

APPLICATION FOR REDUCTION OR SUBSIDIZATION OF BUILDING PERMIT FEES AND SEWER CONNECTION FEES FOR AFFORDABLE HOUSING DEVELOPMENTS

Submittal Information

Pursuant to Statutes of Nevada 2019, enacted by the Nevada Legislature by passage of Senate Bill No. 103 (NRS 278.235(1)(a) and (2)) the city is enabled with the ability to reduce or subsidize in whole or in part impact fees, fees for the issuance of building permits collected pursuant to NRS 278.580 and fees imposed for the purpose for which an enterprise fund was created to assist in maintaining or developing a project for affordable housing.

Applications can be submitted electronically to the City of Reno Housing and Neighborhood Development Division (housing@reno.gov). Following staff review, a Reno City Council public hearing will be scheduled within three (3) months of application receipt and a determination made by the Reno City Council on whether or not reducing or subsidizing the fees will adversely impair the ability of the city to pay, when due, all interest and principal on any outstanding bonds or any other obligations, for which revenue from such fees was pledged.

Submit application materials to: housing@reno.gov

Questions: For questions regarding this application, please contact City of Reno staff at housing@reno.gov or by calling 775-334-2578.

Project Eligibility

When the incomes of all the residents of the project for affordable housing are averaged, the housing would be affordable on average for a family with a total gross income that does not exceed 60 percent of the median gross income for Washoe County based upon the estimates of the United States Department of Housing and Urban Development of the most current median gross family income for Washoe County.

Additional Requirements

- (1) An annual report shall be provided by HAND staff to the City Manager. The applicant or property manager verifying compliance with all of the requirements specified in RMC 1.08 shall submit the annual report by July 1st of every year. The annual report shall be e-mailed to housing@reno.gov.
- (2) All applicable building permits (i.e. grading, building, etc.) associated with fee reduction shall be obtained within 24 months of the date of approval of any reductions by city council or the approval shall expire. An applicant may reapply following the expiration of an approval.
- (3) The income restriction(s) must remain in effect for 20 years or the reduced fee(s) will be reinstated and assessed on the property by recordation of a lien.
- (4) A deed restriction or similar property restriction will be recorded against the property.



Applicant Contact Information

Name: Brittany Lawless
Address: 3416 Via Oporto, suite 301
City/State/Zip: Newport Beach, CA 92663
Phone Number: 714-227-1704
E-mail Address: brittany@communitydevpartners.com

Owner Contact Information

Name: Marvel Way Apartments II, LP
Address: 3416 Via Oporto, Suite 301
City/State/Zip: Newport Beach, CA 92663
Phone Number: 714-227-1704
E-mail Address: brittany@communitydevpartners.com

Project Information

Project name: Marvel Way Apartments 2
Project address: Not yet finalized but will be 1585 Marvel Way, Reno, Nv. 89502
Project APN: 025-401-21
Total number of units in project: 46
Total number of affordable units in project: 45

Development Timeline

Has development closed on financing? ☐ Yes ☒ No

If no, when is financing scheduled to close?

July 2023

Has project applied for building permits?

☒ Yes (date applied: 1/14/23 and permit number BLD23-06918E)

☐ No (when anticipated to submit for building permits: _____)

Anticipated construction start date: July 17, 2023

Anticipated construction completion: January 24, 2025

Application Submittal Requirements and Criteria

- (1) Provide a detailed written narrative of the project and include information on project summary, project location, building height and number of stories, phasing plans, project demographic, development schedule, affordability breakdown, etc.
- (2) Provide signed and notarized owner and applicant affidavits.
- (3) In order to allow the reduction or subsidization, the City has adopted criteria that a project must satisfy to receive assistance in maintaining or developing the project for affordable housing. Provide all documentation supporting the applicable request and check one of the three criteria listed below (A through C) that the project will meet.

☐ A. Project provides housing for families with an average total gross income not exceeding 60 percent of the area median income (AMI) for Washoe County, and is eligible to receive a 75 percent reduction in the associated fee(s) for those units at or below 60 percent of the AMI.

☐ A1. This project is also eligible to receive an additional 10 percent reduction because the project is located within ¼ mile of a bus rapid transit route; or

☐ A2. This project is within a Mixed Use area or within one mile of an Employment Area, as identified within the Structure Plan of the City of Reno Master Plan.

☒ B. Project provides housing for families with an average total gross income not exceeding 50 percent of the AMI for Washoe County, and is eligible to receive a 100 percent reduction in the associated fee(s) for those units at or below 60 percent of the AMI.



