Shorebreeze II
Fact Sheet & Frequently Asked Questions (FAQ)

PROJECT LOCATION:
460 N. Shoreline Blvd, Mountain View, Ca 94043

LEASING OFFICE:
460 N. Shoreline Blvd, Mountain View, Ca 94043

===================================================================
Please DO NOT enter the construction site. During construction leasing activity will take place at leasing office. Only authorized construction personnel may enter the project site while under construction.

OVERVIEW:
1. Can you please provide an overview of Shorebreeze II?

The new construction redevelopment of Shorebreeze II Apartments is the result of a visionary partnership between MidPen Housing, the City of Mountain View, and other housing leaders. Shorebreeze, which consisted of 120 units for families and seniors, was originally built in 1980 and MidPen Housing acquired the community in 1997. In evaluating the need for more affordable housing solutions in Silicon Valley, MidPen saw an opportunity to provide more homes for low-income residents by increasing density within Shorebreeze’s original footprint. A total of 62 new affordable apartment will make up Shorebreeze II, replacing 12 townhomes. Construction began in spring 2019. Qualifying households who are temporarily relocated will receive priority to return when construction completes in summer 2020. Additionally, new residents will be income-qualified with a Mountain View live-work preference, and 20 apartments set aside for households at risk of homelessness. The 20 at risk of homelessness applicants will be referred by the Santa Clara Housing Authority. Shorebreeze will provide additional services for all of its residents, adding a Family Services program to its existing Senior Services program. The community’s amenities include an expanded community room, more services space and offices, secured bicycle storage, and EV ready parking stalls.
Apartment Unit Overview

<table>
<thead>
<tr>
<th>Unit Type</th>
<th>Number of Each Unit Type</th>
<th>Approximate SQ FT. Starting at</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>21</td>
<td>372</td>
</tr>
<tr>
<td>One Bedroom</td>
<td>21</td>
<td>553</td>
</tr>
<tr>
<td>Two Bedroom</td>
<td>8</td>
<td>850</td>
</tr>
<tr>
<td>Three Bedroom</td>
<td>12</td>
<td>1065</td>
</tr>
<tr>
<td>Manager Unit</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>62</td>
<td></td>
</tr>
</tbody>
</table>

*Manager’s unit one-bedroom apartment will be filled by an onsite staff member of the management company. Note that only 31 units of 62 will be filled via this application process and lottery.*

2. When will the apartments be available?

Shorebreeze II is anticipated to be completed in August 2020. Barring any construction delays, residents are expected to begin moving in August 2020.

3. What special amenities are provided?

- Bicycle storage
- On site laundry facilities
- Resident Services with a Dedicated Onsite Office
- Elevators

**Unit Amenities:**
- Ceiling fans in all bedrooms
- Electric cooktop stove and range
- Full size refrigerator
- In-sink garbage disposal

4. Who will manage the property?

Midpen Housing Corporation will manage the property. A full-time property manager will act as the primary management contact for the residents. A Midpen Housing property management staff member will live onsite. Shorebreeze II will share a Community Manager, two Assistant Community Managers and a Maintenance staff with Shorebreeze I.

5. Will Resident Services be provided?

Yes. MidPen Housing Resident Services will provide resident support services for Shorebreeze II. Services will include information and referrals to local community resources, one-on-one support to address individual needs, educational classes/presentations on site and community building programs. There will be a dedicated resident services office onsite.
6. Are there age restrictions?

No. (Applicant must be 18 years and older.)

7. Are there restrictions on the household size that is authorized to live in a unit?

Yes. The following occupancy standards will apply to the apartments.

**Occupancy Standards**

<table>
<thead>
<tr>
<th>UNIT SIZE</th>
<th>MINIMUM HOUSEHOLD SIZE</th>
<th>MAXIMUM HOUSEHOLD SIZE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>1 person</td>
<td>2 persons</td>
</tr>
<tr>
<td>1 bedroom</td>
<td>1 person</td>
<td>3 persons</td>
</tr>
<tr>
<td>2 bedroom</td>
<td>2 persons</td>
<td>5 persons</td>
</tr>
<tr>
<td>3 bedroom</td>
<td>4 persons</td>
<td>7 persons</td>
</tr>
</tbody>
</table>

