

March 16, 2023

Rucha Dande
Senior Planner
City of San Carlos – Planning Division
600 Elm Street
San Carlos, CA 94070

Via Box

RE: 11 El Camino Real - Below Market Rate (BMR) Housing Plan

Dear Rucha,

SummerHill Apartment Communities proposes to develop a vibrant 242-unit apartment community at 11 El Camino Real. As part of our entitlement application, SummerHill Apartment Communities is submitting a Below Market Rate (BMR) Housing Plan for your review and to comply with the City's Affordable Housing Program. The following items will be provided within this plan:

1. Below Market Rate Housing Form
2. Site Plan
3. Unit Matrix – location, tenure, number of bedrooms, sizes, income levels
4. BMR Summary Matrix
5. Floor Plans
6. State Density Bonus Incentive and Waiver Letter from Allen Matkins dated January 5, 2023

The BMR units will be distributed throughout the apartment building and will have the same amenities and finishes as the market rate units, including having access to all common open space and facilities.

PROPOSED INCOME LEVELS

The proposed project will include 36 units (15% of total project units) dedicated as for rent inclusionary units at 5% Very Low Income (50% AMI) and 10% Low Income (80% AMI), consistent with the City's Affordable Housing Programs Ordinance. The BMR Summary Matrix attached provides an overview of location, unit description, income level, and tenure.

PHASING

The apartment building will be a single building, both market rate and BMR units will be built concurrently. Please see attached floor plans to review locations of all BMR units that will be distributed throughout the building.

Please let me know if you have any questions or require additional information. I can be reached at (650) 842-2411 or at rnorris@shapartments.com should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rich J. Norris", with a long horizontal flourish extending to the right.

Richard Norris
Development Manager
SummerHill Apartment Communities

Cc: Adam Aronson, Economic Development & Housing Manager, City of San Carlos
Elaine Breeze, Senior Vice President of Development, SummerHill Apartment Communities
Michelle Markiewicz, Associate Development Manager, SummerHill Apartment Communities

BMR HOUSING FORM



City of San Carlos

Planning Division

600 Elm St, San Carlos CA 94070

Phone: 650-802-4263

Email: planningdivision@cityofsancarlos.org

BELOW MARKET RATE HOUSING FORM

PLN20²³-00⁰⁴

Applicant Name: Richard Norris - SummerHill Apartment Communities

Phone: (650) 842-2411

Property Address: 11 El Camino Real

Email: RNorris@shapartments.com

San Carlos Municipal Code [Section 18.16](#), Affordable Housing Programs, describes the affordable housing requirements of residential development projects and [Section 18.17](#), Affordable Housing Incentives, describes incentives provided to developers who exceed the baseline requirements. The Below Market Rate Housing Form requires information about how you intend to meet the requirements of Section 18.16. The Planning and Housing Divisions will review the completed Form and respond in the completeness check letter with 1) a request for more information, 2) an estimated fee, or 3) further guidelines for the development of your proposed second unit or required below market rate housing units.

[Section 18.16](#) provides various methods by which residential development projects may meet their affordable housing obligations. Please select from the list below and complete the requisite section prior to signing and dating the form:

- ☐ Single family home addition of 1,000 square feet or more, complete Section A.
- ☐ New single family home, complete Section A.
- ☐ New single family home with a second unit, complete Section B.
- ☐ Multi-family ownership development of fewer than 5 units, complete Section C.
- ☐ Multi-family rental development of fewer than 7 units, complete Section C.
- ☐ Multi-family ownership development of 5 or more units, complete Section D.
- ☒ Multi-family rental development of 7 or more units, complete Section D.

If your proposed project is not listed above, please speak with a Planner regarding your options for meeting requirements under Section 18.16. You may speak with a Planner by emailing planningdivision@cityofsancarlos.org, calling (802) 402-4263, or visiting the Planning Division during Counter Hours (Monday, Tuesday, and Thursday 9 a.m. to 12 p.m).

A. Provide the estimated square footage of your project and then continue to the end of the form: N/A

B. San Carlos Municipal Code Section [18.16.030](#) exempts new single family homes from the affordable housing in-lieu fee when a second unit is constructed in compliance with Municipal Code Section [18.23.210](#). Describe how your proposed second unit complies with Section 18.23.210 and then continue to the end of the form: _____

N/A

- C. Fees are calculated based on the number of units in the project and the average size of the units. The following information is required in order to provide you with a fee estimate:

Tenure of the proposed units: ☐ For sale ☒ For rent ☐ Don't know at this time

Total number of units proposed: 242 Average unit size in square feet: 839

- D. If you are required to or are opting to build below market rate units, provide the following information before proceeding to the end of the form:

Total number of units proposed: 242

Number of below market rate units required (15% of total units for rental developments, 20% for ownership developments): 36.3 Include decimal fractions.

