

NOFA APPLICATION

**CITY OF MOUNTAIN VIEW
FEBRUARY 5, 2014 NOFA APPLICATION**

PROJECT APPLICANT

1. Project Applicant:

Applicant Name (Organization/ Agency):

Principal (with Power of Attorney):

Primary Contact Person:

Address:

Phone No.:

Fax No.:

E-Mail:

Federal Tax ID No.:

What is the role of the Applicant in the project? *(check all that apply)*

- Ownership Entity
- Managing Partner or Managing Member
- Sponsoring Organization
- Developer
- Other (describe):

2. Legal Status of Applicant:

- General Partnership Limited Partnership Corporation
- Joint Venture¹ Nonprofit Organization
- Other (specify):

3. Status of Organization:

- Currently Exists
- To be formed, estimated date:

¹ If the Applicant is a Joint Venture, a Joint Venture Agreement is required, clearly describing the roles and responsibilities of each partner, who is the lead partner or if the responsibilities are approximately equally split between the partners.

4. **Name(s) of individual(s) who will be General Partner(s) or Principal Owner(s):**

PROJECT DESCRIPTION

5. **Project Name:**

Project Address:

Assessor's Parcel No.:

Census Tract:

6. **Project Type (check all that apply):**

- | | | |
|---------------------------------|--|--|
| <input type="checkbox"/> Rental | <input type="checkbox"/> Ownership | |
| <input type="checkbox"/> Family | <input type="checkbox"/> Special Needs | <input type="checkbox"/> SRO/Studio Apartments |
| <input type="checkbox"/> Senior | <input type="checkbox"/> Other (describe): | |

7. **Project Activity (check all that apply):**

- Acquisition
- Rehabilitation
- Redevelopment
- New Construction
- Expiring Tax Credit Property
- Mixed Income
- Mixed Use
- Other (please specify):

8. **Project Description:**

No. Units:	Commercial/Office Uses (specify):
No. Res. Bldgs.:	Commercial Floor Area:
No. Stories:	Office Floor Area:
Land Area:	Elevators:
Residential Floor Area:	Other Uses (specify):
Community Room(s) Floor Areas:	

9. **Parking:**

Total Parking Spaces:

Parking Type:

Residential Spaces and Ratio:

Guest Spaces:

Commercial Spaces and Ratio:

Office Spaces and Ratio:

10. **Number of Housing Units by Income Category:**

Category	Number of Units	Percentage of Units
0% to 30% AMI (Extremely Low-Income)		
31% to 50% AMI (Very Low-Income)		
51% to 80% AMI (Low-Income)		
Unrestricted		

11. **Unit Amenities (air conditioning, laundry in unit, balconies, etc.):**

12. **Number of Unit Types:**

Studio _____

1 Bedroom _____

2 Bedroom _____

3 Bedroom _____

PROJECT NARRATIVE

13. **Project Description:**

Provide a brief narrative summary of the proposed project. Please include location, project type (new versus rehab), target population and any unique project characteristics.

14. **Project Design:**

Provide a description of the project's architectural and site plan concepts and how these concepts address the opportunities and limitations of the site and location.

15. **Green Building Features:**

Describe the green building features that will be incorporated into the project.

16. **On-Site Amenities:**

Describe any on-site amenities, including any project characteristics that address the special needs of the population you intend to serve.

17. **Neighborhood/Off-Site Amenities:**

Describe the property location, neighborhood, transportation options, local services and amenities within 1/4-mile and 1/2-mile of the site.

18. **Potential Development Obstacles:**

Are there any known issues or circumstances that may delay or create challenges for the project? If yes, list issues below, including an outline of steps that will be taken and the time frame needed to resolve these issues.

SITE INFORMATION

19. **Site Control:**

a. Site control at the time of application is required. What is the level of site control currently held by the applicant?

b. Will site acquisition be a purchase or long-term lease?

c. What is the purchase price of the land? (For proposed leaseholds, indicate the amount of the annual lease payment and the basis for determining that amount).
The purchase price of land acquisition is \$5,350,000; Public Storage will be donating additional land to Alta Housing at the time of entitlements

d. What is the appraised value of the site? Briefly describe the type of valuation cited.

e. Who is the current property owner and what is their address and contact information?

