

# **Relocation Plan for Yesler Terrace**

**SEATTLE HOUSING AUTHORITY**

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## 1.0 Introduction

Seattle Housing Authority's Yesler Terrace community has provided good homes to thousands of families with extremely low incomes since the early 1940s. It has a proud history as the first public housing in Seattle and the first racially integrated public housing in the nation.

Now there is a new vision for Yesler Terrace, shaped by residents and stakeholders in partnership with government. This 30-acre site on the hill above downtown Seattle will emerge over the next few years as a vital new neighborhood where people from across a spectrum of incomes and cultures can enjoy the amenities of a walkable, sustainable community. The crumbling infrastructure and skyrocketing maintenance costs of the old Yesler Terrace will give way to new, carefully-designed housing and public open space – a neighborhood served by convenient public transportation where people enjoy living, working and playing. Yesler Terrace has been an isolated pocket of poverty – right on the doorstep of downtown, but not always part of the life of the rest of the city. Through redevelopment it is being integrated into the fabric of the surrounding neighborhood as a comfortable and stimulating place to live in the heart of the city.

*This 30-acre site on the hill above downtown Seattle will emerge as a vital new neighborhood where people from across a spectrum of incomes and cultures can enjoy the amenities of a walkable, sustainable community.*

The Housing Authority, in partnership with residents, stakeholders and the City of Seattle, is undertaking this transformation of Yesler Terrace to secure its future and unlock the neighborhood's immense potential. In 2006, a Citizen Review Committee (CRC) was created to help guide the redevelopment. Crafted by the CRC, guiding principles for the overall project are based on the values of social equity, economic opportunity, environmental stewardship and sustainability, and one-for-one replacement of housing.

Above and beyond housing, the agency supports residents by providing services to help them achieve optimal self-sufficiency and develop leadership skills. An open, collaborative relationship with both residents and partners is the agency's goal. Seattle Housing has extensive experience with relocating residents during its HOPE VI developments, with very positive outcomes. These values and experiences inform every aspect of the ongoing Yesler Terrace relocation efforts.

In the long term there will be major improvements at Yesler Terrace that will benefit residents. In the short term, however, the project will inevitably cause disruption. This Relocation Plan aims to be a thoughtful guide that directly addresses the challenges that residents face. The plan outlines the assistance the agency is providing to residents for this difficult transition. Respect and service are core values of Seattle Housing Authority, and are foundational to the plan for relocating residents during the redevelopment process.

Work on each phase of development will be preceded by responsible relocation that minimizes the negative impacts on residents. Access to affordable housing will continue seamlessly before and after relocation. Residents will move either to other areas of Yesler Terrace or to housing elsewhere that matches their preferences as closely as possible. Staff will help to locate homes that are appropriate for each individual's living situation.

Residents who leave Yesler Terrace do so with the assurance that they can come back and live in new homes created by the redevelopment as part of their right to return. By not creating new restrictions to re-occupancy specific to Yesler Terrace and providing moving assistance for their return, the Housing Authority assures that all current residents are welcome back at Yesler Terrace.

Ultimately, the improvements to the Yesler Terrace neighborhood have great potential for positive change in the lives of residents. This plan details the responsible, sensible methods the Housing Authority is employing to carry out relocation with the least possible disruption to current residents.

## **1.1 Summary of the Yesler Terrace redevelopment process**

The existing buildings on the 30-acre Yesler Terrace site have provided 561 units of low-income public housing for residents earning 30 percent or less of Area Median Income (AMI). The Yesler Terrace redevelopment plan details how these existing units are being replaced in a more dense urban setting by new housing that is built to modern standards, is energy-efficient and is more accessible to those with disabilities. Redevelopment will preserve the same amount of housing in the neighborhood for the 30 percent AMI subsidy level that existed before redevelopment. Additionally Seattle Housing will add more than 1,000 new units of housing for residents with incomes at 60 percent and 80 percent of AMI.

This expansion is made possible by leveraging grant funds from the Department of Housing and Urban Development's (HUD) Choice Neighborhoods Initiative (CNI). Federal and private sources of funding are being combined to revitalize neighborhoods. Private support for the redevelopment comes from the well-considered lease or sale of parcels at Yesler Terrace to build market rate homes, offices and commercial spaces.

Greater housing density will accommodate a wider range of incomes on-site. Some current residents will need to move away from the site during construction, but all have the right—when they choose to come back—to return and rent a new unit as soon as the new housing is available.

The redevelopment of Yesler Terrace, however, goes beyond erecting new buildings. It includes other factors that are critical to building a strong, vibrant, mixed-income community. These factors are defined by the guiding principles created by the CRC.

In addition to housing, the project includes the following:

- Investments in human capital, such as job training and employment
- Support of educational achievement
- Promotion of resources for healthful living

- Access to retail, commercial, and cultural opportunities
- Improved accessibility features

The large scale of the project offers the opportunity to improve long-term infrastructure with an emphasis on green development, along with urban amenities that increase livability, such as the beautifully designed and plentiful parks for which Seattle is famous.

The project will occur in phases, with the goal that—even as it adds new residents—Yesler Terrace will continue to provide a high quality of living in proximity to the core of downtown Seattle for many of the same residents who now call Yesler Terrace home.

The success of redevelopment will be measured in great part by the positive change in current residents' lives. The revitalization of Yesler Terrace will not only build new structures, it will also build new opportunities for residents.

## **1.2 Summary of the Relocation Plan**

This Relocation Plan provides a framework that informs residents through one-on-one counseling and assists them in assessing their individual needs. It provides them with the ability to exercise choices about the future. Here are the basic principles of the plan:

- 1. Maintain housing on site to the greatest reasonable extent.**

The project is planned so that the option to stay on site will be available to as many residents as possible. To this end, the Housing Authority will maintain at least 281 units of public housing on the site and available for use at all times during the project. All 561 existing units of housing will eventually be replaced through the course of the redevelopment.

- 2. Reimburse resident costs.**

Given the limited incomes of Yesler Terrace residents, even small moving costs can have a profound impact on a household's budget. The Housing Authority will pay all costs allowed by the Uniform Relocation Act (URA), plus reasonable costs for the household's return to Yesler Terrace if that is their choice.

- 3. Provide physical and psychological support for moving.**

Beyond financial outlays, relocating can present physical, psychological and logistical burdens to those who have to move. This is especially true for frail individuals or those who have lived at Yesler Terrace for a long time and have little experience with moving. The Relocation Plan provides for resident counseling and the option for help to pack and unpack belongings, set up appliances and cover utility billing transfers.

- 4. Keep housing costs affordable, in appropriate new housing.**

Housing costs at the new location must remain affordable to the household in order to preserve the family's housing stability. The new home must be equivalent to the housing at the original location, according to HUD's public housing standards. It must have the number of bedrooms required to accommodate the household's size.

Always, the relocation unit must meet the standard of decent, safe and sanitary housing.

5. **Minimize the number of times a household has to move.**

To protect housing stability, residents should move as few times as possible. Residents will be given the option to make their first move from the property permanent, not temporary, and to move only once before returning, if they choose.

6. **Set fair and equitable priorities to govern the order in which households are given choices about their moves.**

Because Yesler Terrace's population is diverse, household requirements vary greatly. For example, the needs of school children vary significantly from the needs of the frail elderly. Move priorities must take these varying needs and conditions into account.

In all aspects, the plan supports the basic guarantee to every household now living at Yesler Terrace that they may return to the community when there is a new unit available for them. Likewise, the relocation plan reaffirms the Housing Authority's commitment not to make policy changes specific to Yesler Terrace that cause current Yesler Terrace residents to be ineligible to return.

The plan also addresses resident communication issues, such as the need for timely information, as well as translation and interpretation services. It takes into account wide-ranging regulations that apply to the process, both from the City of Seattle and the federal government. Details of these provisions are provided below.

The general principles and guidelines in this plan are being applied to relocation in Phases 1 and 2. (Phasing details are outlined in Appendix 1 and Appendix 2). The Relocation Plan also applies to future phases. It will be updated and further developed with additional appendices for each phase. For each subsequent phase, the plan will be updated and submitted to the City of Seattle before residents receive initial notification (18 months in advance) of the possible need to move. This will provide ample time for City staff to provide feedback before residential relocation proceeds for each phase.

The relocation plan draws on contributions from many sources. The residents of Yesler Terrace, including the Yesler Terrace Community Council, contributed significantly to the plan. It also reflects the input of the broader community, including the Citizen Review Committee and civic leaders, through the commitments in the Cooperative Agreement signed between the Housing Authority and the City of Seattle in September, 2012.

In addition, the Housing Authority's Board of Commissioners enacted several specific resolutions that provide direction for overall redevelopment and for this Relocation Plan. The City Council and various departments of the City of Seattle were intimately involved in the process. The award of the first round of funding from the Department of Housing and Urban Development's Choice Neighborhoods Initiative grant in 2010 and the second round in 2012 moved the project to implementation.



## 2.0 Context and background for the Relocation Plan

The redevelopment of Yesler Terrace is taking place over a long time span – potentially 20 years or more. This plan provides for both residential and non-residential moves.

Understanding the Relocation Plan itself may be aided by background information on the redevelopment plan and on the demographics of Yesler Terrace residents. *Appendix 1, Description of Phase 1* and *Appendix 2, Description of Phase 2* provide demographic information on the people who live in each phase, the businesses that will be relocated, the existing buildings that will be demolished to make way for construction, and the plans for redevelopment, including housing to be produced.

*Appendix 3, Resident participation*, provides useful perspective on the degree to which Yesler Terrace residents have been involved in the redevelopment process since 2006. Involving residents very closely in each aspect of redevelopment has become the norm throughout the process. Similar close involvement is expected to continue.

The agency's website, [www.seattlehousing.org](http://www.seattlehousing.org), also contains extensive information on the Yesler Terrace redevelopment, located from a prominent link on the homepage.

## 2.1 Summary of phases in the redevelopment

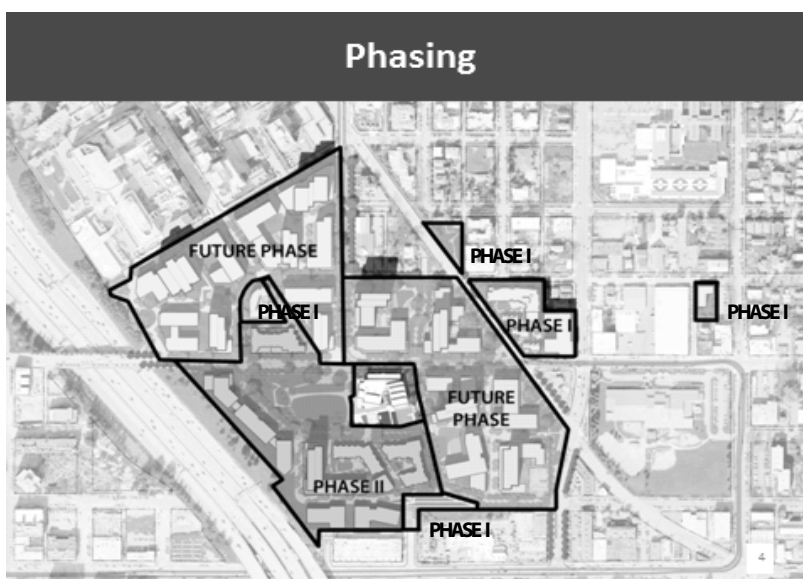
Yesler Terrace is among Seattle's most diverse and economically challenged neighborhoods, as shown in the racial composition, income and language data presented in the Appendices. As of 2013, the existing public housing community at Yesler Terrace was home to over 1,200 residents living in more than 500 apartments.

