/SPRINGFIELD, OREGON						
Unit Size	SRO	Studio	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
Low HOME Rent	601	802	860	1,032	1,192	1,330
High HOME Rent	768	1,024	1,098	1,319	1,516	1,671
Fair Market Rent	795	1,060	1,140	1,495	2,095	2,510

*Rent limits include cost of rent and unit utilities. The total cost of rent and utilities paid by the tenant cannot exceed the identified rent limit. Effective June 1, 2025. Source: <https://www.hudexchange.info/programs/home/home-rent-limits/>

Utility Allowances

If a development entered into a HOME Agreement after August 23, 2013*, it **can no longer use Utility Allowances from the Public Housing Authority (Homes for Good)**. They must be calculated using a particular methodology. Project specific methodology is based on actual utility usage at the property or project-specific factors such as size, orientation, building materials, mechanical systems, construction quality and local climate conditions. The acceptable methods include but are not limited to: the HUD Utility Schedule Model, Multi-family Housing Utility Analysis, Utility Company Estimate, LIHTC Agency Estimate, and Energy Consumption Model/Engineer Model. Developers must submit their Utility Allowance calculation to the Consortium annually for approval prior to entering into leases. More information is below.

<https://files.hudexchange.info/resources/documents/HOMEfires-Vol13-No2-Guidance-on-How-to-Establish-Utility-Allowances-for-HOME-Assisted-Rental-Units.pdf>

Appendix A

Information about 1091 Coburg Road Site



Eugene-Springfield Consortium

Appendix A – Eugene Site Information

1091 Coburg Road

The site consists of one flat, vacant tax lot that is 0.89 acres (Map and Tax Lot #: 17-03-20-41-06400) on Coburg Road south of Bailey Lane (see site map below). The City of Eugene purchased the property with Community Development Block Grant funds in 2024 for \$850,000. Please see Map 1 below.

The single lot was developed with a single house built in the early 1940's, an outbuilding and a shed; the rest of the site is a grass yard with 4 - 5 large trees, and there is a thickly vegetated area and a creek on the east side of the site. There are several different names for the creek in various source materials including Slough Creek, Ascott Creek and Willakenzie Floodway (not associated with the federal definition of floodway). The east side of the property will have a waterway easement, and will be restricted from any development (Please see the creek easement area in Map 2 below).

The house has been vacant for two years or more. There has not been significant change to the property since the house was constructed besides periodic renovations; the house and outbuildings are in poor condition and would likely need to be demolished for redevelopment.

Surrounding Uses

Multi-unit housing developments are to the north and south of the subject property. The western border of the property is Coburg Road, a major arterial street. Across the five traffic lanes of Coburg Road from the subject property are multi-unit and single residences and commercial properties. To the east of the property, across the creek, is Ascot Park and Monroe Middle School.

The general area is a mix of single and multi-unit housing and commercial areas. The site is in the Harlow Neighborhood.

Development Standards

Please note the Residential Zone [development standards in Eugene Code \(EC\) 9.2750](#) for the siting constraints (building height, setbacks, lot coverage, etc.)

Zoning:

The site is zoned R-1 (low density residential) but the Metro Plan designation is R-2 (medium density residential). Applicants may submit development proposals using R-2 zoning density. If a proposal using R-2 zoning density is selected, the City would lead the process to upzone the property to R-2 prior to transferring ownership to the developer to start construction. Applicants would need to account for the 6-8 month Zone Change process in their development timelines.

The requirements for the property are consistent with the [definition to qualify for the Controlled Income and Rent density bonus](#) (see [EC 9.2740 for the Residential Zone Land Uses](#) and Permit Requirements under the category 'Residential'). Using this Controlled Income and Rent density bonus requires the development to comply with [Multiple-unit standards in EC 9.5500](#).

Net density (number of units allowed):

[EC 9.2751\(1\)\(c\)](#) describes "net density" as the number of dwelling units per acre of land in actual residential use and reserved for the exclusive use of the residents in the development, such as common open space or recreation facilities excluding public and private streets and alleys, public parks, and other public facilities.

Based on the code provisions, the site not including the creek easement would result in using 0.79 acres to determine net density.

- Based on the allowed 14 units per acre in R-1 zoning, **a developer could propose up to 16 dwellings when using the Controlled Income and Rent density bonus.**
- Based on the allowed 28 units per acre in R-2 zoning, **a developer could propose up to 22 dwellings (or up to 33 dwellings if you use the Controlled Income and Rent density bonus).**
- The City would prefer development proposals to create a **minimum of 10 units** on the site.

Waterway Easement:

No development may occur on the east side of the property within the creek area (See Map 2 Creek Easement Area below). An easement is required to be executed by the selected developer at the time of the land transfer. 'No development' includes no walking paths, benches, or bridges over the creek to connect the site to Ascot Park and Monroe Middle School.

Wastewater Easement:

There is a sanitary sewer easement that is 10-feet wide on the property to the north of the City's property. The easement abuts this property's north property line, but no wastewater easement is required for the subject site.

Transportation Access:

Coburg Road is classified as a Major Arterial and the existing access connection/driveway at 1091 Coburg Road does not comply with [transportation access spacing requirements as specified in EC 7.420\(2\)\(b\)](#). Identifying the proposed access connection should occur at the time of building permit application.

Restricted Movement Access

EC 7.420(2)(d) says, 'Applicant with an existing lot or parcel as of April 10, 2010, that cannot meet the spacing requirement, does not qualify for a reduction in the spacing requirements, and has no other access to the lot or parcel, **will be allowed one minimum-width restricted movement access connection.**' In other words, this type of connection is required to only allow 'right turn in, right turn out'. This access can be anywhere along the street frontage, because no location meets the spacing requirements.