**Occupancy Standards – Project Based Section 8 Units**

<table>
<thead>
<tr>
<th>UNIT SIZE</th>
<th>MINIMUM HOUSEHOLD SIZE</th>
<th>MAXIMUM HOUSEHOLD SIZE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>1 Persons</td>
<td>2 Persons</td>
</tr>
<tr>
<td>1 bedroom</td>
<td>1 Persons</td>
<td>2 persons</td>
</tr>
<tr>
<td>2 bedroom</td>
<td>2 Persons</td>
<td>4 persons</td>
</tr>
</tbody>
</table>

9. Are there restrictions on household income in order to rent the apartments?

Yes. There are maximum annual income limits by household size. These limits are based on Area Median Income (AMI), effective as of April 1, 2020 for Santa Clara County, as published on the website for the California Tax Credit Allocation Committee (CTCAC), which implements the Low-Income Housing Tax Credit Program (LIHTC) in the State of California. The number of units designated below:

**Income limits per household (HH) Size.**

<table>
<thead>
<tr>
<th>MTSP Santa Clara County Income Limit Table 1 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>HH #</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td>50%</td>
</tr>
<tr>
<td>60%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HUD Section 8 Income Limits 2020 – San Jose – Sunnyvale – Santa Clara</th>
</tr>
</thead>
<tbody>
<tr>
<td>HH</td>
</tr>
<tr>
<td>----</td>
</tr>
<tr>
<td>50%</td>
</tr>
</tbody>
</table>
**HCD HOME Income Limits 2019 – San Jose – Sunnyvale – Santa Clara**

<table>
<thead>
<tr>
<th>HH</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>50%</td>
<td>$51,250</td>
<td>$58,550</td>
<td>$65,850</td>
<td>$73,150</td>
<td>$79,050</td>
<td>$73,150</td>
<td>$79,050</td>
</tr>
<tr>
<td>60%</td>
<td>$61,500</td>
<td>$70,260</td>
<td>$79,020</td>
<td>$87,780</td>
<td>$94,860</td>
<td>$101,880</td>
<td>$108,900</td>
</tr>
</tbody>
</table>

*Income and rent limits are subject to change.

**APPLICATION PROCESS:**

10. **When and where will rental application be available for the lottery waitlist?**

31 of the 62 units will be filled via this application process. The application window will open on June 29, 2020 at 8:30AM and will close July 20, 2020. No applications will be accepted via mail, online or at the property after 5:00 PM on July 13, 2020. Applications postmarked July 20 or before but received at the property after 5:00 PM July 20, 2020 will not be accepted.

Only one application per household will be accepted. Duplicate applications will be removed.

Applications will not be accepted via Fax.

Due to COVID-19 we are strongly encouraging all applicants to apply for Shorebreeze II online at [www.Midpen-housing.org/Shorebreeze](http://www.Midpen-housing.org/Shorebreeze).

Applications will also be available by request at the Shorebreeze II Leasing office located at 460 N. Shoreline Blvd., Mountain View, Ca 94043. Applications will also be available for download at [www.Midpen-housing.org/Shorebreeze](http://www.Midpen-housing.org/Shorebreeze).

At Risk of Homelessness units will be referred from the Santa Clara Housing Authority from their existing section 8 waiting list.

The 2 available HUD section 8 units will be selected from the 3 bedroom waiting list. Note that all 3 bedroom units at Shorebreeze II are HUD section 8 units. 10 of 12 units are to be filled by existing residents that were relocated during construction.

11. **Does it make a difference if I return my application the first day?**

No. A lottery will be conducted roughly one week after the application period has closed and will determine an applicant’s position number. There is **NO** priority given to those who submit their application on 6/29/20 over an application submitted on 7/20/20.

12. **Is there any application preference for the lottery waitlist or referral list?**

Shorebreeze II Family will have preferences for the following:
Shorebreeze II will give priority to the following households and applicants in the initial lease-up of the units in the project:

1. Eligible households who were relocated from the Shorebreeze residential units that were demolished to build the new project.