There are a total of 561 units at Yesler Terrace across all phases. This total includes 515 units available to be rented to low-income families and 46 units for non-residential agency uses, such as those leased to the YWCA and those used for Seattle Housing's property management offices. Out of the 515 units available as residences for low-income public

housing residents on the site, four have been permanently taken offline due to serious deterioration.

**Phase 1 of redevelopment** is taking place in various locations across the site, as indicated on the map on the left.

In total, Phase 1 adds 243 new housing units to the



neighborhood, in three separate projects. The Baldwin Apartments, at 14<sup>th</sup> Avenue East and East Fir Street is being completely renovated to provide 15 one-bedroom apartments, all Replacement Housing.

A new mid-rise apartment building at 1105 East Fir will provide 103 apartments, 83 of which will be Replacement Housing, with the remaining 20 serving residents at 60 percent of Area Median Income.

Spectrum Development Solutions, a private developer, will build a 125-unit market-rate apartment building at 12<sup>th</sup> Avenue East and East Yesler Way, with retail space at the ground level. Twenty five percent of the units will serve households earning up to 80 percent of the Area Median Income.

The public housing units on this Phase 1 site were not operated by Seattle Housing. These units were leased to the YWCA for a long-term shelter program. The Housing Authority worked with the YWCA to relocate this program as a “non-residential” use, while providing occupants of the shelter with notification and moving assistance required by URA. (See Appendix 1 for additional details.)

**Phase 2 of redevelopment** is planned to occur predominately on the southwest part of the Yesler Terrace site, currently occupied by housing units, open space and community service buildings. Demolition for this phase will commence in January 2014 and construction is scheduled to be completed in September 2019. Housing in two areas will be demolished as part of Phase 2, consisting of 15 buildings of housing containing 121 housing units, plus non-residential buildings located at 821, 825, and 835 Yesler Way. Neighborhood House’s Head Start building is also included in this group. In December 2012 when the plan was initially submitted, 112 of the housing units were occupied by low income households, with a total of 219 residents.

As of 2013, the estimate of new apartments to be constructed in two mid-rise buildings in Phase 2 is 174 units, approximately 60 percent of which will be Replacement Housing units. This phase of redevelopment will also include construction of a large neighborhood park. It will involve relocation of more than 100 households, along with several nonprofit businesses. (See Appendix 2 for additional details.)

**Future phases of redevelopment** are in the planning stages. This planning will go forward with the assistance of a Master Development Partner beginning in 2013. As the future phases are defined, the plan will be updated. The plan will be resubmitted before residents of future phases are issued their 18 month notice of the time by which they must relocate.

## **3.0 The Relocation Plan**

The specifics of the Relocation Plan are detailed in this section. Details below include what residents can expect from Seattle Housing and its staff members during the process. It also outlines the responsibilities of each household as the process moves forward.

### ***3.1 Determining resident preferences for relocation options***

Before specific moving plans are put into place, residents of each phase will be interviewed to establish their specific preferences concerning their relocation.

In these interviews, staff counsels residents about relocation benefits and their rights under the federal Uniform Relocation Act and Section 104(d) of the Housing and Community Development Act of 1974 (referred to in this document as 104(d)). Residents are asked to identify their specific preferences for relocation housing and to describe characteristics of housing they prefer. They are encouraged to consider factors such as proximity to friends and family, jobs, schools, cultural institutions, medical facilities and their desired neighborhoods within Seattle. Residents are also encouraged to consider the impact of moving on all members of the household, including school children and frail household members.

Residents are also asked if they have a desire to move out of Seattle or rent from a private landlord or stay in public housing. Staff also asks if residents prefer a certain type of community, such as a Senior Housing building, or a high rise. The information documented from each household helps staff to offer relocation housing that best fits identified needs. Residents are counseled that they can change their initial preferences, and that they have the opportunity to consider their preferences for at least six weeks after the first counseling session before they must make a final decision about relocation.

### ***3.2 Determining priorities for choosing housing options***

When relocation staff searches for relocation housing on behalf of residents, they will take into account the size of the apartment they need, any accommodation requests, and the preference for the type and location of housing. Staff will work to match each household's first preference to the relocation housing options available.

A priority policy determines which households may choose from housing options first, thus determining the timing of their move. The priority list will be grouped by apartment size (number of bedrooms) for which the household is eligible.

In April 2012, Seattle Housing solicited opinions from residents on the question of which households should get their first choice of relocation options. The Housing Authority has also worked closely with Seattle University to better understand the potential disruption to children's schooling that could be caused by their relocation. Yesler residents supported the idea of elderly and disabled residents having top priority, followed by those living at Yesler Terrace the longest.

Based on this resident input and the Housing Authority’s commitment to consider the negative educational impacts to school children from the disruption of relocation, Seattle Housing adopted a policy that gives households their first choice of relocation options in the following order, ranked by date the resident moved to Yesler Terrace:

- **First priority** – Households with school-aged children
- **Second priority** – Households with elderly residents
- **Third priority** – Households with disabled residents.

*With more control over where they live, a family also has greater control over the choice of schools their children may attend.*

Because Seattle Public Schools has a neighborhood schools policy for which home address dictates the school to which a household’s children are assigned, the location of relocation housing affects the educational opportunities available to them. More control over where they live gives a family greater control over the choice of schools their children may attend.

Taking this into consideration, priority within this category is further defined. Any family with a student in public elementary school will have highest priority, followed by families with students in public middle school or high school, then families with students in private or “option” schools.

Priorities by grade level take into account the greater influence of location for elementary school assignments compared to middle and high school assignments, due to the smaller school attendance areas for elementary schools. In addition, the Seattle School District’s school attendance area and option policy allows older children to travel longer distances to school than younger children, which means housing location plays less of a determining role in school choice in higher grades. Similarly, non-neighborhood “option” schools or private schools have little geographic connection to the student’s home address.

Further, households with school-aged children will not be required to move during the school year.

At its discretion, the Housing Authority may make exceptions to this priority order to fulfill special accommodations, such as for a disability, or to allow a resident to remain on site to be near medical facilities at Harborview Medical Center.

A draft of this priority policy was presented to residents at a meeting at Yesler Terrace on September 8, 2012. An update to the policy and an overview of the draft Relocation Plan was presented to the Yesler Terrace Community Council on October 16, 2012. The Yesler Terrace Housing Option Priority Policy is attached as Appendix 4.

### **3.3 Relocation plan goals and governing rules**

The Relocation Plan has three primary goals:

- a) Ensure that Yesler Terrace residents will continue to live in affordable housing that meets their housing needs throughout the relocation process.
- b) Minimize the negative impacts caused by relocation to the greatest extent possible.
- c) Ensure that residents are made whole for eligible costs under the URA and 104(d).

Residents will receive relocation assistance along the way to help achieve these goals, including individual counseling, as needed. The agency will apply lessons learned from its previous successful relocation efforts at High Point, NewHolly and Rainier Vista.

The Relocation Plan will conform to the standards and provisions set forth in the Uniform Relocation Act (URA) (46 U.S.C. 4600 et seq.), its implementing regulations (49 C.F.R. Part 24), and Section 104(d). These documents are available on the agency’s website ([www.seattlehousing.org](http://www.seattlehousing.org)), in the Yesler Terrace section. They are also available in paper copy, upon request, by contacting the Yesler Terrace Relocation Coordinator at (206) 239-1755.

Relocation services will ensure that displacement does not result in different or separate treatment of households based on race, nationality, color, religion, national origin, sex, sexual orientation, marital status, familial status, disability or any other basis protected by the federal Fair Housing Amendments Act, the Americans with Disabilities Act, Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, and Washington Fair Employment & Housing Act, as well as any otherwise arbitrary, or unlawful discrimination.

### **3.4 Eligibility for relocation assistance**

#### **Displaced Persons**

For the purposes of the Relocation Plan, residents who must move away from Yesler Terrace from the areas where demolition will occur in each phase are considered Displaced Persons, as defined by HUD. These residents will be eligible for full relocation benefits. HUD defines Displaced Persons as any person who moves from Yesler Terrace, permanently, (defined as a period longer than one year) due to HUD-funded rehabilitation or demolition activities.

*HUD defines “displaced persons” as any person who moves from Yesler Terrace permanently (a period longer than one year) due to HUD-funded rehabilitation or demolition activities*

Residents who are displaced and eligible for full relocation benefits will receive the HUD-required “Notice of Eligibility” when relocation officially begins, at a time termed the “Initiation of Negotiations.” The project will be completed in phases, which means relocation will begin at different times in different parts of the site. The first Initiation of Negotiations is the date when the CNI grant agreement is signed. In

future phases, the date will be when an area for development, including a schedule, has been finalized. This will be no later than the date plans have been submitted to the City of Seattle Department of Planning and Development that will require residents to move from the site for demolition.

### **Non-Displaced Persons**

In each phase, all residents living in the project areas where demolition will **not** take place will not be subject to relocation during that phase. These residents will receive the HUD-required “Notice of Non-Displacement”. The notice will explain that displacement will occur in a future phase, with at least 18 months advance notice.

### **Transfers due to the project**

In each phase, some residents may move from the area scheduled for demolition to other areas of Yesler Terrace where no displacement is scheduled to occur. The move may be to a Replacement Housing unit or to a pre-existing, original Yesler Terrace unit that will be subject to demolition in a future phase. These residents will no longer be considered displaced and will receive a Notice of Non-Displacement, but they will be advised that they will still receive moving assistance. The Housing Authority will move the household at no cost to the resident, and will offer the \$100 payment described in Appendix 5.

In the case of residents who choose to move from the current phase to a future phase that is scheduled for demolition, the Notice of Non-Displacement will spell out reasonable terms and conditions for their occupancy of the unit. They will be notified that they will be required to move for demolition in the future, and thus may become displaced at a later date. Rent charged will not change for reasons solely due to the relocation.