Unrestricted Movement with an Adjustment

Alternatively, if a Right Turn In, Right Turn Out restricted movement access is not desirable, the applicant will need to apply for an Adjustment Review. The likely [path to an adjustment would be the criteria in EC 9.8030\(28\)\(a\)](#) since existing physical conditions (e.g., proximity of existing off-site access

connections, the length of the subject properties frontage, and the classification of the roadway) coupled with their proposed access connection, cannot otherwise comply with EC 7.420. Things to keep in mind for an Adjustment Review for access:

- Adjustment Reviews involve a Type 2 Land Use Application, with additional information available on the Eugene, OR website. [Land Use Information | Eugene, OR Website](#).
- Access connections that become hazardous can cause adjustments to be revoked or modified - EC 7.435(1)(c). This is important to note because being approved for an alternative access connection does not mean that a proposed access connection will, in fact, be safe.
- It may be beneficial to seek the advice of a traffic engineer regarding the best location and design for an access connection.

Infrastructure Connections

- There is a fire hydrant on Coburg Road in front of the adjacent property to the north -Hydrant #82011. The Eugene Water and Electric Board (EWEB) did not have flow data on the hydrant but provided the theoretical fire flow based on their hydraulic modeling software.
 - Static pressure: 71 psi
 - Residual pressure: 60 psi at 1,500 gpm
- EWEB will serve the site for electricity.
- There are stormwater and wastewater lines on the east side of Coburg Road.
- There is potable water capacity at the site. EWEB 12" CI Main is on the West side of Coburg Rd. There is one (1) 3/4" Service on the property.

Stormwater:

No infiltration testing has been performed at the site. The development will be required to meet National Marine Fisheries Service (NMFS) standards to protect endangered salmon. All stormwater engineering must incorporate stormwater reduction design practices, stormwater treatment practices, flow control practices for stormwater discharge, conveyance practices for stormwater discharge, and monitoring and maintenance practices. NMFS requires implementation of low impact design methods to mimic natural hydrologic processes to reduce post-construction runoff. Minimum treatment is equal to the water quality design storm with NMFS defines as 50% of the two-year 24-hour storm event. (Please ask staff for more information.)

Trees:

The [standard tree removal guidelines in EC 9.6885](#) will be applicable for tree removal. Since the lot is larger than 20,000 sf, removal of 5 trees or more will require a permit.

Title

The City obtained a title report in September 2024 before acquisition of the property. The City identified two exceptions that should be noted for a prospective owner of the property. For more information or documentation, please contact staff.

1. Power Line Easement. The easement recorded in 1942 by Pacific Telephone and Telegraph Company (which is no longer in existence, but its successor company is AT&T) has no map or description to show the location of the easement. The City surveyor researched the location of the telegraph easement and found it was not located on the subject property. Despite this evidence, the title company affirmed the easement cannot be removed from title.

2. Covenants, Conditions, Restrictions, and Easements (CC&Rs). The document recorded in 1945 includes unlawful racial discrimination that is disregarded. The only relevant point of the CC&Rs was a declaration: no buildings of any kind shall be constructed within 40 feet from the said county road, all buildings on said premises should be painted, and outbuildings are to match the residence in type and materials of construction. Examining this with attorneys and the title company it was determined that the measurement implications of '40 feet from the county road' are unclear (whether 40 feet from the center line of the road, east side of the road, etc.) The subject site's west property line is approximately 40 feet from the centerline of Coburg Road. The title company affirmed the CC&Rs cannot be removed from title.

Environmental Mitigation

The initial federal Environmental Review was completed in 2024. When a development proposal is selected, Eugene staff will Re-evaluate the Environmental Assessment with the particulars of the proposal. The Environmental Assessment must be approved before the land may be transferred to the developer. Please contact staff for Environmental Review questions. Described below are four factors identified in the environmental review that must be addressed in the project proposal.

Creek

A wetland delineation was conducted by Schott & Associates and sent for review to the Department of State Lands (DSL) and the US Army Corps of Engineers (USACE). The wetland delineation concluded that "based on soils, hydrology, and [ordinary high-water mark] data, one stream, identified as Slough Creek was mapped within the study site. The stream crossed through the northeastern portion of the site and is presumed to connect to a slough of the Willamette River downstream." The report identified "no wetlands within the study site."

A mitigation is to maintain the vegetative riparian buffer and record a protective easement for the stream at the time of the land transfer to the developer.

Endangered Species/Stormwater Plan:

The chinook salmon is an endangered species of concern in the area, which means projects receiving federal funds must meet National Marine Fisheries Service (NMFS) standards for stormwater treatment before stormwater runoff enters natural waterways. Three soils were mapped within the subject property. The western two-thirds of the site was Malabon-Urban land complex. A swath of Salem-Urban land complex was mapped through the eastern one-third of the site, with Courtney gravelly silty clay loam in the eastern corner. It is expected that this type of soil will have a slow rate of water transmission.

On-site retention or infiltration for all stormwater is not likely possible; therefore, filtration treatment facilities combined with detention facilities may be considered to treat stormwater runoff.

- **The development proposal must determine a type of stormwater control to meet the NMFS standard and include costs for the stormwater facility in the proposal.** After the project proposal is selected, staff will work with the selected developer to create the required stormwater documentation meeting NMFS requirements and will determine the need to submit the proposed stormwater plan to NMFS for approval (a 'Section 7 consultation'.) NMFS requires documentation of inspection, monitoring and maintenance. Please contact staff for more information.

Toxic Contamination:

A Phase I Environmental Site Assessment was conducted and determined that no Historical Recognized Environmental Conditions (RECs) or Conditional RECs were identified. There was one REC identified for the subject site: it was reported by the property owner that heating oil was formerly used on site. Although it was unknown how heating oil was formerly stored on site, it was possible that an underground heating oil tank was utilized. The consultant recommended further investigation into the potential presence of an underground heating oil tank on site through a focused Phase II ESA. The Phase II ESA was completed. No heating oil tank was found, and **no further testing was recommended**.