Shorebreeze II will give preference on the non-HUD Project-Based Section 8 and HOME units to applicants who:

1. Have been displaced by the existing Shorebreeze project.
2. Currently live or work in the City of Mountain View.

Shorebreeze II will give preference on 20 Housing Authority of Santa Clara County Project Based Vouchers to families at risk of homelessness: a family whose head, spouse or sole member is at-risk of being homeless as defined:

1. At Risk of Homelessness definition: Applicants must meet all criteria
   1. The individual or family is danger of losing housing or missing a rent payment within 21 days;
   2. The individual or family’s annual income is less than 50% of the Area Median Income, adjusted for family size;
   3. The Head of Household has less than $1,000 in a bank account
   4. Must also complete and sign the “At Risk Of Homelessness Certification form

13. How will the preference be applied to the lottery?

The Live/Work preferences described above will be applied according to the following:

The application will contain questions regarding local residency preferences. Note that this application will not place applicants on the referral lists for the Housing Authority Program. All applications received during the initial open application period will be entered into an Excel database, with a preference category corresponding to the Live/Work Preference as a sortable column.

The lottery list is then sorted, first by preference category and second by lottery number, so that all of the applications with a verified Live/Work Preference are filtered to the top.

In order to verify eligibility and entitlement to the local residency preferences, applicants must provide at time of interview documentation that demonstrates that they meet the live or work preference at the time of application. A list of acceptable documents will be provided to applicants prior to their intake interview.
14. Will all applicants receive an interview letter?

No. Once the lottery has been conducted and sorted, applicant interview letters will be distributed. Shorebreeze II will process 4 to 5 applications for each available unit and send out the appropriate number of interview letters to meet this target. Applicant interviews will begin in Late July, 2020.

15. How are Lottery applications processed and apartments assigned?

Applications will be processed in the order of their preference category and lottery number. Interviews will be scheduled and third-party income and asset verifications will be sent out for the unit size and restricted income level that the household qualifies for.

Shorebreeze II will process 4 to 5 applications for each available unit and send out the appropriate number of interview letters to meet this target.

Once all third party verification forms are returned and the file is deemed complete and approved, a unit is assigned. Units are assigned based on the “first approved file,” regardless of lottery number.

Applicants not contacted will be placed on the waiting list upon completion of the lease-up at 100% occupancy. The waiting list will maintain the original preference category and lottery number order.

As units become vacant and turn over, applicants on the waiting list are contacted in order of preference, lottery number, and then household size and household income order to qualify for the specific unit size and income restriction level of the available unit.

16. What will I need to bring to my interview?

You will be asked to bring the following documents to your interview:

- Social Security Card or Resident Alien Card;
- California Driver’s License or Photo ID;
- Documentation for ALL Sources of Income including, but not limited to:
  - Employment (last 3 consecutive months of current paystubs—required – no gaps);
  - Social Security (most recent awarded in 2019 for 2020);
  - Supplemental Social Security (most current awarded and within 120 days of potential move in);
  - Veteran Administration Benefits, Pension / Retirement, including any income from deceased spouse or children (if paystubs are received, the last 3 consecutive months are required—no gaps or current proof of income dated within 120 days of interview);
- Child Support Judgment & proof of income (dated within 120 days of interview);
- Most current Complete Tax Returns, including all W-2 & 1099s, if filed; D Checking account statements – All pages of last 6 months – no gaps; D Savings account statements- All page of most recent or current month;
- Most current Statement received in 2020 for any other kind of assets such as, IRAs, 401(k) or (b) and any other form of Retirement Accounts;
- Life Insurance Policies (this does not include Term Life);

- Documentation for any other asset or source of income;

- For those individuals who are self-employed or earn cash wages, very specific regulations apply to verifying these types of income, as follows:
  - **Self-Employed**
    - Previous Year’s Form 1040 Tax Return and Schedule C
    - OR
    - IRS Form 4506-T and one of the following:
      - Profit and Loss Statement
      - Statements from recurring clients
  - **Cash Wages**
    If an applicant/tenant is claiming that they do not receive paystubs as they are paid in cash, the IRS has determined that those individuals are considered “independent contractors” and as such should file a 1040 tax return. We will require a copy of the 1040 filing for the applicant/tenant and a third party statement from the employer on company letterhead, indicating the name of the applicant/tenant, the position title, and how much the employer pays the applicant/tenant in cash each week.

    Additionally, if a household is claiming they do not file taxes on cash wages, we will require a completed IRS form 4506-T, received back from the IRS, to be in the file, verifying non-filing status in addition to the third party statement from the employer on company letterhead, indicating the name of the applicant/tenant, the position title, and how much the employer pays the applicant/tenant in cash each week.
17. Will there be an application/screening fee and when is it collected?