### **Transfers for other reasons**

In each phase, some residents may transfer within Yesler Terrace or to another Housing Authority community for routine reasons unrelated to relocation. These moves could be by the request of the resident or by the request of Seattle Housing Authority. Transfers or voluntary move-outs for reasons not related to the redevelopment do not cause someone to become a “Displaced Person,” and will not result in eligibility for relocation benefits. The Housing Authority will document the cause of a resident move when it is not subject to the URA.

An example of a routine transfer is a move requested by the resident for a disability accommodation. A resident may ask for a unit with features unavailable in their current unit, such as a roll-in shower, that may be available in housing outside Yesler Terrace. Or an elderly resident who has been living in a one-bedroom unit may need to transfer to a two-bedroom unit in order to make room for a live-in care giver. These residents will continue to be subject to existing rules for such transfers, including moving services provided by Seattle Housing Authority.

Routine transfers may be required during the course of managing the property. For example, a household may be transferred with moving costs paid for by the agency if their unit is damaged by fire, or if the unit becomes uninhabitable for other reasons.

Property managers may require a household to transfer in order to adhere to Seattle Housing's occupancy standards when a family is described as "over-housed" or "under-housed." This may occur as family circumstances change over time, and residents end up living in a unit that has the wrong bedroom configuration for their household size, as defined by Seattle Housing Authority guidelines. For example, with the addition of children in a household, a family may need to transfer to a unit with additional bedrooms. Moving costs are not covered by the agency in this type of routine transfer.

### **Residents who move in after GIN issuance**

Residents who move in to existing Yesler Terrace housing after the General Information Notice (GIN) was issued on July 2, 2012, are eligible for different relocation assistance than those who were original residents of the project. They are not considered displaced according to the URA. The residents will be advised of the terms of their occupancy and their relocation rights. Please see Section 3.5: Notifications for more information about the GIN.

The Seattle Housing Authority will provide moving services at no cost to the resident. Before their unit is demolished, these will have the option of transferring to comparable housing owned by Seattle Housing Authority, such as public housing or other housing funded by federal operating subsidies. They will not be guaranteed the option to lease a unit at Yesler Terrace after redevelopment.

Before leasing, these new residents will be notified that the unit they will occupy is expected to be demolished, so they will be required to relocate in the future when notified by Seattle Housing Authority (see Move-In Notice, in Section 3.5: Notifications).

## Summary of Relocation Status based on type of move during redevelopment

Type of move	Relocation status
<b>Move off-site due to demolition</b> (to relocation housing)	Displaced
<b>Move on-site due to demolition</b> to Replacement Housing	Non-displaced
<b>Move on-site due to demolition</b> to an existing Yesler Terrace unit in a future phase	Non-displaced, with notice of future displacement
<b>Move on-site or off-site</b> <b>with routine transfer</b> (e.g. due to disability accommodation, uninhabitable unit, occupancy standards )	Non-displaced
<b>Move on-site or off-site due to demolition</b> for residents who move to Yesler Terrace after July 2, 2012	Non-displaced

### Evictions

If a Displaced Person is evicted for just cause from Yesler Terrace, or from other Seattle Housing Authority or private market housing to which they relocated, the household will no longer be entitled to relocation assistance or the right to return after redevelopment. The household's eligibility for relocation assistance will not be a factor in a decision to pursue eviction proceedings. Residents have access to the appeals and grievance processes described in Section 4 of the Relocation Plan and in Seattle Housing Authority's Manual of Operations.

### Unauthorized boarders and lodgers

Occupants residing unlawfully at Yesler Terrace are not eligible for relocation benefits and will be issued a written notice informing them of their ineligibility. They have the right to appeal this determination.

### Undocumented immigration status

Households with members who cannot document their immigration status will be counseled as to which form of relocation benefits between URA and 104(d) would be more advantageous for the household. The URA explicitly prohibits use of federal funds to provide relocation assistance to persons not lawfully present in the United States. Relocation benefits under 104(d) have no such restrictions. Other non-federal assistance may be available to assist undocumented immigrants facing relocation.



### **3.5 Notifications**

In early July 2012, all residents of Yesler Terrace received a packet of several documents with information about upcoming relocation and redevelopment plans. The executive director wrote a letter announcing that redevelopment activities leading to displacement of residents would begin in 18 months, describing relocation benefits, and formalizing the commitment to allow residents to return to Yesler Terrace if they relocate from the site.

These documents were translated into the seven languages primarily used by non-English speaking Yesler Terrace residents (Amharic, Chinese, Oromo, Somali, Spanish, Tigrinya, and Vietnamese) and hand-delivered on July 9, 2012. This packet was the first step in the official relocation notification process for residents of Yesler Terrace.

#### **18-Month Notice of Relocation**

The letter in the July 2012 packet identified the 121 units that are part of Phase 2 of the project, indicating which residents would be the first to be asked to relocate by 18 months from the date of the letter. The residents of the remaining Yesler Terrace units were given a different letter, indicating that they were in future phases that had not been identified yet. These residents were informed that they would receive similar 18-month notices at the appropriate time in the future.

When the progress of the project reaches the beginning of each phase, the next relocation process will be triggered. An 18-month notice will be issued to residents living in units that will be demolished, and information will be provided in languages appropriate for the residents living in that phase. This 18-month notice exceeds the minimum 90-day notification required by the URA.

#### **General Information Notice**

A General Information Notice (GIN) and HUD brochures detailing URA and Section 104(d) relocation rights were also included in the July 2012 packet that was hand-delivered to every resident. The GIN informs residents about their potential for receiving relocation assistance under the URA and Section 104(d). The notice cautions residents to confer with relocation staff before moving from the site to ensure they understand how their eligibility for relocation assistance may be affected. Residents signed to acknowledge receipt of the official GIN notice.

#### **Notice of Eligibility for Relocation Assistance**

Residents who are to be displaced from Yesler Terrace will be given a formal Notice of Eligibility for Relocation Assistance (NOE). This notice informs residents that they are eligible for relocation assistance as of the date of the notice. The notice describes the details of their eligibility and again cautions residents to make sure they have consulted with relocation staff when moving from the site to ensure they understand how to make use of their relocation benefits.

When redevelopment officially begins in each phase, the Housing Authority will not require any family or individual to move unless at least one comparable relocation unit, as defined in 49 CFR 24.2(d), is made available at least 90 days before the required move. (Where possible, a household will have the option of choosing from among three or more comparable relocation units.) Displaced households will be provided a notice that informs them of the specific date by which they must vacate their current unit, and the address of a suitable relocation unit or units. This may be part of the NOE or in a separate offer of relocation housing.

### **Notice of Non-Displacement**

Residents who are not displaced by the current phase of redevelopment will get a Notice of Non-Displacement. This informs households who can remain in Yesler Terrace of their rights and of the terms and conditions of remaining at the property. As redevelopment progresses, some households that were previously given a Notice of Non-displacement will subsequently receive a Notice of Eligibility if they must move from the site and thus become displaced.

No temporary relocation (relocation for less than one year) is foreseen in any phase. If it becomes necessary, a Notice of Non-Displacement will be provided that describes the temporary relocation details to inform households who will be temporarily relocated of their rights and of the conditions of their temporary move.

### **Certificate of Return Rights**

Any resident of Yesler Terrace at the time the Cooperative Agreement was signed on December 21, 2012 is vested with “Return Rights” to Yesler Terrace (see Glossary and Appendix 5). Every resident was given a certificate describing their Return Rights to Yesler Terrace with the GIN and 18 month notice dated July 2, 2012. No new residents moved to Yesler Terrace between that time and the signing of the Cooperative Agreement. Any person who moves into an existing, original Yesler Terrace unit in a phase that has not yet been redeveloped will be notified that they will not be vested with Return Rights.

### **Move-In Notice**

Any resident who moves into a unit at Yesler Terrace that is subject to redevelopment after July 2, 2012 when the GIN was issued will receive a “Move-In Notice.” This notice will clarify that they may be displaced or temporarily relocated, and will receive moving assistance if so, but that they are not eligible for URA or 104(d) relocation benefits. Residents will have the option of transferring to comparable housing owned by Seattle Housing Authority, such as public housing or other housing funded by federal operating subsidies. These residents are not vested with Return Rights to Yesler Terrace.

### **3.6 Staffing of relocation services**

Relocation services will be provided by in-house staff. A full-time Relocation Coordinator will be dedicated to Yesler Terrace to direct the Housing Authority's focus on the relocation needs of these residents. The Coordinator will work closely with Yesler Terrace's on-site management staff to provide notification, housing search, counseling, data tracking and other relocation services for the duration of the project. Both the Coordinator and management staff have taken part in HUD relocation training to gain expertise in the intricacies of the URA relocation process and ensure that residents' rights are respected during relocation.

The Director of Housing Operations and the Property Management Administrator with responsibility for Yesler Terrace will oversee relocation efforts and ensure the necessary resources for successful relocation are provided. Staff throughout the organization will be engaged in supporting the relocation efforts by providing needed services to the residents. Specific involvement of staff is as follows:

- Housing Choice Voucher program staff, including Housing Counselors and Certification Specialists, will be responsible for the issuance of Tenant Protection Vouchers and for supporting resident education about successfully leasing in the private market.
- The Community Services Division will coordinate support services and help provide residents with resources to make informed decisions about relocation issues.
- The Development Department will work closely with the relocation team to coordinate construction and planning efforts to reduce displacement, minimize impacts, and implement designs that keep the goals of the Relocation Plan in mind.
- Asset Management staff who manage non-residential leasing activities at Seattle Housing Authority properties will be responsible for the relocation of businesses and non-profits that are not run by residents from their homes.

To aid relocating residents in understanding their relocation housing options, the agency has developed written materials, maps, and visuals to describe available housing options. Tours of different housing options will also be conducted. Residents will be provided with information about available housing options so they can make informed decisions about their relocation housing.

If necessary, transportation assistance to view apartments or attend leasing appointments will be provided to residents via bus passes or taxi scrip. Staff may also assist with providing this transportation directly in company vehicles.

The relocation staff may employ the use of consultants for specific tasks, especially for advice on URA and 104(d) requirements.

### **3.7 Specifics of relocation advisory services to be provided**

Advisory services will be provided to residents who must move due to redevelopment at Yesler Terrace. These services will be provided with interpreters and accommodations for the disabled, as needed.

Specific advisory activities include the following:

- Identifying the needs and preferences of residents, using surveys, interviews with open-ended questioning and checklists.
- Providing additional opportunities to discuss Relocation housing options. Every resident will have at least six weeks from the initial counseling session to determine which housing option or benefit option they prefer. They can change their preference after the initial selection.
- Informing residents about available relocation assistance.
- Discussing with the household how each relocation housing option might meet their stated needs.
- Explaining the meaning of the Return Rights to Yesler Terrace.
- Informing residents about the Relocation Plan's appeal process.
- Offering referrals to services or other assistance the household may need; including assistance with services such as completing an application for benefits or scheduling appointments.
- Providing current and ongoing listings of comparable units for residential relocations and replacement sites for businesses.
- Providing mobility counseling for relocating residents who are issued a Tenant Protection Voucher to assure, to the extent possible, that they have full information about their relocation choices in high-opportunity areas.
- Supplying information on other federal and state programs that offer assistance.
- Assisting relocated residents in connecting to services in their new community.
- Helping residents make a successful transition to their off-site housing and back to the redeveloped Yesler Terrace, including early identification of any issues. The relocation counselor will focus on keeping open lines of communication among residents, landlords, service providers, and staff for at least three years after each household's initial move.
- Providing referrals to services for residents with lease violations and compliance issues. Neighborhood House, an experienced provider of eviction prevention services, will be a referral resource.