The mitigation from the studies were the following:

- a. The Phase II ESA investigation found that was evidence that a water well is located under the house that would need to be properly decommissioned when the house was demolished for redevelopment.
- b. It is assumed that lead based paint and asbestos are present in the existing structure and outbuildings because of the age of construction. A hazardous materials survey will be required to be conducted by a licensed professional to report the exact locations of lead and asbestos in all the structures, or provide a clearance report that states there is no lead or asbestos contamination.
- c. A licensed professional or licensed professional team will be required to ensure that Asbestos and Lead Safe Practices are followed before, during and after demolition according to established protocol. This includes any abatement of hazardous materials, notification to neighbors, reporting to the Lane Regional Air Protection Agency (LRAPA), worker protection, dust control, and proper disposal of the materials. The team will submit a demolition plan with the planned procedures to the City prior to demolition.
- d. At the time of demolition, the development team will be required to submit documentation that licensed professionals or a licensed professional team follow the demolition plan, such as photos, copies of notices posted and sent to neighbors, and report documents.

Noise:

The noise assessment determined that noise levels exceeded the acceptable level on the western side of the property along Coburg Road. The noise levels were calculated at 74 Day/Night Noise Level (DNL) using the HUD DNL Electronic Assessment Tool. When a proposal is selected, noise will be re-calculated at the edges of building footprints (rather than at the property line) to better calculate the amount of mitigation. Please see Map 3 for the map of Noise Assessment Locations (NALs).

- a. Buildings along Coburg Road must incorporate noise mitigation using construction techniques, building placement and/or barriers would be required to achieve interior noise levels of 45 DNL. Per to 24 CFR 51.105(a). Average construction techniques are expected to reduce interior noise by 20 dB (i.e. Exterior noise of 65 DNL = Interior noise of 45 DNL).
- b. Outdoor uses (playgrounds, benches, etc.) must be at a location that is 65 DNL or less.
- c. Prior to construction, the development team will be required to submit a noise mitigation plan to verify how interior and exterior noise compliance will be achieved and will comply with the noise mitigation plan.

Cultural Resources:

The developer is required to create an Inadvertent Discover Plan (IDP). If any archaeological or cultural resources are found while digging, the developer is required to stop work in the vicinity of the find and refer to the IDP. The Oregon Tribes must be kept informed of archaeological findings, and the developer must follow State Guidelines. Contact information will be available in the IDP.

Issues with no mitigation:

The following is additional information related to the federal environmental review that does not require mitigation:

Above-ground storage of Flammable/Explosive materials:

Analysis of the Oregon State Fire Marshall's Office database search confirmed that the site is located at an Acceptable Separation Distance (ASD) from any above-ground explosive or flammable fuels or chemicals containers according to 24 CFR 51C. **No further mitigation is required.**

Floodplain Management

The property is not located within a flood plain. The Federal Emergency Management Agency is in the process of updating the flood maps for the Eugene area. The property is not included in any known floodplain revisions.

Land Transfer

City of Eugene will not transfer the property until all financing for the development is secured, and all federal and City regulations are met including approved building permits. The City would enter into a Land Transfer Agreement with the chosen developer just before financial closing to start construction. The land would be transferred for the cost of \$1.00.

To memorialize the Land Transfer Agreement, a Memorandum of Agreement will be recorded on the property. The 20-year affordability period begins when the property is built and occupied by income-eligible residents and all construction closeout documentation is submitted and approved by the Consortium. To ensure affordability for the required 20-year period, the Consortium will monitor the development annually.

Site Specific Questions

City staff is available to answer site specific questions. Applicants may ask general site questions by [email to Ellen Meyi-Galloway](#). Staff will compile questions and answers and release those to all potential developers of the site. Applicants may also request meetings with Building and Permit Services staff to ask questions about their proposed plan and specific site issues. Please contact Ellen Meyi-Galloway by October 1, 2025 to schedule a meeting.