Proposed structure for the below market rate units: ☒ Attached ☐ Semi-attached ☐ Detached

Average market rate unit size (SF): 844 Average below market rate unit size (SF): 828

Average market rate number of bedrooms: 1.36 Average below market rate number of bedrooms: 1.31

Attach a floor or site plan illustrating where the below market rate units will be located

Is the proposed project phased? ☐ Yes ☒ No If yes, attach a phasing plan that provides for the timely development of the number of below market rate units proportionate to each proposed phase of development.

Proposed tenure of the below market rate units: ☐ For sale ☒ For rent ☐ Don't know at this time

If you are building on-site below market rate units in compliance with [Section 18.16](#), you may request an incentive, as described in [Section 18.17.030](#).

Are you requesting an incentive? ☒ Yes ☐ No If yes, attach a description of the incentives requested.

As described in [Section 18.16.070](#), rental developments of 7 units or more and ownership developments of 5 propose an alternative means of meeting the affordable housing requirements.

Are you proposing an alternative? ☐ Yes ☒ No. If yes, attach a description of your proposed alternative, including sufficient information to support the findings required by [Section 18.16.070\(B\)](#).

Attach any other relevant documents describing the project that may be necessary to evaluate the below market rate housing plan under the standards of the San Carlos Municipal Code [Section 18.16](#).

By signing below, I hereby affirm that I agree to conform to the provisions of the San Carlos Municipal Code [Section 18.16](#), including by not limited to the provisions of Sections [18.16.080](#) through [18.16.100](#).



Signature

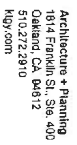
RICHARD NORRIS

Printed Name

March 15, 2023

Date

SITE PLAN



SEMINAR

COMMUNITIES OF DISTINCTION

SummerHill Apartment Communities
777 S. California Ave
Palo Alto, CA 94304

11 El Camino Real
SAN CARLOS #2021-0218

**PLANNING APPLICATION
SECOND SUBMITTAL**



SITE PLAN

A1.0



UNIT MATRIX

BMR SUMMARY MATRIX				
LEVEL	UNIT TYPE	NRSF	AFFORDABILITY	TENURE
1	P1-1	780	Low (80% AMI)	Perpetuity
1	P1-4	769	Very Low (50% AMI)	Perpetuity
2	P0-1	581	Very Low (50% AMI)	Perpetuity
2	P1-2A	740	Very Low (50% AMI)	Perpetuity
2	P1-2 Alt	745	Very Low (50% AMI)	Perpetuity
2	P1-3	714	Very Low (50% AMI)	Perpetuity
2	P1-3	714	Very Low (50% AMI)	Perpetuity
2	P1-5	822	Low (80% AMI)	Perpetuity
2	P2-0	1062	Very Low (50% AMI)	Perpetuity
2	P2-0	1062	Very Low (50% AMI)	Perpetuity
2	P2-1A	1303	Low (80% AMI)	Perpetuity
2	P2-2	1117	Low (80% AMI)	Perpetuity
2	P3-1A	1425	Low (80% AMI)	Perpetuity
3	P1-2	751	Very Low (50% AMI)	Perpetuity
3	P1-2A	740	Low (80% AMI)	Perpetuity
3	P1-2 Alt	745	Very Low (50% AMI)	Perpetuity
3	P1-2 Alt	745	Very Low (50% AMI)	Perpetuity
3	P1-3	714	Very Low (50% AMI)	Perpetuity
3	P1-3	714	Very Low (50% AMI)	Perpetuity
3	P1-3	714	Very Low (50% AMI)	Perpetuity
3	P1-4	769	Very Low (50% AMI)	Perpetuity
3	P1-7A	809	Low (80% AMI)	Perpetuity
3	P2-0	1062	Very Low (50% AMI)	Perpetuity
3	P2-1A	1264	Low (80% AMI)	Perpetuity
4	P1-2 Alt	745	Very Low (50% AMI)	Perpetuity
4	P1-2 Alt	745	Very Low (50% AMI)	Perpetuity
4	P1-2 Alt	745	Low (80% AMI)	Perpetuity
4	P1-3	714	Very Low (50% AMI)	Perpetuity
4	P2-0	1062	Very Low (50% AMI)	Perpetuity
5	P1-0	662	Very Low (50% AMI)	Perpetuity
5	P1-2 Alt	745	Very Low (50% AMI)	Perpetuity
5	P1-3	714	Low (80% AMI)	Perpetuity
5	P2-0	1062	Very Low (50% AMI)	Perpetuity
5	P2-0	1062	Very Low (50% AMI)	Perpetuity
6	P1-2A	740	Low (80% AMI)	Perpetuity
6	P1-3	714	Low (80% AMI)	Perpetuity

