CITY OF MOUNTAIN VIEW • HOUSING DEPARTMENT

TENANT RELOCATION ASSISTANCE COMPLIANCE PLAN

Please fill out this form and submit with your application for development projects that will remove housing units from the rental market to the Planning Division. This completed form is an item to determine application completeness. For more information call (650) 903-6125 or email andrea.kennedy@mountainview.gov

SECTION 1: GENERAL INFORMATION

Applicant Information	
Applicant Name:	**E-mail:**
	Phone No.:
Mailing Address *(Street, City, State, Zip Code)***:**	
Contact Name:	**E-mail:**
	Phone No.:

Project Information	
Project Name:	**Planning App. No.** *(if known)***:**
APN(s):	**Project Address(es):**
Project Type	**Project type:** ☐ for-sale housing ☐ rental housing ☐ both for-sale and rental housing ☐ non-residential (specify proposed use):_____

SECTION 2: INFORMATION FOR EXISTING UNITS

Project Details for Existing Units	
1. Will any rental units be demolished? ☐ Yes ☐ No	***1a. If yes, indicate:*** **Total Number of Demolished Units being demolished:**

2. List all APNs and the number of rental units on each parcel proposed to be demolished:

APN	Number of Units on Parcel	Rental Units?	
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No
		☐ Yes	☐ No

Please attach the following items:

These items must be completed before the application can be deemed complete.

☐ **Unit Inventory**. This inventory must include the per-unit information listed in the attachment at the following link (click here).

☐ **Funding for Relocation Assistance Consultant.** Developer must complete a contractual agreement with the City to provide relocation assistance and fully fund the consultant's services. *Contact City staff to begin this process prior to submitting your complete application.*

☐ **Notice of Intent**. In collaboration with the relocation consultant, the rental property owner must provide verification to the City that notices were sent to each affected rental unit.

☐ **Proof of Escrow Account.** Funds must be submitted into an escrow account for the estimated relocation assistance payments.

☐ **Proof of County Recording.** A summary memorandum of the applicant's obligation to provide tenant relocation requirements must be recorded with the County Recorder *(includes CSFRA units that will be removed from rental market).*

☐ **SB 330 Replacement Requirements.** Complete Section 4: SB 330 Replacement Requirements of this compliance plan.

SECTION 3: TENANT RELOCATION ASSISTANCE REQUIREMENTS

Indicate the type of relocation benefits that will be offered:	
☐ 1. Benefits under TRAO and/or SB 330	☐ 2. Alternate Mitigation per TRAO Section 36.38.45.

1. Benefits under TRAO and/or SB 330
Please attach a narrative demonstrating how the relocation benefits provided will meet or exceed the minimum standard relocation benefit requirements of the program. See Tenant Relocation Assistance Program Administrative Procedures for required relocation benefits. *All projects will be evaluated for compliance with the local Tenant Relocation Assistance Ordinance (TRAO), and/or the Housing Crisis Act of 2019 (SB 330).*

2. Alternate Mitigation
Please attach a narrative if alternate mitigation is proposed and demonstrate how the proposed mitigation will complete the objective as stated in TRAO Section 36.38.45.

SECTION 4: SB 330 REPLACEMENT REQUIREMENTS

Complete the section below to determine if the project contains SB 330 defined Protected Units and its replacement requirements. All Protected Units demolished must be replaced with units of comparable size and affordable cost.

Replacement Requirements
In compliance with SB 330 the applicant shall replace Protected Units with units at a comparable size at an affordable rent or an affordable housing cost in the new development. Each unit must be deed-restricted at an affordable cost for, and occupied by a household in the same or lower income category (i.e., low-income, very low-income, extremely low-income) as the tenant household in occupancy at the time the Notice of Intent to develop the site was issued. If the tenant household in occupancy at the time of the Notice of Intent was unknown, or the unit was vacant, the unit must be deed-restricted as determined by CHAS (Comprehensive Housing Affordability Strategy) data. Protected Units include residential rental units that have been either: • Occupied by a lower or very low-income households (80% AMI or less) within the past 5 years; • Subject to rent or price control (CSFRA) within the past 5 years; • Withdrawn from rent or lease in accordance with Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 (, an Ellis Act eviction), within the past 10 years; or • Units subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to lower or very low-income households within the past 5 years. Select the type(s) of Protected Units that exist on the property to be redeveloped:
☐ Occupied by low or very-low-income Households (>80% AMI) ☐ Rent Stabilized (CSFRA) ☐ Ellis Act Withdrawal ☐ Deed Restricted Affordable ☐ Not Applicable