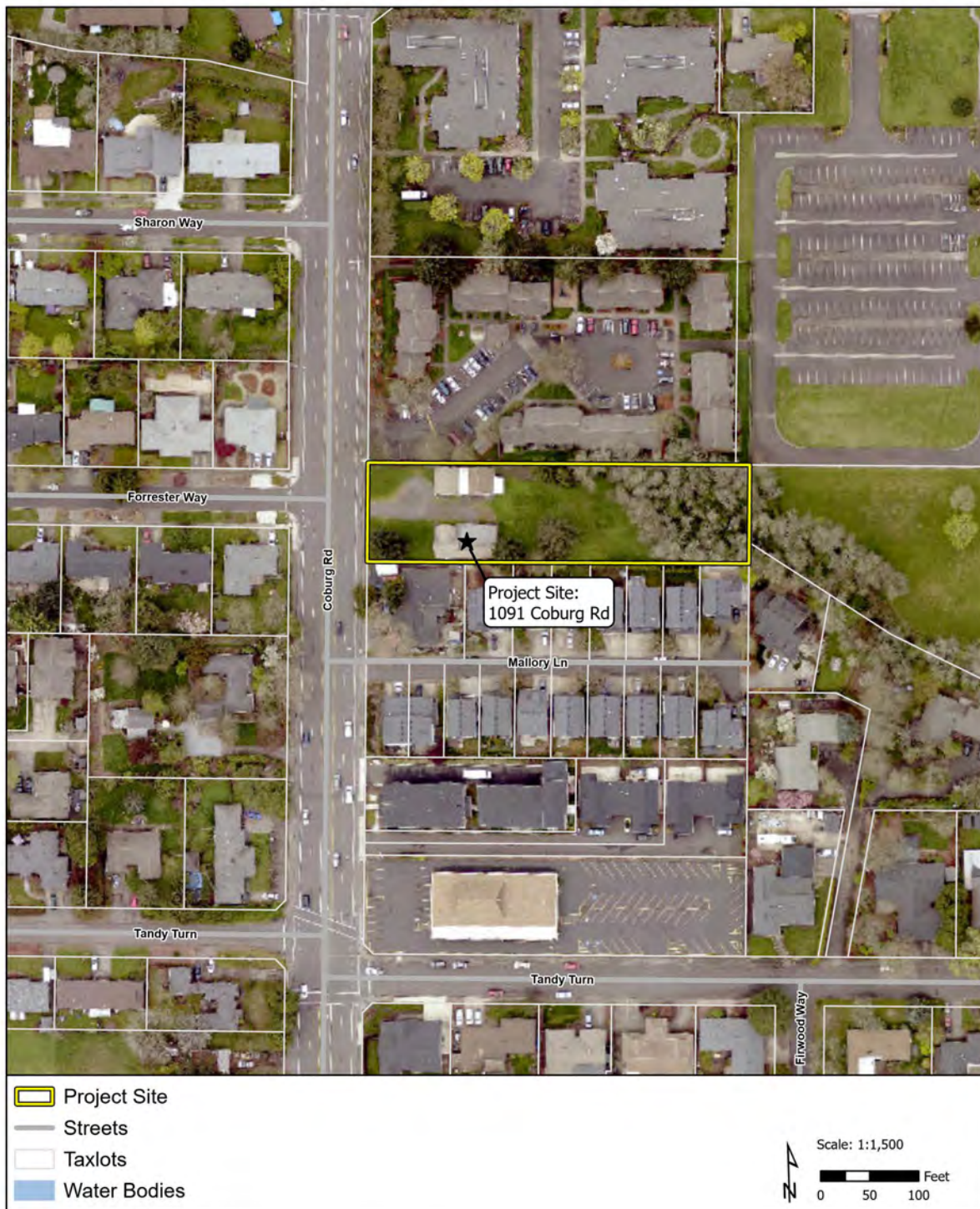
Maps of site

1. Aerial map of 1091 Coburg Road and surrounding area
2. Creek Easement Area
3. Noise Assessment Locations (NALs)



1091 Coburg Rd
Map: 17-03-20-41 Tax Lot: 06400

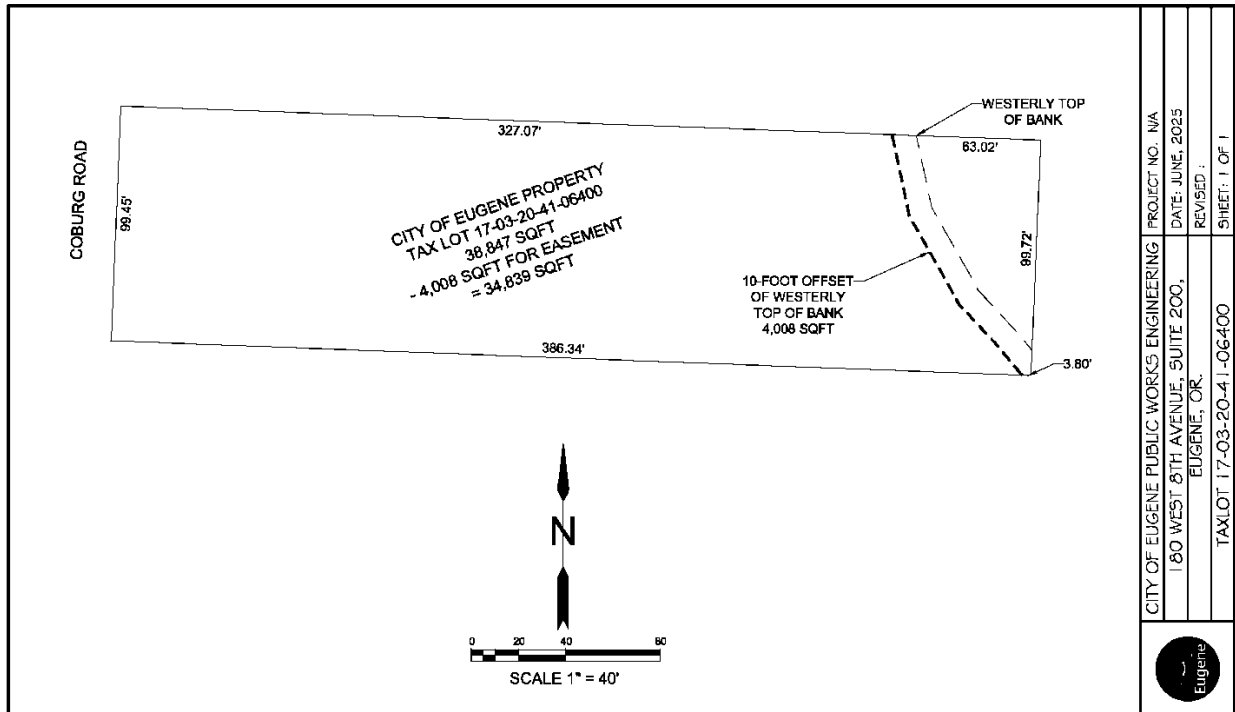
Aerial



Data: City and Regional GIS, Eagle View, ODOT
Caution: This map is based on imprecise source data, subject to change, and for general reference only.