### **3.8 Moving assistance for relocating residents**

Residents who must move due to redevelopment will receive assistance with the physical move of their household to their relocation housing unit. This assistance includes:

#### **Direct moving assistance or reimbursement of moving and related expenses**

The Housing Authority will provide three move assistance options, as detailed below. All three will be available to residents who are displaced. Residents who transfer within the project due to redevelopment and New Move-Ins who transfer to other housing are eligible for the first option only. According to the URA, if a resident moves more than 50 miles from Yesler Terrace, the costs equivalent to a move within 50 miles will be reimbursed or paid directly.

1. **Moving performed free of charge to resident** (49 CFR 24.302)

The Authority will undertake the move, contracting with a state-approved moving company, at no cost to the individual or family being displaced. In such case, the family or individual also is entitled to a payment of \$100.

- This will include assistance for all necessary moving services, including packing and unpacking of personal belongings, if requested.
- For tenants who prefer to pack their own personal possessions and items of value, the Seattle Housing will provide packing instructions, boxes or reusable crates, markers, and tape.
- Storage of the personal property for a period not to exceed 12 months, unless the agency determines that a longer period is necessary. Items which could pose health and sanitation hazards, such as infested furniture, will not be stored.
- Disconnecting, dismantling, removing, reassembling, and reinstalling relocated household appliances and other personal property, including personal computer set-up.
- The replacement value of property lost, stolen, or damaged in the process of moving (not through the fault or negligence of the displaced person, his or her agent, or employee) where insurance covering such loss, theft, or damage is not reasonably available.

2. **Self-move with reimbursement** (48 CFR 24.301)

With this option, the resident pays for costs associated with the move, and the Housing Authority reimburses the resident for the actual cost of all reasonable moving and related expenses. Consideration will be given to covering extra costs associated with moving adaptive equipment required by households with disabilities. Reasonable moving costs and related expenses are costs such as:

- Transportation of household members and their personal property. This may include reimbursement for personally-owned vehicles which need to be moved, at the current mileage rate of 55.5 cents a mile (based on Standard Mileage Rate established by the Internal Revenue Service).
- Packing boxes provided to the resident.

- Services for packing, crating, uncrating, and unpacking of the personal property, if needed.
- Storage of personal property for a period not to exceed 12 months, unless the Housing Authority determines that a longer period is necessary. Items which could pose health and sanitation hazards will not be stored.
- Disconnecting, dismantling, removing, reassembling, and reinstalling relocated household appliances and other personal property, including personal computer set-up.
- Reimbursement will take into account specialized moving needs, such as sensitive medical equipment, a piano, or a greater than usual amount of items stored in the household.
- Insurance coverage for the replacement value of the property in connection with the move and necessary storage.
- If a resident requires an advance loan payment to pay deposit costs for rental of a moving truck or trailer, the resident may present a copy of the rental agreement that shows the deposit. The deposit will be deducted from the reimbursement.
- To receive reimbursement for moving costs, residents must submit a claim within 18 months from the date of the move. The HUD-40054 form, "Residential Claim for Moving and Related Expenses," will be used. A resident may request assistance from relocation staff with filling out this form.

### 3. **Self move with fixed assistance payment**

If the household decides to self-move all belongings from the premises, the Housing Authority will pay directly to the household an amount equal to the applicable and current fixed moving expense plus the dislocation allowance provided under 49 CFR 24.302. In this circumstance the household is not required to provide invoices for costs to be reimbursed. This allowance is based on the number of rooms of furniture in the dwelling. Payment equivalent to the moving costs for an additional room may be included for special moving needs such as for sensitive medical equipment, a piano, or a greater than usual number of items stored by the household.

During one-on-one counseling sessions, Seattle Housing will assist residents in determining the amount for which they are eligible. The fixed payment will be disbursed when keys are returned and the unit has been inspected to determine that it is vacant. If requested by the resident, one third of the payment may be paid upfront to cover moving equipment rental or deposit costs, with the remainder paid when the unit is vacant. The current fixed payment schedule for the State of Washington is detailed in Appendix 5.

## Relocation Status and Eligibility for Moving Cost Assistance

Type of move	Eligible for moving cost assistance?	Type of assistance
Move off-site due to demolition	yes	Choice of: a. SHA-paid move b. Reimbursement c. Fixed payment
Move on-site due to demolition	yes	SHA-paid move
Move on-site or off-site due to demolition after receiving Move-In Notice	yes	SHA-paid move
Move on-site or off-site for routine transfer (e.g. disability accommodation, damaged unit)	yes	SHA-paid move
Move on-site or off-site for routine transfer (e.g. occupancy standards for unit bedroom size)	no	N/A

### 3.9 Assistance with security deposits

The cost of a reasonable and necessary security deposit required to lease a relocation unit, which is customarily equivalent to one month's rent, will be provided as part of the relocation benefits available under URA and Section 104(d). If a resident relocates to a unit at Yesler Terrace or another unit at a different Seattle Housing Authority community, the resident's existing security deposit will be carried over to the new unit as full payment of the deposit.

If the resident relocates to housing not owned by the Housing Authority and does not have funds available to pay security deposit costs at the relocation unit, the Housing Authority will pay the reasonable deposit directly to the landlord.

### 3.10 Temporary housing subsidy when relocating to market-rate housing

If a displaced resident is relocated into housing not owned by the Housing Authority because there is no appropriate unit available within the Housing Authority's housing

inventory or through a Tenant Protection Voucher, the resident may be entitled to a Replacement Housing Payment (RHP) in addition to moving assistance. The Replacement Housing Payment is the difference between the resident's subsidized rent at Yesler Terrace, and the rent at the comparable unit identified by the Housing Authority. This payment is intended to cover any increase in the resident's monthly housing costs over what they would pay if they had not been required to relocate and were still living at Yesler Terrace.

The duration of benefits under the URA is 42 months, while the benefit under Section 104(d) is 60 months of assistance. A resident who receives an RHP may also use it as down payment assistance for the purchase of housing. The relocation staff will counsel the residents on these options.

### ***3.11 Additional support for relocation***

To ensure meaningful understanding of the relocation plan and to minimize language barriers faced by Yesler Terrace residents who have limited English proficiency, the Housing Authority will provide a professional interpreter (in person or through the Language Line) to interpret information that pertains to relocation or receipt of relocation benefits or housing search assistance for voucher recipients. Neighborhood House will also provide language assistance services for Yesler Terrace through its existing contract with the Housing Authority.

To support Yesler Terrace's frail elderly and disabled residents, relocation staff will work with senior and disabled services and the residents' families and support networks to help them understand their relocation options.

If some residents are facing significant struggles with the need to relocate, staff will work closely with them to provide support in finding relocation housing that will support a successful tenancy.

Some residents who choose to use a Housing Choice Voucher will have had little or no experience as voucher holders, and may be unfamiliar with renting in the private sector. The Housing Choice Voucher Program will make available their Housing Counselor, Community Liaison, Owner Liaison and other staff who support voucher holders in successfully finding housing.

The relocation staff will work in collaboration with the Housing Choice Voucher staff to ensure resident success in using a voucher. Yesler Terrace residents will receive housing search assistance to help them find appropriate housing using their voucher. In addition, "Ready to Rent" classes will be offered to relocating residents so they can adequately assess their household's capacity to succeed in the voucher program. These classes address impediments related to lack of understanding or lack of experience with the private housing market and working with private landlords.



### **3.12 Relocation housing options**

One major goal of the relocation process is that every displaced household can move to a unit that matches their housing preferences. Residents who must relocate due to redevelopment will be offered housing options in the following categories:

- Completed Yesler Terrace Replacement Housing units
- Vacant units at Yesler Terrace that will be demolished later
- Housing units that are elsewhere within Seattle Housing's portfolios (such as other public housing or scattered site housing)
- Housing units in the private market with assistance from Tenant Protection Vouchers or other Housing Choice Vouchers, if available.
- Housing units in the private market with assistance from Replacement Housing Payments if the agency is unable to provide other subsidized relocation housing.

These options are available for households who lived at Yesler Terrace as of 7/2/2012. Any future residents who receive a Move-In Notice will have the first 3 options.

Some households may be qualified to pursue housing opportunities like homeownership. The Housing Authority offers information and assistance with pursuing homeownership as one component of its Family Self-Sufficiency program. In the event that RHPs are issued, they may be used as a down payment. Currently no homeownership opportunities are expected to result directly from the redevelopment of Yesler Terrace.

Some families will relocate to other housing in SHA's portfolio. The Housing Authority has 28 high-rise buildings, 23 Senior Housing Program buildings, three large family communities and three smaller family communities, as well as an inventory of scattered sites – single family homes, townhomes and small complexes all around Seattle.

Several of these housing possibilities, including Beacon Tower, Leschi House, International Terrace, Jefferson Terrace and the Fir Street Townhomes, are located within a mile of Yesler Terrace. All of this housing was built within the last 40 years, some within the last decade, and all have been well-maintained. Two of the nearest buildings – Beacon Tower and International Terrace – were rehabilitated within the last eight years. The other buildings offer units of comparable sizes to the units at Yesler Terrace, between one and four bedrooms.

The 50 Tenant Protection Vouchers received in connection with the Choice Neighborhoods Initiative grant are distributed exclusively to residents of Yesler Terrace. These special vouchers are administered by the Housing Choice Voucher Program.

In spite of the challenges of renting in a frequently tight market, Seattle Housing's voucher program staff reports a high utilization rate by its participants with a voucher success rate of 100 percent in 2011.

### **3.13 Standards for occupancy and re-occupancy**

All residents who lived at Yesler Terrace on July 2, 2012 are vested with Return Rights to the newly constructed Replacement Housing at Yesler Terrace. This right to return stays with the original relocated resident and their current and/or future household members. As newly-constructed Replacement Housing is available for occupancy, these relocated residents will receive notice of their right to return to the redeveloped Yesler Terrace

HUD prohibits providing federal housing assistance to individuals with certain criminal convictions. Currently, HUD prohibitions include eviction from subsidized housing due to conviction for methamphetamine production or a conviction that led to a lifetime sex offender registration requirement. In order to maintain compliance with this requirement, returning residents will undergo a HUD-required criminal background check. Returning residents will not be denied their right to return unless, based upon a criminal conviction as described above, they are ineligible for federally subsidized housing.