- ☐ C. Project provides housing for families with an average total gross income not exceeding 30 percent of the AMI for Washoe County or 100 percent of the units being affordable for 50 percent of the AMI for Washoe County, and is eligible to receive a 100 percent reduction in the associated fees.

- (4) How many units will be affordable based on the criteria listed above?

45 units

- (5) What is the total dollar amount of fees that you are requesting a reduction?

Building permit fees: To be determined. We have not received the fee total.

*Sewer connection fees: To be determined. We have not received the fee total.

***Please note, approval of fee reduction does not guarantee sewer connection or capacity is readily available.**



Marvel Way Apartments II

A 46-UNIT SOBER LIVING, LOW INCOME, NEW CONSTRUCTION PROJECT



Phasing

Marvel Way Apartments II is located in Reno, NV. This is Phase II of the Marvel Way Complex and will deliver 46 affordable, sober-living, units. It is following directly after the completion of Marvel Way Apartments Phase I, which brought 42 affordable, sober-living units to the community. Phase I started construction in May 2021 and was completed in November 2022.

Site

The site is located off Marvel Way and McCarran Blvd. in Reno, NV. Phase II will be located directly North of Phase I, off of McCarran Blvd. and is 1.90 acres. The address for this project will be 1585 Marvel Way, Reno, NV, 89502.

Project Affordability

This project will contain 2 studios, 35 one-bedroom units, and 9 two-bedroom units. The AMI target for this project is 30% and 50% AMI. 23 of the units are set at 30% AMI, 22 of the units are set at 50% AMI, and 1 unit will be a manager's unit.

<u>Unit Mix</u>	<u>Rent Level</u> <u>% AMI *</u>	<u>Units</u>
Studio		
	<30% AMI	1
	<30% AMI PBV	0
	<40% AMI	0
	<45% AMI	0
	<50% AMI	1
1 Bedroom		
	<30% AMI	18
	<30% AMI PBV	0
	<40% AMI	0
	<45% AMI	0
	<50% AMI	17
2 Bedroom		
	<30% AMI	4
	<40% AMI	0
	<45% AMI	0
	<50% AMI	4
Manager's Unit		1
Total		46

Building Design and Amenities

The Project design is a single, 3-story building with 46 units. All residents at Phase 2 will have access to the amenities located on both the Phase I and Phase II sites. This includes a multi-purpose room, warming kitchen, exercise room, computer lab, library, laundry room, community garden and potting shed, BBQ/seating area, a dog park, and open space.

Project Demographic

This is a sober-living, permanent supportive housing project. The design of the development aims to provide a sense of place for the residents and will seek to cultivate their mental and physical health, sobriety, and wellbeing. Through careful design and a thoughtful resident services program, the project will seek to promote self-care in a safe environment.

Development Schedule

Milestone	Date	Note
Grading and Building Permit Approval	June 2023	
Construction Closing	07/12/2023	
Construction Start	07/17/2023	
Construction Completion	01/24/2025	Approx. 18 Months

OWNER AFFIDAVIT

I am the owner/authorized agent of the property involved in this petition and that I authorize

Brittany Lawless (name) to request an affordable housing reduction and subsidization of fees on my property. This authorization is inclusive of Assessor Parcel Numbers _____

025-401-21
Executed on 6/1/23 in Newport Beach CA
(date) (City) (State)

Brittany Lawless
Signature

Brittany Lawless, Senior Development Manager
Printed Name Community Development Partners

STATE OF NEVADA)
) ss
COUNTY OF WASHOE)

On this _____ day of _____, 20____, _____ (name)
personally appeared before me, a Notary Public in and for said County and State, known to me to be the
owner/authorized agent of the above property who acknowledged to me that they are authorized to and did execute
the above instrument on behalf of said application.

Notary Public

See attached
certificate

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.


State of California
County of Orange

On June 1, 2023 before me, Paige Elizabeth Parker, Notary Public
(insert name and title of the officer)

personally appeared Brittany Lawless
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



APPLICANT AFFIDAVIT

I am the applicant and/or consultant/firm involved in this petition and the foregoing statements and answers herein contained and the information herewith submitted for an affordable housing reduction and subsidization of fees request.

Executed on 6/1/23, in Newport Beach CA
(date) (City) (State)

Company: Community Development Partners

Name: Brittany Lawless

Title: Senior Development Manager

Signed: Brittany Lawless

STATE OF NEVADA)
) ss
COUNTY OF WASHOE)

On this _____ day of _____, 20____, _____
(name) personally appeared before me, a Notary Public in and for said County and State, known to me to be the applicant and/or consultant/firm involved in this petition who acknowledged to me that they are authorized to and did execute the above instrument on behalf of said application.

Notary Public

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who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)