1/29/2024

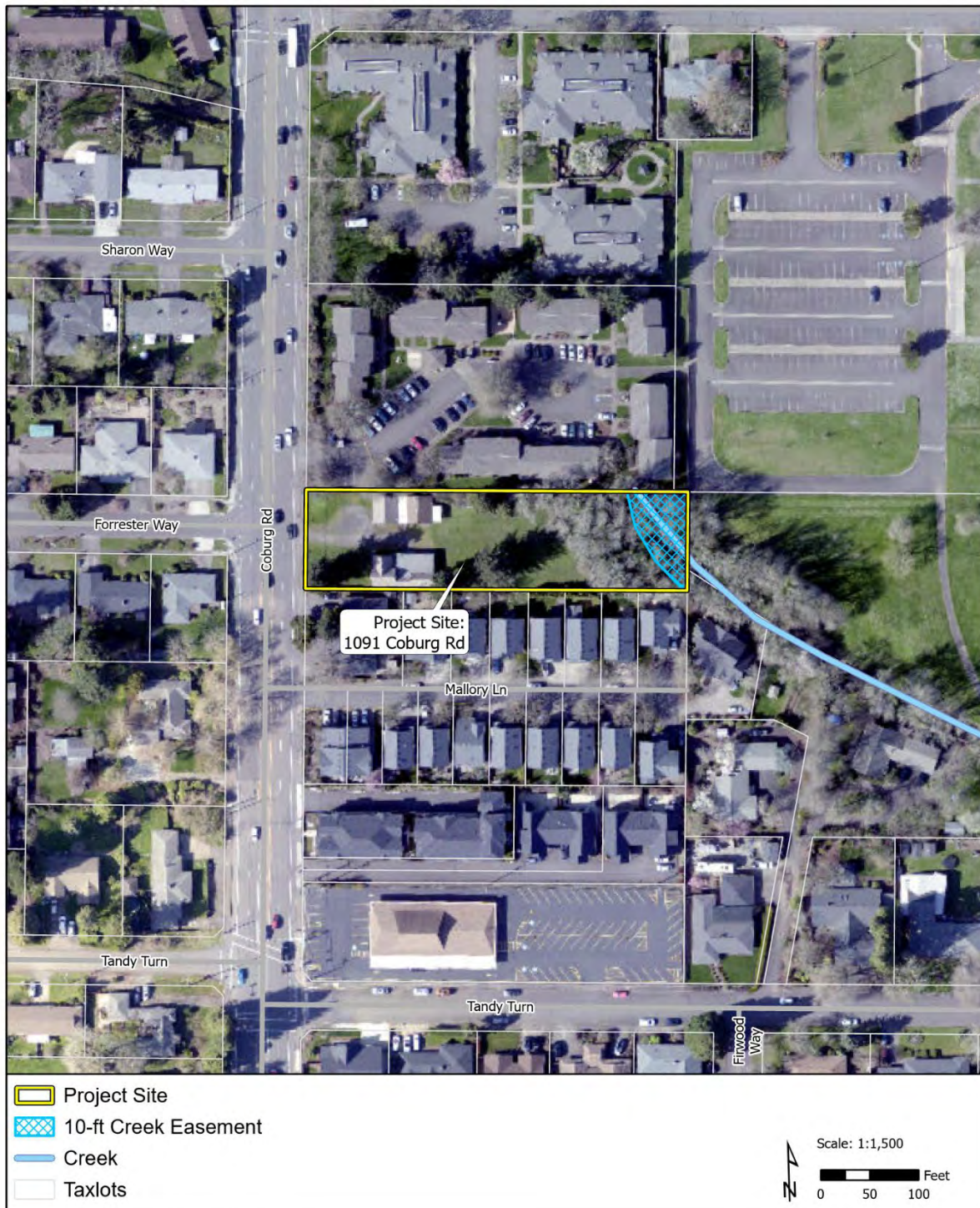
Map 2. Creek easement area.





1091 Coburg Rd
Map: 17-03-20-41 Tax Lot: 06400

Creek Easement



Data: City and Regional GIS, Eagle View, ODOT
Caution: This map is based on imprecise source data, subject to change, and for general reference only.

7/30/2025

Map 3. Noise Assessment Locations (NALs)



Appendix B

Information about 1566 Main Street Site

Appendix B – Springfield Site Information

1566 Main Street Site

There are no warranties that accompany this information. It is provided for convenience only and users should perform their own due diligence. Development requirements for the site may change at any time subject to state and local law.

The site consists of one generally flat, vacant tax lot that is approximately 1.1 acres (Map and Tax Lot #: 17-03-36-31-04702) on the corner of 16th Street and Main Street in Springfield (see site map below). The City of Springfield purchased the property in 2023 for \$540,000 using American Rescue Plan Act (ARPA) funding the City received through an intergovernmental agreement with Lane County.

Environmental Conditions and Mitigation

As part of the HOME funding award process, a federal Environmental Assessment of the site must be conducted. The federal process will be completed by the City of Eugene and may impact how the site can be developed. It may take 6-9 months to complete depending on the site. The review will look at a number of factors including, historic preservation, cultural resources, toxic contamination, above-ground storage of flammable/explosive materials, noise, and endangered species/stormwater. Below is some known information related to different environmental topics.

The Environmental Assessment will be completed after the award of the property and HOME funds to a selected developer. The selected developer will be responsible for the costs of certain studies, such as the Phase I Environmental Site Assessment (ESA) and the stormwater plans. Most Environmental Assessment costs will be paid for with HOME project delivery funds described in the HOME Regulations section on page 4 of this RFP document.

Historic Preservation:

Most of the surrounding properties are older than 45 years, so during the Environmental Assessment the HOME Consortium will consult with the State Historic Preservation Office to assess and determine any effect the development proposal has on any potentially eligible properties for the National Register of Historic Places. The design should consider any historic context of the area, and how the proposed development may affect any potentially historically significant structures that would have the proposed development in their viewshed.