Replacement Housing will be offered to residents previously relocated off-site who are eligible to return before it is offered to applicants from other waitlists to lease housing at Yesler Terrace. Returning households will be exempt from the requirement to have an income at 30 percent or less of AMI when they move into Replacement Housing. All other current occupancy standards will be applied to all moves; whether to a relocation unit or a Replacement Housing unit.

Returning residents will undergo income certification to establish their rent. SHA will offer units according to income limits that apply at the time they move back. Returning residents will pay neither more nor less rent than is required under the applicable Low Income Public Housing rent policies in effect at the time of their return to Yesler Terrace.

### **3.14 Non-residential relocation**

All businesses and nonprofit organizations that are displaced will receive relocation benefits according to the URA. There are both non-profit organizations and for-profit businesses located at Yesler Terrace at the outset of the project.

#### **Home-based childcare businesses**

Home-based childcare businesses at Yesler Terrace may be displaced during the redevelopment of Yesler Terrace. If a household that operates a licensed home-based childcare business in their public housing unit is displaced, the business will be relocated with the residence, and non-residential relocation assistance will be provided along with the residential relocation assistance.

The Housing Authority will build at least the same number of Replacement Housing units that are licensable under the Department of Early Learning's standards for home-based childcare facilities as the number of approved businesses that have been in operation for at least 24 months prior to redevelopment.

Residents who transfer within the site due to relocation, but are not displaced, will be offered moving assistance for both the resident's belongings and the business property. Duplicate benefits for residential and non-residential relocation will not be provided.

To determine the scope of the non-residential relocation benefits, residents who operate a business from their housing unit will provide an inventory of all items related to the business, and provide any necessary documentation, which will be verified by relocation staff. The relocation staff will use the physical inventory when calculating residential and non-residential relocation benefits.

An eligible displaced business may choose one of the following relocation assistance options if they apply:

- Reimbursement of all actual, reasonable and necessary moving and related expenses, plus any actual, reasonable and necessary costs of reestablishing the business up to \$10,000 (see #1-2 below); or
- A fixed payment, in lieu of reimbursement of actual, reasonable and necessary moving costs and reestablishment expenses if business meets eligibility criteria set forth in CFR 24.305, such as that the business cannot be moved without substantial loss of patronage. A business may be eligible for a fixed payment of no less than \$1,000 and no more than \$20,000, based on the average yearly net income as described on the resident's Internal Revenue tax returns for the previous two years (see #3 below).

During relocation advisory meetings, relocation staff will inform residents of the agency's commitment to offering comparable relocation and Replacement Housing suitable for home-based businesses, such as childcare businesses, on-site or in the immediate neighborhood.

Residents' non-residential relocation options are as follows:

1. Housing Authority movers may perform the move of the residential household at no charge to the resident. With this choice movers will move the entire contents of the apartment at the same time, including the non-residential items. There will be no additional non-residential reimbursement for moving costs. The business will still be eligible for reimbursement of business reestablishment expenses. To receive reimbursement, residents must submit a claim within 18 months of moving, using HUD Form 40055, "Claim for Actual Reasonable Moving and Related Expenses-Nonresidential." A resident may request assistance from relocation staff with completing this form.
2. The resident may perform the move themselves and be reimbursed for actual costs. With this choice the resident will move both residential and non-residential items at the same time. There will be one reimbursement for the move of all items together. When determining the reasonableness of the reimbursable costs, the relocation staff will take into consideration the inventory of business-related items in addition to the residential items. The business will still be eligible for business

reestablishment expenses. To receive reimbursement, residents must submit a claim within 18 months of moving. A claim form based on HUD Form 40055, "Claim for Actual Reasonable Moving and Related Expenses-Nonresidential" will be provided. A resident may request assistance from relocation staff with completing this form.

3. The resident may perform the residential move themselves and receive a payment from the Fixed Residential Moving Cost Schedule. In addition, a fixed payment based on the average yearly net income of the business will be provided to cover the entire business relocation assistance in lieu of reimbursement for actual moving and reestablishment expenses. The Fixed Residential Moving Cost Schedule (contained in Appendix 5) allows an extra payment to cover the move of greater than usual amount of items stored in a household, but no such extra payment will apply in order to move non-residential items that are covered by the "in lieu" payment for move of the business.

The resident's non-residential relocation option must be the same as the residential relocation option the household chooses. The Housing Authority may, at its sole discretion, issue these payments in installments, if the resident requests a portion in advance to assist with their moving expenses. The balance will be paid when the unit at Yesler Terrace is vacated by the resident and the move is completed.

### **Notifications**

All businesses and organizations in the Yesler Terrace redevelopment received General Information Notices and will receive Notices of Eligibility and information about relocation benefits at the appropriate notification point for each phase.

## **4.0 Appeals process related to relocation issues**

Residents subject to relocation may request a review of any Housing Authority determination concerning eligibility for relocation benefits, the amount of a relocation payment, or the applicability of the comparable relocation unit provided. The results of these appeals will be reported to the City of Seattle.

An appeals process for issues dealing with relocation is described below. The procedure is the same for residential and non-residential relocations, with some variation in the composition of the panel that will hear the appeal. Both processes are described in full detail below.

### ***4.1 Residential relocation appeals***

When residential relocation assistance is offered, staff will inform the resident of the relocation appeal procedures. A resident will have 60 days after receipt of a written offer of relocation benefits to file an appeal. The appeal should be in writing, delivered to the Yesler Terrace Management Office within the 60 days. If the resident needs help preparing the appeal, the Yesler Terrace Community Builder will assist. The agency will consider the appeal regardless of form.

Upon receipt of the written appeal, a relocation assistance dispute resolution meeting between the resident, the Relocation Coordinator and the Yesler Terrace Senior Property Manager will be scheduled within ten business days. Residents may be represented at the meeting by a person of their choice and may bring other persons they think necessary to present their appeal at their own expense. Interpreters will be provided upon request. A written decision will be issued by the Senior Property manager within ten business days, summarizing the results of the meeting.

If the dispute is not resolved satisfactorily, the Senior Property Manager will forward the appeal to the Director of Housing Operations for review by the Relocation Grievance Hearing Panel. This panel will include the Director of Housing Operations or the agency's General Counsel, and a property management administrator not directly involved in the action being appealed. The panel will be convened within ten business days of the director's receipt of the appeal. The resident may attend and be represented by an attorney at their own expense, or may be represented by any person they choose, and may bring witnesses. Materials presented by the resident and all other pertinent information will be considered by the Housing Authority in making the decision.

A written decision will be issued within 30 days of the close of the hearing, which will be the final decision of the Housing Authority. In keeping with 24 CFR 42.390 and 49 CFR 24.10, if the resident is not satisfied with the panel's decision, the resident will be advised that there are options for judicial or administrative review of the agency's determination.

The resident may ask for an administrative review of their claim by the local field office of the US Department of Housing and Urban Development (HUD). The decision of HUD shall be final unless a court determines the decision was arbitrary and capricious.

#### **4.2 *Non-residential relocation appeals***

A displaced business, nonprofit organization or other organization may appeal the adequacy of relocation benefits. The agency will inform the displaced business or organization of the appeal procedures with the written offer of relocation benefits.

The displaced entity will have 60 days after the date of a written offer of relocation benefits to file an appeal. The appeal must be in writing, delivered to the Yesler Terrace Management Office within the 60 day appeal period.

Upon receipt of the appeal, a relocation assistance dispute resolution meeting between a representative of the business entity and the relocation coordinator and the Yesler Terrace Senior Property Manager or the Real Property Acquisition Coordinator will be scheduled within ten business days. Interpreters will be provided upon request. A written decision will be issued within ten business days summarizing the results of this meeting.

If the dispute is not resolved at this meeting, the Senior Property Manager or the Real Property Acquisition Coordinator will forward the appeal to the Director of Housing Operations for review by the Relocation Grievance Hearing Panel, which will include the Director of Housing Operations, or the agency's General Counsel, and a property management administrator not directly involved in the action being appealed.

The panel will be convened within ten business days of the director's receipt of the appeal. The displaced entity may attend and be represented by an attorney at its own expense, or may be represented by any other person they choose, and may bring witnesses. Materials presented by the displaced entity and all other pertinent information will be considered by the Housing Authority in making the decision.

A written decision will be issued within 30 days of the close of the hearing describing the basis for the determination, and will be the final decision of the Housing Authority. The entity will be advised that it may request an administrative review by the local HUD field office or by judicial review if the entity is not satisfied with the panel's decision.

#### **4.3 *Return Right appeals***

A resident may be found to be ineligible to use their Return Right to lease Replacement Housing based on HUD proscribed criminal activity (described in 3.13 above) while in relocation housing. If such a resident is found ineligible, the Housing Authority will inform the resident in writing and state the reason(s) for their ineligibility.

If a resident is found to be ineligible due to eviction with a writ of restitution from private, unsubsidized housing (including housing rented through a Voucher), the notification will

include a description of an appeal process that is consistent with Seattle Housing Authority's Manual of Operations, L12.9-1, as may be amended.

The manual describes a grievance hearing procedure to review ineligibility due to eviction from private housing that is normally reserved for residents of federally-subsidized public housing operated by the Seattle Housing Authority. This grievance hearing procedure will be used as the appeals process for Return Rights. The process for Return Right appeals allows a relocated Yesler Terrace resident who is no longer living in public housing access to the same grievance procedures as would apply had relocation never occurred and they had remained a public housing resident.

## **5.0 Funding for relocation**

Seattle Housing will fund the full cost of relocation for Yesler Terrace residents. A budget will be created for each phase, based on the relocation expenses expected for both residents and businesses located in each phase.

### **Residential relocation expenses**

The budget will reflect moving costs based on the current Fixed Residential Moving Cost Schedule published in the Federal Register that applies during the time period of each phase. The moving company rates available to the Housing Authority are generally lower than the schedule, but the Housing Authority's past experience with relocating residents indicates that the majority of residents may select the fixed payment option.

Specific costs in the residential relocation portion of the budget include:

- Moving costs, including the cost of two moves for the number of families who are expected to return to Replacement Housing at Yesler Terrace.
- Reconnection of utilities, including telephone and cable and internet service.
- Assistance with security deposits for households renting in the private market. This expense is budgeted based on one month's rent at HUD's published Fair Market Rent for the Seattle area, according to bedroom configuration of the households anticipated to move to private market rentals.
- Costs for interim storage of household items for residents, if necessary. For example, washers and dryers owned by residents may be stored if they move off site to a unit that has no laundry hook-ups, until they can be installed in Replacement Housing.

### **Non-residential relocation expenses**

Specific costs in the non-residential relocation portion of the budget include:

- Moving and business re-establishment expenses for the non-residential relocation of businesses or non-profit organizations to be relocated.
- Moving and business re-establishment expenses for the relocation of home-based childcare businesses. This payment is based on average yearly net income in lieu of reimbursements for actual costs.