Yes. A $45 non-refundable Application/Screening fee **PER ADULT HOUSEHOLD MEMBER** including a **LIVE IN CAREGIVER**, if applicable. This fee is collected **ONLY** at time of interview by Money Order or Cashier check made out to Shorebreeze II.

18. Is a lease required?

Yes. A **one-year lease** is required at initial move-in.

19. Is there a required security deposit and how much?

Yes. A security deposit is due at time of move in. A portion of this may be requested in advance of move in as a holding deposit. Security deposits are $300 for a studio, $500 for a one bedroom, $750 for a two Bedroom, and $1000 for a three bedroom.

20. What are the proposed rents for the apartments?

The following gross rents are being proposed for the 29 available non section 8 units. The rent calculations listed are prior to utility allowance deductions and are subject to change. Please see question #9 for more details of income limits (AMI).

<table>
<thead>
<tr>
<th>AMI</th>
<th>Studio</th>
<th>1BR</th>
<th>2 BR</th>
<th>3BR</th>
</tr>
</thead>
<tbody>
<tr>
<td>50%</td>
<td>$1,163</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>(5 Units)</td>
<td>(5 Units)</td>
<td>(4 Units)</td>
<td>(4 Units)</td>
</tr>
<tr>
<td>60%</td>
<td>$1,396</td>
<td>$1,496</td>
<td>$1,795</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>(10 Units)</td>
<td>(10 Units)</td>
<td>(4 Units)</td>
<td>(4 Units)</td>
</tr>
</tbody>
</table>

*Rents listed above are based on 2018 LIHTC maximum rents. Households residing in Santa Clara Housing Authority Project Based Voucher units will have their rent amount calculated by SCHA, typically 30% of household’s gross monthly income. 2 available 3BR HUD Section 8 units will have their rent amount calculated by Shorebreeze II Property Management, typically 30% of household’s gross monthly income. Note that all rents are subject to change.*
21. Is a lease required?

Yes. A one-year lease is required at initial move-in.

22. Can Students Apply

Yes. However, very specific guidelines do exist as it relates to full-time students, as identified below:

**Full-time Students (including K-12 and adult dependents)** -
In order for a household consisting entirely of full-time students to be considered eligible, they must meet one of the following criteria:

- Any member of the household is married and either files or is entitled to file a joint tax return.
- The household consists of at least one single parent and his or her minor children, and the parent is not a dependent of a third party. Any children may be claimed as a dependent of either parent, regardless of tenancy in unit.
- At least one member of the household receives assistance under Title IV of the Social Security Act. (AFDC, TANF, CalWORKs, etc. – Not SSA or SSI).
- At least one member is enrolled in a job training program receiving assistance under the Work Investment Act (WIA), formerly known as the Job Training Partnership Act, or similar federal, state or local laws.

At least one member of the household is under age 24 and has exited the Foster Care system within the previous 6 years.

23. Is smoking Allowed at The Property

No. Shorebreeze II has been designated as a non-smoking property. No smoking will be allowed anywhere in the resident apartments, common areas, or anywhere on the exterior of the property.

24. Are there model units that can be viewed

No. Units are not available to be shown, however floor plans may be made available.

25. Will pets be allowed?

Yes. Pets will be allowed in accordance with Shorebreeze II and MidPen Property Management’s Pet Policy. Below are the basic guidelines included in this policy; however, this is not the policy in its entirety. A pet deposit of $300 is required. The deposit and pet policies do not apply to service animals, which are governed by a
separate agreement. Only one pet is permitted per household.

Dogs (Domesticated)
- Must be inoculated, spayed/neutered and registered with management.
- Must not exceed 30lbs.
- Limited to one per household
- No Pit Bulls, Rottweilers or Doberman Pinschers

Cats (Domesticated)
- Must be inoculated, spayed/neutered and registered with management.
- Must not exceed 30lbs.
- Limited to one per household.

Fish
- Fish tank no more than 20 Gallons

Birds
- Caged Birds.
- Prohibited breeds include Macaws, Cockatoos, Parrots and Conures

26. Who should I contact if I have any questions?

For any questions regarding the application process please contact the Leasing office at (650) 889-1327 or shorebreeze@midpen-housing.org.