Cultural Resources:

The developer is required to sign and follow an Inadvertent Discover Plan (IDP). If any archaeological or cultural resources are found while digging, the developer is required to stop work in the vicinity of the find and refer to the IDP. The Oregon Tribes must be kept informed of archaeological findings, and the developer must follow State Guidelines. Contact information will be available in the IDP.

Toxic Contamination

A Phase I ESA was conducted in October 2021 which had no findings or recommendations for further study of toxic contamination on the property. A new Phase I ESA will be required as part of completing the federal environmental review.

Above-ground storage of Flammable/Explosive materials:

Analysis of the Oregon State Fire Marshall's Office database search confirmed that the site is located at an Acceptable Separation Distance (ASD) from any above-ground explosive or flammable fuels or chemicals containers according to 24 CFR 51C. No further mitigation is required.

Noise

The noise assessment determined that noise levels exceeded the acceptable level on the site, particularly along the southern side of the property along Main Street. The noise levels were calculated at 74 Day/Night Noise Level (DNL) using the HUD DNL Electronic Assessment Tool. When a proposal is selected, noise will be re-calculated at the edges of building footprints (rather than at the property line) to better calculate the amount of mitigation. Please see the Noise Assessment Locations (NALs) Map below.

- a. Buildings near Main Street must incorporate noise mitigation using construction techniques, building placement and/or barriers would be required to achieve interior noise levels of 45 DNL Per 24 CFR 51.105(a). Average construction techniques are expected to reduce interior noise by 20 dB (i.e. Exterior noise of 65 DNL = Interior noise of 45 DNL).
- b. Outdoor uses (playgrounds, benches, etc.) must be at a location that is 65 DNL or less. There is currently no such place on the site. Applicants should plan to mitigate noise for outdoor uses to achieve appropriate noise levels, or plan for those uses at a location that is 70 DNL or less, which can be allowed with a HUD noise waiver.
- c. Prior to construction, the development team will be required to submit a noise mitigation plan to verify how interior and exterior noise compliance will be achieved and will comply with the noise mitigation plan.

Endangered Species/Stormwater Plan:

The chinook salmon is an endangered species of concern in the area, which means projects receiving federal funds must meet National Marine Fisheries Service (NMFS) standards for stormwater treatment before stormwater runoff enters natural waterways. Stormwater infiltration testing was conducted on the site, see below for more stormwater details.

NMFS requires implementation of low impact design methods to mimic natural hydrologic processes to reduce post-construction runoff. Minimum treatment is equal to the water quality design storm with NMFS defines as 50% of the two-year 24-hour storm event. (Please ask staff for more information.)

If stormwater is able to be treated and infiltrated entirely on site, without entering the municipal stormwater system, no consultation with NMFS is required. If stormwater will enter the municipal system, NMFS must approve the stormwater plan and operations and maintenance manual through a Section 7 consultation process. The approval process takes approximately 3 months and would happen after the developer is selected for the site and the stormwater plan and operations and maintenance manual is completed by an engineer.

Development Standards

Zoning:

The site is split-zoned R-1 (residential) and CC (community commercial), please see attached zoning map below. The R-1 portion of the property extends 88.7 feet south from the north property line.

Development standards for the districts are contained in the Springfield Development Code (SDC), [Section 3.2.200 Residential Districts](#) and [Section 3.2.300 Commercial Districts](#) respectively. Where multiple unit housing is proposed, it must comply with the Architectural Design Standards in [SDC 4.7.375](#) and either the Multiple Unit Housing (Clear and Objective Standards) in [SDC 4.7.380](#) or the Multiple Unit Housing (Discretionary Option) in [SDC 4.7.385](#).

- Income-qualified housing is permitted on the CC portion of the property under SDC [4.7.405](#). The requirements and standards for this allowance are also summarized in the Pathways to Income-Qualified Housing document ([linked here](#) and attached below).
 - The height restrictions for the CC portion of the property will depend on whether the applicant pursues development under 4.7.405(C-D), or 4.7.405 (E-F).
 - 4.7.405 (C-D): No height limit in alignment with the standards the CC District.
 - 4.7.405 (E-F): No higher than what is permitted in the R-1 District for a distance of 50 feet from the abutting R-1 District and then 90' for the remainder of the CC portion of the property in alignment with the standards of the MUC District.
 - Income-qualified housing in the R-1 district that meets certain affordability restrictions is eligible for a height bonus up to 47' subject to the standards in [SDC 4.7.405\(H\)](#), otherwise the height restriction for the R-1 portion of the property is 35'.
- Multiple unit housing is not a permitted use in the R-1 district per [SDC 3.2.210](#), however middle housing is permitted in the R-1 zoned portion of the property and income-qualified housing meeting certain affordability restrictions is eligible for a density bonus up to 28 units per net acre subject to standards in [SDC 4.7.405\(H\)](#).

Transportation/Parking:

Any vehicle parking provided must comply with SDC 4.6.100 through 4.6.135. Bicycle parking must be provided as specified in SDC 4.6.140 through 4.6.155. Standards for vehicle parking and bicycle parking can be found at [SDC 4.6.100: Motor Vehicle Parking, Loading and Bicycle Parking Standards](#). Although there are no minimum motor vehicle parking requirements, suggested parking standards for multiple unit housing are contained in SDC Table 4.6.2.

The City of Springfield Transportation Engineer was consulted regarding this project and found the following may be necessary at the time of development:

- The existing bus stop on Main Street in front of the property does not meet minimum ADA requirements. The minimum pad size for a sheltered bus stop is 24' x 10' 6". This must be addressed and may require moving the bus shelter, sidewalk improvements, and/or a minor dedication of right of way or an easement. The City encourages applicants to coordinate with the City and LTD on a solution.
- A minimum 75-foot separation is required from the arterial street (Main Street) for a driveway connection/curb return onto the local street (16th Street).
- No new driveways will be permitted along the Main Street frontage.
- Any unused curb cuts will need to be removed and restored to full height (cuts are located on both Main Street and 16th Street).