### **General administrative expenses**

Specific costs in the general administration portion of the budget include:

- Expenses for communication with residents, such as translation, interpretation, meeting room rental, and printing costs.
- Costs of creating and maintaining the relocation information hotline, including voice-over services in multiple languages, and translation of updates into multiple languages for the website.



- The salary (including benefits) of the full time relocation coordinator managing the relocation process, and any expected use of contractors.
- Provision of relocation counseling, mobility counseling and assistance in locating housing.
- Transportation costs to assist residents in viewing housing options.
- General office expenses.
- Costs of a private security company contract to patrol the vacant units after they are empty during the relocation process.

## **6.0 Recordkeeping and reporting**

The agency will make every effort to track and stay connected with residents who have lived at Yesler Terrace as of the first CNI application on December 6, 2010 and who were relocated during the project. This information will be useful to ensure that residents receive proper consideration for relocation benefits. Data will also indicate the degree to which progress is achieved toward the socio-economic goals of the CNI Transformation Plan.

### **6.1 Tracking of residents and notices**

The tracking of residents started with the first Choice Neighborhoods Initiative application in 2010. It will continue for at least five years after all residents are relocated from Yesler Terrace. The cohort of households who resided at Yesler Terrace as of July 2, 2012 will be tracked in more depth, as these households were vested with the Right to Return to Yesler Terrace. The Housing Authority will track them as long as it takes in order to inform them of when replacement units are available.

In 2012, the Housing Authority implemented a new property management software platform, called Yardi Voyager. This software will facilitate long-term tracking of relocated households. Residents who use Tenant Protection Vouchers will similarly be tracked with the management software, Emphasys Elite, used in the Housing Choice Voucher program.

A dedicated, robust relocation tracking software application is being developed by the Housing Authority's information technology department to integrate data points from the Housing Authority's other tracking and recording-keeping activities. This system is under development in early 2013. A list of the data fields being tracked is included in Appendix 7.

### **Choice Neighborhoods Initiative tracking – opportunity areas**

The Choice Neighborhoods Initiative grants require significant reporting of metrics regarding resident demographics, relocation destinations, socio-economic factors, community characteristics and other factors. These data will be gathered from reports the Housing Authority regularly submits to HUD, as well as through separate data collection efforts. The Cooperative Agreement specifies quarterly and annual reports to the City of Seattle Office of Housing on socio-economic outcomes for relocated households, as well as progress towards housing production goals.

Specific data include the number and percent by household type of households that move to lower-poverty and higher-opportunity neighborhoods. The Housing Authority is currently using opportunity area ratings from the Kirwan Institute in implementing its Strategic Plan and for reporting to HUD. This will continue for Yesler Terrace tracking.

The factors that describe opportunity areas in the Kirwan Institute's methodology include school conditions, employment conditions and housing conditions. School rating information from the Washington Office of the State Superintendent of Education, concentration of public assistance recipients and labor force participation rates from the

federal Department of Labor, and information about foreclosures and subsidized housing density from HUD comprise data for the opportunity ratings. In addition, access to community amenities such as parks, and proximity to toxic sites such as Superfund sites describe neighborhood quality. If the Kirwan Institute data are unavailable for areas to which residents relocate, or if the Kirwan Institute data become unavailable in the future, tracking will proceed with comparable data obtained directly from the sources named above, or similar sources.

### **Notices to update residents as new buildings come online**

The Housing Authority will send out periodic updates to displaced households who are living off site, to inform them when new buildings come online within the Yesler Terrace redevelopment. This will make it possible for them to take advantage of their Return Rights well into the future. If residents leave subsidized housing and their addresses are no longer included in the agency's property management systems, the identifying records of all household members will remain flagged as participants in Yesler Terrace relocation efforts and they will continue to be tracked. If they later contact the Housing Authority to take advantage of their Return Rights, their information will remain available and their return rights will be honored.

### **Data regarding education**

As part of the relocation tracking efforts, families who relocate with school-aged children will be queried about their school choices and educational achievement levels for purposes of educational tracking. This is additional information the Housing Authority does not usually gather.

Data is important for analysis but also to ensure that residents have the information they need to successfully relocate and come back to Yesler Terrace, if or when they decide to come back. The Housing Authority will take steps to keep track of residents throughout the relocation process, which may take decades from initial move out to return to Yesler Terrace, depending on the choices the family makes.

## **6.2 Recordkeeping and tracking of notices**

Copies of notices as described in Section 5.1 will be kept in each household's relocation files. Copies of relocation advisory notes, offers of relocation assistance, claims forms, appeals, agency determinations, and other documents relating to the household's move will be kept in secure tenant files as well. The relocation tracking system will allow these documents to be stored electronically and tracked over time.

## **6.3 Reporting**

The Housing Authority will provide regular reports on the status of implementation of the Relocation Plan. The reports will go to the City of Seattle, as described in the Cooperative Agreement. The CNI grants also require regular reporting to HUD.

Quarterly reports will be provided to the City's Human Services Department and the Office of Housing on the status of implementation of the Relocation Plan and any related activities. Reports will be provided 45 days after the end of each calendar quarter for each year until the completion and occupancy of all 561 units of Replacement Housing.

These reports will demonstrate compliance with the terms of Article 4 of the Cooperative Agreement. The reports will include the status of notifications about relocation provided to residents and the status of relocation counseling of residents. The reports will provide details about the number of residents being relocated, the housing relocation options they select, and the financial assistance and other relocation assistance provided by Seattle Housing.

The number and outcome of resident appeals and other information required by the City of Seattle's Human Services Division and the Office of Housing will be included in the quarterly reports. The reports will include information on any evictions during the prior quarter from public housing units located within Yesler Terrace, including existing and Replacement Housing units, or from other units to which residents were relocated due to redevelopment. The number and the reasons for these evictions will be included.

## 7.0 Conclusion

This plan is intended to guide both Yesler Terrace residents and Seattle Housing Authority staff through the challenging process of relocating residents as the redevelopment of Yesler Terrace proceeds. The detailed nature of the plan is intended to take into account the difficult and complex process of relocation and return to Yesler Terrace for the highly diverse residents it affects.

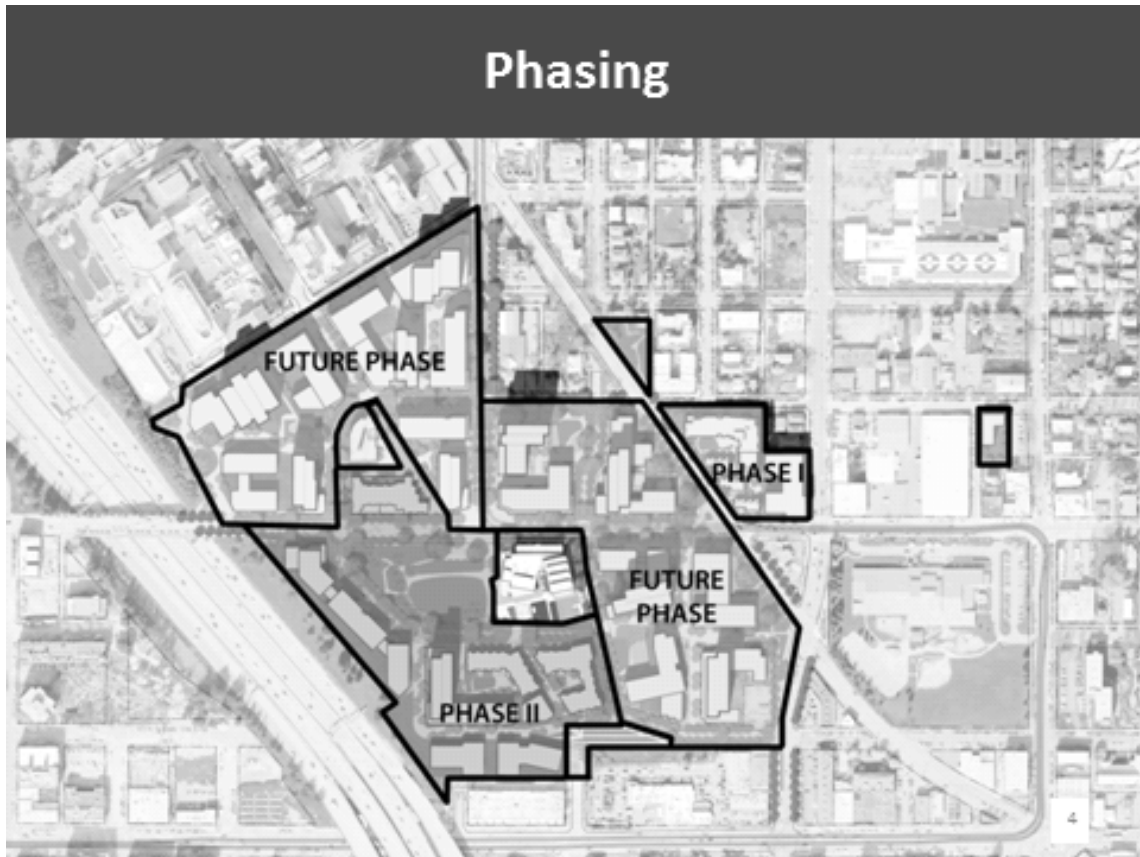
For assistance in understanding the plan, the following Seattle Housing Authority staff members are available to answer questions and provide further explanation:

<b>Staff member</b>	<b>Position</b>	<b>Phone</b>	<b>E-mail</b>
Cindy Sribhibhadh	Property Management Administrator	(206) 615-3302	csribhibhadh@seattlehousing.org
Sven Koehler	Relocation Coordinator	(206) 239-1755	skoehler@seattlehousing.org

## **Appendix 1**

### ***Description of Phase 1***

Yesler Terrace's first phase of redevelopment is located as outlined with a dotted white line on the Phasing map below. A snapshot of the existing community and the activities planned during redevelopment are described below.



#### ***Community Snapshot, Phase 1***

The area affected by Phase 1 of the redevelopment includes only non-residential uses. Since April 1, 2001, the Housing Authority has leased 40 former housing units on the Yesler Terrace property east of Boren Avenue for use as a homeless shelter.

Initially, these 40 units were leased to Seattle Emergency Housing Service, then in 2004 to the YWCA to operate their Extended Emergency Shelter program. Thirty-two former housing units served as temporary shelter for families participating in this program. In addition to the shelter units where families stayed, eight units were converted to offices and other space for program administration.