(owner prior to entitlements) Public Storage, Bryan Miranda,
bmiranda@publicstorage.com

20. **Site Information:**

a. Total square footage of site:

b. Existing uses on the site, number of existing units, existing unit size and the approximate square footage of all structures:

c. Planned use of on-site existing structures:

Demolish Rehabilitate

Other (describe):

- d. Provide the following information for each on-site building to be retained as part of this project:

Square Footage:

Date Built:

No. of Stories:

- e. Provide a brief description of the condition of any buildings to be rehabilitated.

- f. Describe unique site features (Heritage trees, parcel shape, etc.).

- g. Identify problem site conditions (high noise levels, ingress/ egress issues, etc.).

- h. Is the site in a floodplain? Yes No Map used:

If yes, type of floodplain (number of years):

- i. Describe adjoining land uses:

West:

East:

North:

South:

22. Households and Businesses on Site

- a. If residential exists on the proposed site, how many households currently reside on the property?

- b. How many of the residential units are vacant?

- c. Have the tenants signed a lease or a month-to-month rental agreement?

- d. If businesses are located on the site, provide the name, type of business and the associated square footage for each business.

23. **Community Priorities:**

- a. Explain how this project meets the objectives of the housing goals and priorities identified in this NOFA and the goals and objectives of the City's Housing Element and General Plan.

The project provides new housing units that are affordable and transit focused, meeting the goals of the housing element as well as the transportation strategies of the 2030 Comprehensive Plan. The proposed project will add around 108 new units of affordable housing to the City's housing stock and serve low- and extremely low-income households. These units will provide long-term affordability as they will remain affordable for at least 55 years.

PROJECT FUNDING

24. **Project Budget:**

- a. City Funds Requested: \$ _____ Funds Per Assisted Unit: \$ _____
- b. Total Project Cost: \$ _____ Cost Per Assisted Unit: \$ _____

*costs without GC capital contribution or soft loan interest

c. Other Sources of Permanent Financing (not including private bank loans):

Type of Funding	Amount
<input type="checkbox"/> 9% Low-Income Housing Tax Credits	
<input type="checkbox"/> 4% Low-Income Housing Tax Credits	
<input type="checkbox"/> CalHFA/Conventional Lender	
<input type="checkbox"/> Tax-Exempt Multi-Family Bonds	
<input type="checkbox"/> Multi-Family Housing Program (MHP)	
<input type="checkbox"/> Affordable Housing Program (AHP)	
<input type="checkbox"/> County of Santa Clara, Office of Affordable Housing	
<input type="checkbox"/> Housing Trust Silicon Valley	
<input type="checkbox"/> Stanford Housing Funds (administered by County of Santa Clara)	
<input type="checkbox"/> Other: Infill Infrastructure Grant	

d. How will the requested City funding be used?

e. Amount of developer fee and percentage of project cost:

f. Assess the chances of the project securing required funding and steps that will be taken to make the project competitive. What is the self-scored nine percent (9%) tax credit tie breaker score for the project (if applicable)?

Project has just completed a redesign to maximize cost competitiveness in funding, especially CDLAC bond funding. Since this project has a land donation, is cost effective and is a large family project in a high opportunity area, it should be able to secure funding. This project is too large to be a 9% project.

DEVELOPER EXPERIENCE

Developers must have successfully completed a minimum of three affordable housing projects of similar size and complexity as the proposed project to qualify for this NOFA.

25. Provide a summary of affordable housing experience:

Years Experience:

Number of Projects:

Number of Projects in Santa Clara County:

Average Size of Projects:

Number of Units Placed in Service:

26. Describe awards given to projects completed in the last 10 years.

27. Describe three projects completed in the last ten years that are similar to the proposed project and provide photographs of each project:

a. Project 1

Name of Project:

Location:

Number of Units:

Type of Development (senior, family, etc.):

Name of Project Manager:

Number of Stories:

Unit Types (studio, 1-bedroom, etc.):

Type of Construction:

Project Amenities:

Entitlement Date:

Occupancy Date:

Funding Sources:

Clara, Stanford Affordable Housing Fund

b. Project 2

Name of Project:

Location:

Number of Units:

Type of Development (senior, family, etc.):

Name of Project Manager:

Number of Stories:

Unit Types (studio, 1-bedroom, etc.):

Type of Construction:

Project Amenities:

Entitlement Date:

Occupancy Date:

Funding Sources:

VHHP (State), US Bancorp, General Partner

c. Project 3

Name of Project:

Location:

Number of Units:

Type of Development (senior, family, etc.):

Name of Project Manager:

Number of Stories:

Unit Types (studio, 1-bedroom, etc.):

Type of Construction:

Project Amenities:

Entitlement Date:

Occupancy Date:

Funding Sources:

carryback/accrued deferred interest/reserves

28. **Personnel:**

List the names of key members of the applicant's development team, their titles, responsibilities and their years of experience in affordable housing:

Project Staff	Name	Role in Proposed Project	Years of Hsg Dev Experience	Years with this Developer
Project Manager				
Director of Real Estate Development				
Executive Director				
Chief Financial Officer				
Other				
Other				
Other				

29. **Other Team Members:**

Indicate which of the following development team members have been selected and identify them:

Developer, if Different from Applicant

Architect(s)/Engineer(s)

Attorney(s) and/or Tax Professionals

Property Management Agent

Financial and Other Consultant(s)

General Contractor

Investor

30. **List all other participants and affiliates (people, businesses and organizations) proposing to participate in the project:**

Name

Address

31. **Property Management:**

Describe how the property will be managed, including the number of staff, locations and management office hours.

The project will have a dedicated Alta Housing, on-site property manager who will live at the property. In addition, there will be 2 full time desk clerks, a full time security guard and a full time maintenance employee. A management office will be located on site and staffed during normal business hours and extended hours with late night coverage. Emergency property management will be available 24/7.

32. **If the project will be managed by an agency other than the project applicant, describe the project applicant's role in the ongoing management of the project and resolution of management issues.**

33. List the names of key property management staff, their titles, responsibilities and their years of experience in affordable housing:

Name	Title (e.g., project manager, intake staff)	Job Responsibilities	Years Experience in Affordable Housing

34. Explain your marketing strategy and the tenant selection process (including how local preferences will be handled) and the establishment and management of waiting lists.

We promote fair housing and comply with fair housing law and regulations through affirmative outreach and marketing efforts which are intended to reach extremely low, very low and low income households. AH will perform outreach directly through social service organizations that serve diverse populations in the City of Mountain View and Santa Clara County, community organizations, libraries, senior and cultural centers. AH will also do outreach through posting flyers at all properties it currently manages. AH will advertise in local and foreign language newspapers, including the Mountain View Voice, Daily Post, El Observador, India Currents, Pennysaver, and Korea Central Daily. AH bilingual staff will handle calls from prospective residents who speak Chinese, Hindi, Tagalog and Spanish. Potential tenants often call our offices and properties inquiring about projects in development prior to marketing and lease-up efforts. These callers' names and contact information will be placed on a project interest list. Letters will be sent to all parties on the interest list notifying them at the same time as which the application period is advertised in the local newspapers or through local outreach efforts. A lottery, which will include every completed application received, will determine an applicant's place on the waiting list. Immediately following the lottery, applicants will be contacted to be interviewed, determine eligibility and complete the lease-up process. Applicants that either live or work in Mountain View will receive preference on the wait list.

Applicant Certification

I certify that the information submitted in this application and all supporting materials is true, accurate and complete to the best of my knowledge. I acknowledge that if facts and/or information herein are found to be misrepresented, it shall constitute grounds for disqualification of my proposal.

I further certify that all of the following statements are true, except if I have indicated otherwise on this certification:

- a. I have not sold any of the projects listed on the "10-Year Projects" list;
- b. No mortgage on a project listed by me has ever been in default, assigned to the government or foreclosed, nor has mortgage relief by the mortgagee been given;
- c. I have not experienced defaults or noncompliance under any contract or regulatory agreement nor issued IRS Form 8823 on any Low-Income Housing Tax Credit (LIHTC) project on the "10-Year Projects" list;
- d. To the best of my knowledge, there are no unresolved findings raised as a result of Agencies' audits, management reviews or other investigations concerning me or my projects for the past ten years;
- e. I have not been suspended, debarred or otherwise restricted by any state agency from participating in the LIHTC program or other affordable housing programs; and
- f. I have not failed to use state funds or LIHTC allocated to me in any state.

Statements above (if any) to which I cannot certify have been deleted by striking through the words with a pen. I have initialed each deletion (if any) and have attached a true and accurate signed statement (if applicable) to explain the facts and circumstances which I think helps to qualify me as a responsible principal for participation in this NOFA.

Terra Bella II LLC

Applicant Name(s)



Signature/Date

Randy Tsuda, President & CEO

Print Name and Title

This application and all supporting material are regarded as public records under the California Public Records Act.