Fire:

There is a fire hydrant on the southeast corner of 16th and Main. Fire department access is likely to be required due to the depth of the lot.

Stormwater:

As referenced above in the Environmental Conditions and Mitigation section, the development will be required to meet National Marine Fisheries Service (NMFS) standards to protect endangered salmon. All stormwater engineering must incorporate stormwater reduction design practices, stormwater treatment practices, flow control practices for stormwater discharge, conveyance practices for stormwater discharge, and monitoring and maintenance practices.

A soil infiltration test was conducted on the site on March 12, 2025 by the City of Springfield. The testing found that the onsite soils have a large infiltration capacity in excess of 20 in/hour which is the maximum allowed rate per Appendix H in the SDC. An infiltration report was prepared by a professional engineer (PE) and is available upon request.

Sanitary Sewer:

A 14-foot-wide sanitary sewer easement exists to the north of the property. Records show an existing sewer connection to the site from the sanitary sewer easement. Older unverified records show that the connection extends approximately 140' into the site. The line appears to be a 4-inch line that will likely need to be resized for the scale of development.

Electric/ Drinking Water:

Prospective applicants should contact the Springfield Utility Board (SUB) for details on electric and drinking water requirements. SUB water and SUB electric are separate departments with their own requirements and fees, and SUB encourages early coordination. To review SUB's Developer Guidance information, visit: [Developer Guidance – Springfield Utility Board](#).

- SUB Water: 541-726-2396
- SUB Electric: 541-726-2395
 - Single-phase power is available to the west and the north of the property. Three-phase power is available to the east (across 16th Street) and south (across Main Street) of the property. There are several potential pathways to providing electric service to the site.

System Development Charges:

This project is in Springfield's Downtown Urban Renewal Area and may qualify for system development charges payment assistance from the Springfield Economic Development Agency (SEDA). SEDA's program covers system development charges for stormwater, local wastewater, and transportation. It does not cover all project system development charges. For more information contact, Allie Camp, Springfield Economic Development Manager, at acamp@springfield-or.gov or (541) 726-3688.

Willamalane Park and Recreation District recently updated its methodology for calculating system development charges. The new methodology is based on square footage rather than housing type. Willamalane also offers an option to defer system development charges for affordable housing meeting certain requirements. To learn more about the methodology and the deferral option, visit Willamalane's webpage: [System Development Charges | Willamalane Park and Recreation District](#).

Development Fee Waivers:

Fees may be waived for up to 50 income-qualified housing units per year, or more upon the determination of need by the Director as contained in [SDC 2.1.135 Fees](#). Fee waivers are available for

rental housing reserved for households with incomes below 60% of the area median income. Applicants are encouraged to check with the City to determine which development fees are eligible to be waived under this allowance.

Trees:

Street tree requirements depend on the site proposal and must be in conformance with [SDC 4.2.140 Street Trees](#) and the Approved Street Tree List in [Appendix G of the SDC](#).

Project Site Affordability Requirements

HOME funds require an affordability compliance period of 20 years for HOME units; however, a compliance period of 30 years is required for this site due to the Springfield Development Code requirements for building income-qualified housing in the CC District. For the 30-year affordability period, the project must meet affordability requirements as outlined in SDC 4.7.405 for the income-qualified housing path chosen by the applicant (more information is [linked here](#) and also attached below).

Surrounding Uses

Zoning in the vicinity is CC, R-1, and R-3 residential. The site is surrounded by commercial, single unit housing, and multiple unit housing, including The Royal Chateau and Double Tree Apartments. There is a bike lane and a bus stop in front of the site along Main Street. There is a grocery store a quarter mile from the site along Main Street (Grocery Outlet). Proposals should consider compatibility with neighboring residences.

Site Questions

City of Springfield staff is available to answer site specific questions. Applicants may ask site questions to the Planner on Duty at 541-726-3753.