The program was designed for families to stay at the shelter for less than 12 months, while receiving services in order to move on to transitional housing or permanent housing elsewhere. All 40 units were considered non-residential units according to HUD's definition of a "dwelling." The facility was relocated under the non-residential relocation

procedures of the URA. The Seattle Housing Authority entered into a Memorandum of Understanding with the YWCA on May 26, 2012 to complete the relocation of the program to a different site owned by SHA in south Seattle. The relocation included a build out of new office space and remodel of apartments to accommodate the needs of the shelter program. Participants in the program were provided with relocation notices, including a GIN, Move-In Notices to participants who arrived at the shelter after the GIN was issued, and a Notice of Displacement prior to the move date. The participants were provided with free moving services to the new location in December, 2012.

No existing Yesler Terrace low income public housing residents were directly affected by demolition and construction activities in Phase 1.

### ***Activities in Phase 1***

Phase 1 of redevelopment commenced in 2012 and is scheduled to be completed in 2016. Here is a summary of Phase 1 activities, followed by additional details:

- Relocation of the YWCA's shelter to an off-site property owned by the Housing Authority.
- Demolition of the units formerly rented to the YWCA for its Extended Emergency Shelter.
- Rehabilitation of the Baldwin Apartments, yielding 15 one-bedroom units of Replacement Housing for those earning 30 percent or less of Area Median Income (AMI).
- Construction of 103 housing units at 1105 East Fir, producing 83 units of Replacement Housing for households with incomes at 30 percent or less of AMI, plus 20 units for those with incomes below 60 percent AMI.
- Construction of approximately 125 market-rate units at 12<sup>th</sup> and Yesler Way, the site being developed by Spectrum Development Solutions. Twenty five percent of these units will be provided for households with incomes below the 80 percent AMI level.
- Approximately 3,000 square feet of commercial space will be included on the ground floor of the 12<sup>th</sup> and Yesler building. This will diversify land use at Yesler Terrace beyond the almost purely residential use that currently exists.
- Improvements to Horiuchi Park, including the addition of P-Patch garden plots.
- Construction of the Little Saigon Hillclimb.
- Complete rehabilitation and repurposing of the Yesler Steam Plant facility to include early learning and job training programs.
- Relocation services for agencies that will occupy the repurposed Steam Plant facility or other spaces in the Epstein Building at Yesler Terrace.

The newly constructed buildings will vastly improve the quality of housing available for residents. They will be more energy efficient and physically more accessible, and will incorporate additional design amenities. The buildings will be served by elevators and contain units suitable for those with mobility impairments. They will also meet green building certification.

The creation of Yesler Terrace’s first mixed-income community begins in Phase 1 with the Spectrum Development Solutions building on the corner of 12th and Yesler Way. The building will include market-rate units and units for those earning up to 80 percent AMI. This workforce housing is intended to serve nurses working at nearby hospitals, teachers, policemen, firemen, civil servants and others working in downtown Seattle.

Construction of the new Little Saigon Hillclimb will provide an improved connection to the retail core at Jackson Street. This diverse shopping area is currently isolated by steep topography and the lack of direct access. The new connection will make it possible for Yesler residents to more easily access groceries and other retail goods and services offered by Little Saigon’s merchants.

### ***Housing to be demolished in Phase 1***

The area covered by Phase 1 of the redevelopment includes 40 housing units on the Yesler Terrace property East of Boren Avenue that have been used as a homeless shelter. These units have all been considered non-residential units for agency use according to HUD’s definition of a “dwelling.” They continue to receive HUD subsidies and will be replaced along with Yesler Terrace’s other housing units.

#### **Phase 1 units to be demolished**

<b>Unit size</b>	<b>Total units</b>	<b>Occupied units</b>	<b>Total bedrooms</b>	<b>Accessible units</b>
1 Bedroom	20	0	20	0
2 Bedroom	15	0	30	0
3 Bedroom	5	0	15	0
	<b>40</b>	<b>0</b>	<b>65</b>	<b>0</b>

### ***Housing to be constructed in Phase 1***

The new construction at 1105 East Fir will provide a total of 103 apartments and townhomes. The mix includes one-, two-, three-, and four-bedroom apartments. Eighty-three units will serve as Replacement Housing for households with incomes at 30 percent or less of AMI and 20 units will be available to those at the 60 percent AMI level.

The 12<sup>th</sup> and Yesler project will provide approximately 125 apartments with roughly 3,000 square feet of commercial space on the ground floor. The market-rate apartment mix will include studio, one-, and two-bedroom apartments; 25 percent of the units will be available to those with incomes at the 80 percent AMI level or less. The Baldwin Apartments is an existing three-story brick building at East Fir and 14<sup>th</sup> Ave. East. The building, vacant for several years due to its deteriorated condition, will be completely renovated. Its 31 tiny



studio units will be transformed into 15 one-bedroom units. An elevator will be added to the building, making all the units accessible by wheelchair. The renovation project will begin in early 2013, and is scheduled to be completed in late 2013. These 15 units will be the first public housing Replacement Units available at Yesler Terrace.

### Housing to be constructed in Phase 1- 243 new units

<b>Building</b>	<b>Bedroom configuration</b>	<b>Replacement Housing (under 30% AMI)</b>	<b>Below-market housing (60 % AMI level)</b>	<b>Workforce housing (80% AMI level)</b>	<b>Market-rate Housing</b>
1105 E. Fir - (103 units)	1 bedroom	39	14	-	-
	2 bedroom	35	2	-	-
	3 bedroom	5	2	-	-
	4 bedroom	4	2	-	-
	<b>Total</b>	<b>83</b>	<b>20</b>	-	-
The Baldwin (15 units)	1 bedroom	<b>15</b>	-	-	-
12 <sup>th</sup> & Yesler (120 units)	Mix of 1 & 2 bedroom (to be determined)	-	-	<b>30</b>	<b>95</b>
<b>TOTAL 243 units</b>		<b>98</b>	<b>20</b>	<b>30</b>	<b>95</b>

## **Appendix 2**

### ***Description of Phase 2***

Yesler Terrace is among Seattle's most diverse and economically challenged neighborhoods, as shown by racial composition, income and language data below. The existing public housing community at Yesler Terrace is home to over 1,200 residents living in more than 500 apartments. Currently 219 residents live in 112 units in Phase 2, which is part of the redevelopment project that is the initial focus of this Relocation Plan.

Initial planning for Phase 2 included 219 residents living in 112 units, and those initial residents and efforts to assist them with relocation are described in the first portion of Appendix 2. However, as planning for Phase 2 progressed, Seattle Housing expanded the scope of the phase slightly to include an additional 29 residents living in 18 units of housing. In order to minimize inconvenience caused by demolition and construction immediately adjacent to their homes, Seattle Housing Authority is giving them the option to relocate earlier than initially planned.

The residents in this expansion of Phase 2 and efforts to assist them with relocation are described beginning on page 48 of this appendix.

## *Description of Phase 2 (as initially planned)*



### ***Community Snapshot, Phase 2***

A total of 219 residents of Yesler Terrace will be affected by demolition of the 121 public housing units in Phase 2 of the redevelopment. This Relocation Plan covers their relocation prior to demolition, expected in 2014.

Of the 121 units in Phase 2, nine housing units were vacant as of December 14, 2012. The 112 remaining occupied units range in size from studios to four-bedrooms, and are occupied by households ranging in size from one person to families of nine people (see chart below).

About half of the 219 residents in Phase 2 are adults living alone, mostly in households with elderly or disabled family members. About a fifth of all the households are families with school-aged children. When it is time to move, the households will be offered relocation housing or Replacement Housing to match the current bedroom eligibility based on the household size at the time they move.

**Resident demographic profile-** Resident household sizes and unit sizes in Phase 2

Size of original Yesler Terrace unit	Units	Family size	Number of families	Families with elderly residents (includes all families with a resident over 62)	Families with disabled residents (only residents under 62)	Other families (no elderly or disabled residents)	Families with school-aged children	Size of future relocation housing*	Units
Studio	14	one person	13	13			0	Studio	14
		two people	1	1			0		
One bedroom	60	one person	57	29	23	5	0	One bedroom	60
		two people	3	3			0		
Two bedroom	26	two people	13	4	2	7	3	Two bedroom	25
		three people	8		1	7	5		
		four people	4		1	3	4		
		five people	1			1	1	Three bedroom	8
Three bedroom	9	three people	2		1	1	0	Three bedroom	8
		four people	2		1	1	2		
		five people	3		1	2	3		
		six people	1			1	1		
		nine people	1			1	1	Five bedroom	4
Four bedroom	3	eight people	1			1	1	Four bedroom	3
		nine people	2			2	2		
<b>total # of families (occupied units)</b>	<b>112</b>	<b>total # of residents</b>	<b>219</b>	# of households of each category			23	<b>total # of relocation units</b>	<b>112</b>
				50	30	32			

\*based on the number of bedrooms the household qualifies for in Public Housing. The Housing Choice Voucher program may allow more bedrooms depending on the family composition.

Yearly income certifications reveal that Yesler Terrace residents often rely on fixed incomes, and income levels are extremely low. The relocation plan takes into consideration the financial implications of relocation for those with low incomes

- Compared to Seattle’s Area Median Income (AMI) across all household sizes in Phase 2, more than 95 percent of households fall below 30 percent AMI.
- Only 5 percent reach the 40 percent AMI level, and less than 3 percent reach the 50 percent AMI level. No households have an income over the 60 percent AMI level.
- The average reported yearly income for the 112 households in Phase 2 is \$11,096, and the range is from \$600 to \$39,254.

**Resident demographic profile - by yearly income levels in Phase 2**

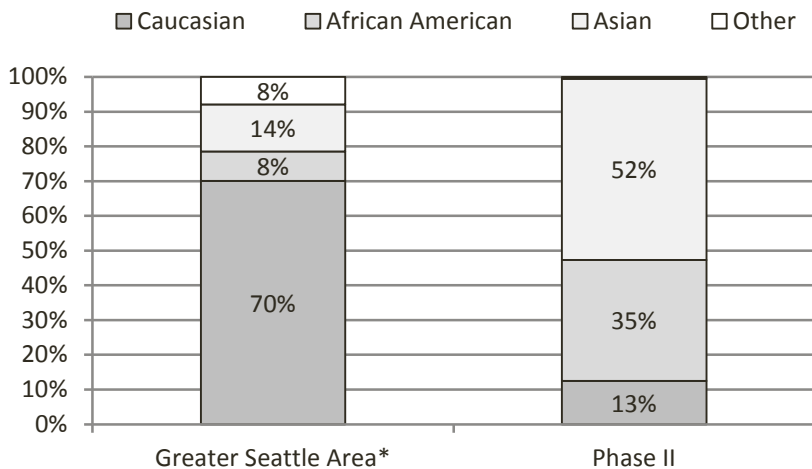
(Income of Households living in Phase 2 in December 2012 as a percent of Area Median Income for Seattle as published by HUD, 11/30/12)

<b>Household size</b>	<b>Total number of households</b>	<b>30% AMI</b>	<b>Households at 30% AMI or below</b>	<b>50% AMI</b>	<b>Households between 50% AMI and 30% AMI</b>
1 person	70	\$17,700	66	\$29,450	4
2 person	16	\$20,200	16	\$33,650	0
3 person	11	\$22,750	10	\$37,850	1
4 person	6	\$25,250	4	\$42,050	2
5 person	4	\$27,300	4	\$45,450	0
6 person	1	\$29,300	1	\$48,800	0
7 person	0	\$31,350	0	\$52,150	0
8 person	2	\$33,350	2	\$55,550	0
9 person	2	\$35,350	2	\$58,870	0
Total	112		105		7

The relocation plan also takes into account the diverse nature of Yesler Terrace. A survey in August 2012 revealed that residents at Yesler Terrace speak 19 languages other than English as their primary language. In Phase 2, residents speak 11 languages other than English. Many residents are first generation immigrants.