BMR SUMMARY MATRIX

UNIT MIX BY LEVEL		TOTAL UNITS	UNIT AREA	% OF TOTAL	NRSF *	MKT RATE UNITS	MKT RATE % OF TOTAL	BMR UNITS	BMR % OF TOTAL	OVERALL AVG SIZE	AVG MKRT SIZE	AVG BMR SIZE
STUDIO	P0-1	4	581		2,324	3	1.2%	1	0.4%			
	P0-2	2	560		1,120	2	0.8%		0.0%	566	564	581
	P0-3	1	518		518	1	0.4%		0.0%			
Subtotal		7		3%	3,962	6		1	0.4%			
JR. 1 BEDROOM	P1-0	16	662		10,592	15	6.2%	1	0.4%			
	P1-9	1	625		625	1	0.4%		0.0%	660	660	662
Subtotal		17		7.0%	11,217	16		1	0.4%			
1 BEDROOM	P1-1	2	780		1,560	1	0.4%	1	0.4%			
	P1-1A	1	670		670	1	0.4%		0.0%			
	P1-2	22	751		16,522	21	8.7%	1	0.4%			
	P1-2 alt	24	745		17,880	17	7.0%	7	2.9%			
	P1-2 A	19	740		14,060	16	6.6%	3	1.2%			
	P1-3	40	714		28,560	32	13.2%	8	3.3%			
	P1-4	7	769		5,383	5	2.1%	2	0.8%			
	P1-4A	6	767		4,602	6	2.5%		0.0%			
	P1-4B	2	736		1,472	2	0.8%		0.0%			
	P1-4 Alt	1	804		804	1	0.4%		0.0%	740	740	744
	P1-5	4	822		3,288	3	1.2%	1	0.4%			
	P1-5 alt	1	859		859	1	0.4%		0.0%			
	P1-6	4	688		2,752	4	1.7%		0.0%			
	P1-7	3	727		2,181	3	1.2%		0.0%			
	P1-7 alt	1	676		676	1	0.4%		0.0%			
	P1-7A	3	809		2,427	2	0.8%	1	0.4%			
	P1-7A alt	1	758		758	1	0.4%		0.0%			
	P1-8	1	689		689	1	0.4%		0.0%			
Subtotal		142		58.7%	105,143	118		24	9.9%			
2 BEDROOM	P2-0	35	1,062		37,170	29	12.0%	6	2.5%			
	P2-0 alt	8	1,056		8,448	8	3.3%		0.0%			
	P2-1	3	1,071		3,213	3	1.2%		0.0%			
	P2-1 alt	1	1,042		1,042	1	0.4%		0.0%			
	P2-1A	3	1,303		3,909	1	0.4%	2	0.8%			
	P2-1A alt	1	1,226		1,226	1	0.4%		0.0%			
	P2-1B	1	1,088		1,088	1	0.4%		0.0%	1068	1062	1122
	P2-2	3	1,117		3,351	2	0.8%	1	0.4%			
	P2-3	3	1,125		3,375	3	1.2%		0.0%			
	P2-3A	1	1,059		1,059	1	0.4%		0.0%			
	P2-3B	1	1,024		1,024	1	0.4%		0.0%			
	P2-4	3	921		2,763	3	1.2%		0.0%			
	P2-4 alt	1	850		850	1	0.4%		0.0%			
	P2-5	1	889		889		0.0%	0	0.0%			
Subtotal		65		27%	69,407	55		9	3.7%			
3 BEDROOM	P3-0	3	1,377		4,131	3	1.2%		0.0%			
	P3-1	3	1,361		4,083	3	1.2%		0.0%			
	P3-1 alt	1	1,351		1,351	1	0.4%		0.0%	1382	1378	1425
	P3-1A	3	1,425		4,275	2		1	0.4%			
	P3-1A alt	1	1,362		1,362	1			0.0%			
Subtotal		11		4.5%	15,202	10		1	0.4%			
TOTALS		242	±		204,931	205		36	14.9%	847	846	850

FLOOR PLANS