Attachments

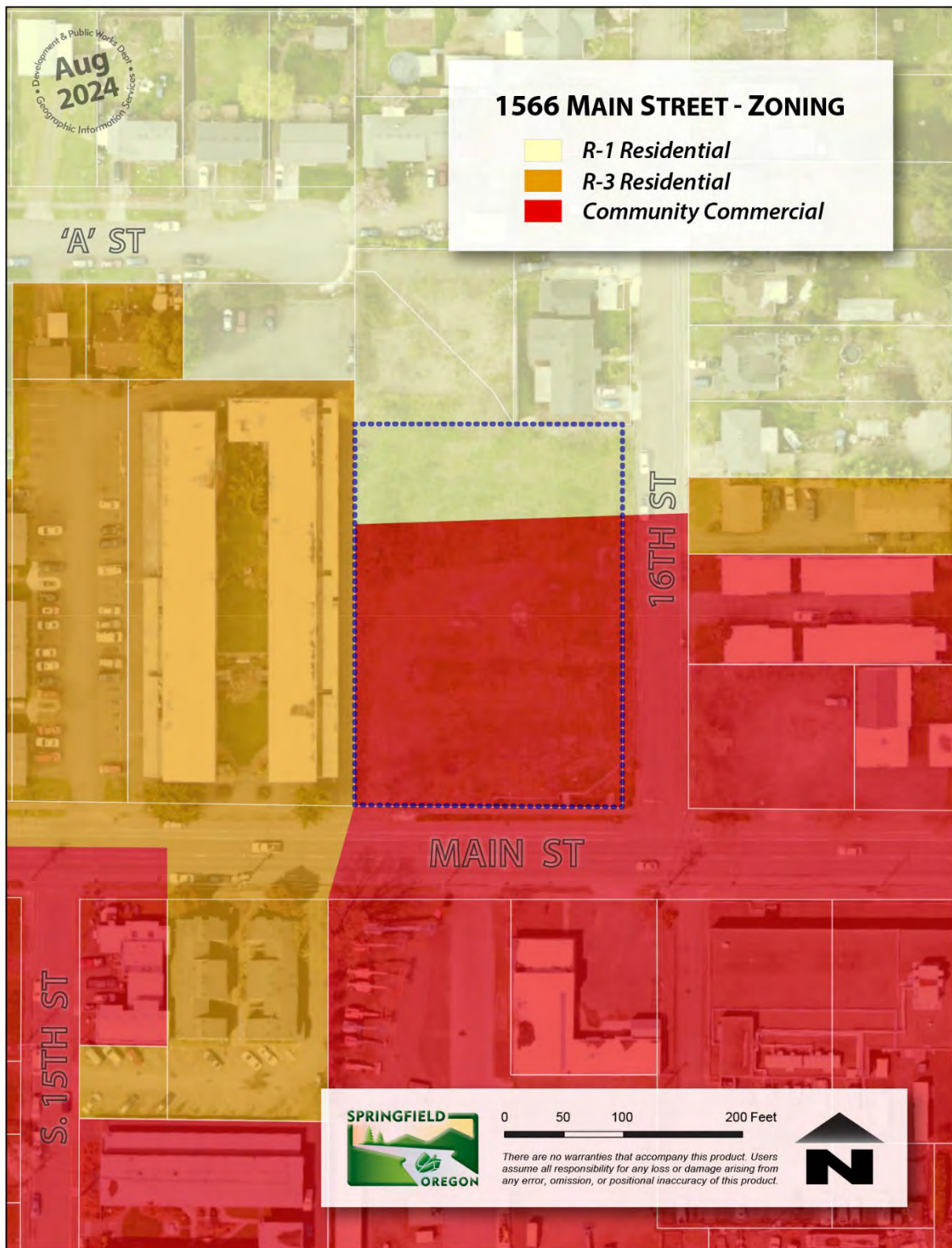
- Site Maps
- Paths to Income-Qualified Housing in Springfield Handout
- Noise Assessment Locations Map

Site Maps

Map 1. Aerial photo of 1566 Main Street with LTD Bus Routes and Stops



Map 2. Zoning Map of 1566 Main Street



Paths to Income-Qualified Housing in Springfield Handout

Paths to Income-Qualified Housing

PROPERTIES IN NON-RESIDENTIAL AREAS

Four ways to provide income-qualified housing in non-residential areas



Path A SDC 4.7.405(C)

Housing type and income

- Each unit on the property is available to own or rent to families with incomes of 80% or less of the AMI*;
- -OR- the average of all units on the property is available to families with incomes of 60% or less of the AMI;
- -OR- a manufactured dwelling park that serves only households with incomes of 120% or less of the AMI

Required affordability period
30 years

What else? Must be either:

Owned or used by:

- A public body, as defined in ORS 174.109*
- A nonprofit corporation organized as a religious corporation
- A nonprofit corporation organized as a public benefit corporation whose primary purpose is the development of income-qualified housing
- A housing authority, as defined in ORS 456.005
- A manufactured dwelling park nonprofit cooperative, as defined in ORS 62.803
- -OR- located in either of the following land use districts as described in the SDC:²
PLO, NC, CC, MRC, GO, MS, MUC, BXMU, Glenwood CMU, or Glenwood OMU District

Path B SDC 4.7.405(E)

Housing type and income

- Residential structures within commercial districts where each unit is affordable to a household with income no more than 60% of the AMI*
- Mixed-use structures in commercial districts with ground floor commercial units and residential units that are affordable to moderate-income households, as defined in ORS 456.270

Required affordability period
30 years

What else? Must be both:

Must be owned or used by:

No restriction

Located:

- In a land use district that only allows commercial uses and not industrial uses. Eligible land use districts are: NC, CC, MRC, GO, MUC, Glenwood CMU or Glenwood OMU Districts
- -AND- outside (and prohibited per SDC 4.7.405(F)):²
 - The UF-10 District (unannexed property)
 - Areas that cannot be adequately served by water, sewer, storm water drainage or streets at the time that the development is complete
 - The Hillside Overlay District
 - The Floodplain Overlay District
 - Water Quality Limited Watercourse riparian areas specified in SDC 4.3.115(A)
 - Development setbacks for locally significant wetlands and riparian areas as specified in SDC 4.3.117(C)

Path C SDC 4.7.370

Housing type and income

Housing for households with incomes of 60% or less of the AMI*

Required affordability period
60 years

What else? Must be both:

Owned by:

- A nonprofit corporation organized as a religious corporation

-AND- Located:

- Next to ("abut") a R-1, R-2, R-3, MUR, or Glenwood RMU District
- Outside a CI, LMI, HI, SHI, MUE, or Glenwood EMU District

Path D SDC 4.7.405(G)

Housing type and income

Same as Path A (SDC 4.7.405(C))*

Required affordability period
30 years

What else? Must be both:

Currently used as:

A lawfully existing hotel or motel

-AND- Located:

Outside an HI or SHI District and outside the prohibited areas listed in Path B

Key Terms

Income-qualified housing is housing reserved for households within certain income limits. It may be (but is not always) subsidized to lower costs for residents so specific populations can more likely afford it. When income-qualified housing is subsidized, it is often referred to as "affordable housing".

Affordable housing is housing priced so that a household at or below median income pays no more than 30% of its total gross income on housing and utilities.

Housing affordability, in contrast, is applicable to households at a range of incomes without limits. Housing is considered affordable if a household spends less than 30% of its gross income on housing-related costs, including utilities.

² SDC = Springfield Development Code
ORS = Oregon Revised Statute
AMI = Area Median Income

Noise Assessment Locations (NALs) Map