The racial diversity at Yesler Terrace includes a much higher percentage of people of color than in Seattle as a whole.

**Resident demographic profile- by race in Phase 2**



\*Source- 2011 Greater Seattle Data Sheet, City of Seattle Office of Intergovernmental Relations

**Relocation Activities in Phase 2**

Since submission of the second CNI grant application in April 2012, no new households have moved into housing that will be affected by Phase 2 of redevelopment.

No temporary relocation (relocation for less than one year) is foreseen for Phase 2. If it becomes necessary, a Notice of Non-Displacement that describes the temporary relocation details, including their rights and conditions of the temporary move, will be provided to households who will be temporarily relocated.

**Relocation Budget for Phase 2**

**Residential relocation expenses**

The budget below reflects an estimate of moving costs based on the actual bedroom sizes of the 112 currently occupied Yesler Terrace apartments in Phase 2. The moving costs are based on the current Fixed Residential Moving Cost Schedule (see Appendix 5.)

Specific costs in the residential relocation portion of the budget include:

- Moving costs, including the cost of two moves for the number of families who are expected to return to Replacement Housing at Yesler Terrace.
- Reconnection of utilities, including telephone and cable and internet service.
- Security deposits assistance for households renting in the private market. This expense is budgeted based on 50 households using one month's rent at HUD's published Fair Market Rent for the Seattle area, according to bedroom configuration of the households anticipated to move to private market rentals.
- Costs for interim storage of household items for residents, if necessary. For example, washers and dryers owned by residents may be stored if they move off site to a unit that has no laundry hook-ups, until they can be installed in Replacement Housing at 1105 East Fir Street.

### **Non-residential relocation expenses**

Specific costs in the non-residential relocation portion of the budget include:

- Moving and business re-establishment expenses for the non-residential relocation of three non-profit organizations to be relocated.
- Moving and business re-establishment expenses for the relocation of the seven home-based childcare businesses in Phase 2. This is based on payment based on their average yearly net income in lieu of reimbursements for actual costs.

### **Relocation budget**

A budget has been prepared to cover relocation expenses for Phase 2, as follows:

Residential relocation expenses	\$300,000
Non-residential relocation expenses	\$160,000
General administrative expenses	\$150,000
<b>Total</b>	<b>\$610,000</b>

### ***Phase 2 resident relocation preferences***

The preferences of the Phase 2 households have been recorded from the results of interviews described in Section 3.1, "Determining resident preferences for relocation options." Initial resident interviews were conducted in the third quarter of 2012.

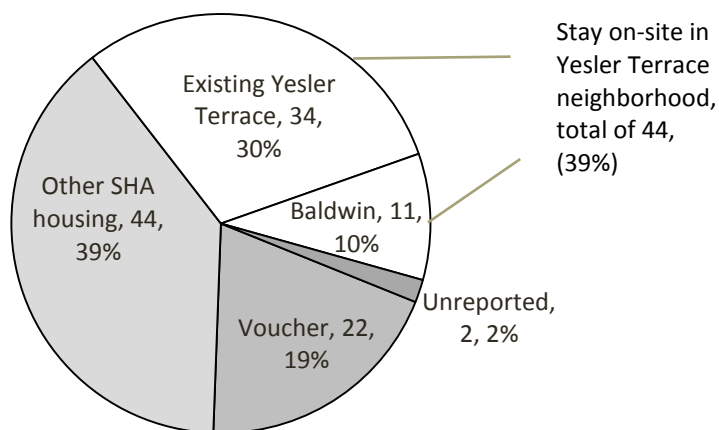
In these interviews, staff counseled residents about relocation benefits and resident rights, and asked residents to identify their specific preferences for relocation housing. Residents were encouraged to consider factors such as proximity to friends and family, jobs, schools, cultural institutions, medical facilities or desired neighborhoods within Seattle or elsewhere. Residents were also encouraged to consider the personal impact of moving.

They were asked if they prefer to rent from a private landlord or stay in public housing. Residents were counseled that they could change their initial preferences, and that they have the opportunity to consider their preferences for at least six weeks after the first counseling session before they must make a final decision about relocation.

The breakdown of resident relocation preferences is as follows:

- 39 percent of households prefer to remain at Yesler Terrace or nearby during construction (33 households prefer to move on-site to units that will be redeveloped later, plus 11 households want to move directly to the Baldwin Apartments).
- 41 percent of households (46 households) prefer to move to other housing owned by Seattle Housing Authority.
- 20 percent (22 households) prefer to use a Housing Choice Voucher.

### Resident relocation preferences - Phase 2

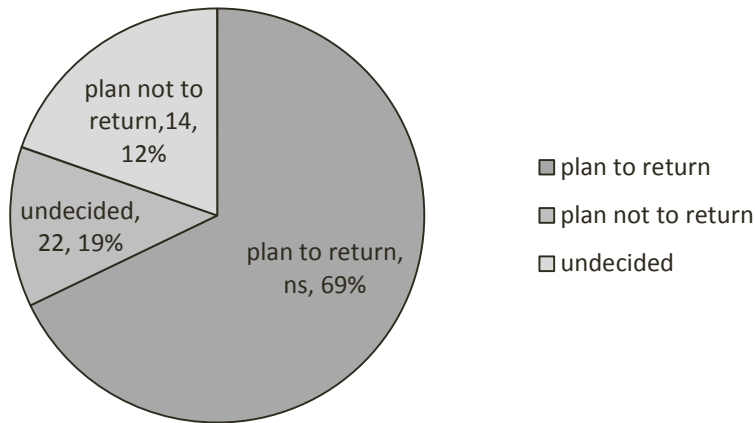


Residents were asked if they plan on returning to the redeveloped Yesler Terrace. A majority expressed interest in moving back to the redeveloped community:

- 69 percent (76 households) expressed a desire to move back to Yesler Terrace.
- 12 percent (14 households) felt they would like to remain in a location other than Yesler Terrace.
- 19 percent (22 households) were undecided.



## Resident preference to return to redeveloped Yesler Terrace - Phase 2



### ***Phase 2 non-residential relocation***

There are currently seven home-based childcare businesses in Phase 2 that may be displaced during the redevelopment of Yesler Terrace. Residents who run daycare businesses will choose relocation options and compatible benefits for both their families and their businesses.

Three nonprofit organizations operate within the area covered by Phase 2 of the redevelopment. The organizations are:

- Neighborhood House, a community agency that provides services to low-income residents, including Head Start, Family Support Services, and other programs.
- Catholic Community Services' Youth Tutoring Program that provides tutoring services for neighborhood youth.
- P-Patch, a community gardening program of the City of Seattle that provides garden space and related programming.

Catholic Community Services' Youth Tutoring Program and Neighborhood House's Head Start program will operate from the repurposed Steam Plant. (See Appendix 1 for additional information on the Steam Plant). The Housing Authority is working with Neighborhood House to transfer their other offices on site at Yesler Terrace. The P-Patch itself does not have offices at Yesler Terrace. The garden plots will be relocated to Horiuchi Park. Creation of new garden plots will take place as part of Phase 1.

All businesses and organizations in Phase 2 of the Yesler Terrace redevelopment received General Information Notices in 2012 and will receive Notices of Eligibility and information about relocation benefits at the appropriate notification point.

## ***Redevelopment Activities in Phase 2***

After the relocation of Yesler Terrace residents from the housing in the project area and of businesses from other structures, the physical activities of redevelopment will commence in January 2014. The work is scheduled to be completed in September 2019.

Summary of redevelopment activities:

- Relocation of Yesler Terrace residents.
- Relocation of program space of two nonprofit organizations currently occupying the Yesler Terrace community building: Catholic Community Services' Youth Tutoring Program and Neighborhood House programs, including the Head Start program.
- Demolition of 121 housing units.
- Demolition of the former Yesler Terrace community building (replaced with the new Yesler Community Center in 2005) and the current Head Start building.
- Construction of approximately 174 units of new housing, located in two mid-rise buildings, 60 percent of which will be replacement units.
- Construction of a new 1.75-acre neighborhood park, in partnership with the City's Department of Parks and Recreation.
- Construction of new infrastructure in the southwest area of the site.
- Continuation of the pedestrian connection from Main Street to the neighborhood park.
- A financial contribution from Seattle Housing Authority toward the rehabilitation of Washington Hall, a civic resource in the neighborhood.
- Construction of South Washington Street in Yesler Terrace.

## ***Housing to be demolished in Phase 2***

The housing at Yesler Terrace does not meet the needs of modern day families, nor does it meet current accessibility standards. Residents with mobility issues face a challenging landscape at Yesler Terrace. The site's hilly topography makes its sidewalks and streets difficult to navigate. Not one currently existing housing unit is considered accessible under the Americans with Disabilities Act (ADA) or the Uniform Federal Accessibility Standards (UFAS.)

In the two areas to be demolished, there are 15 buildings of housing, Yesler Terrace's old community center, and Neighborhood House's Head Start building. Within the 15 buildings of housing are the 121 units (178 bedrooms.) As of December 4, 2012, only 112 of the 121 units were occupied, housing a total of 222 residents. These 222 residents will be engaged in the first round of residential relocation in the project.

## Phase 2 units to be demolished

Unit configuration	Total units	Occupied units	Total bedrooms	Accessible units
Studio	14	14	14	0
1-bedroom	64	60	64	0
2 -bedroom	31	26	62	0
3-bedroom	9	9	27	0
4 -bedroom	3	3	12	0
Total	<b>121</b>	<b>112</b>	<b>179</b>	<b>0</b>

## ***Housing to be constructed in Phase 2***

In the areas where existing Yesler Terrace units are demolished in Phase 2, the Housing Authority will construct two new mid-rise buildings that will provide approximately 174 new units of housing. Architectural plans and a precise construction schedule for these units have not been finalized. Sixty percent of the units will be Replacement Housing available to residents with incomes under 30 percent AMI.

One of the new mid-rise buildings will be developed on property owned by Seattle Housing along the new South Washington Street, adjacent to the new neighborhood park. The second mid-rise will be built on Housing Authority property just north of Yesler Way, adjacent to the Steam Plant.

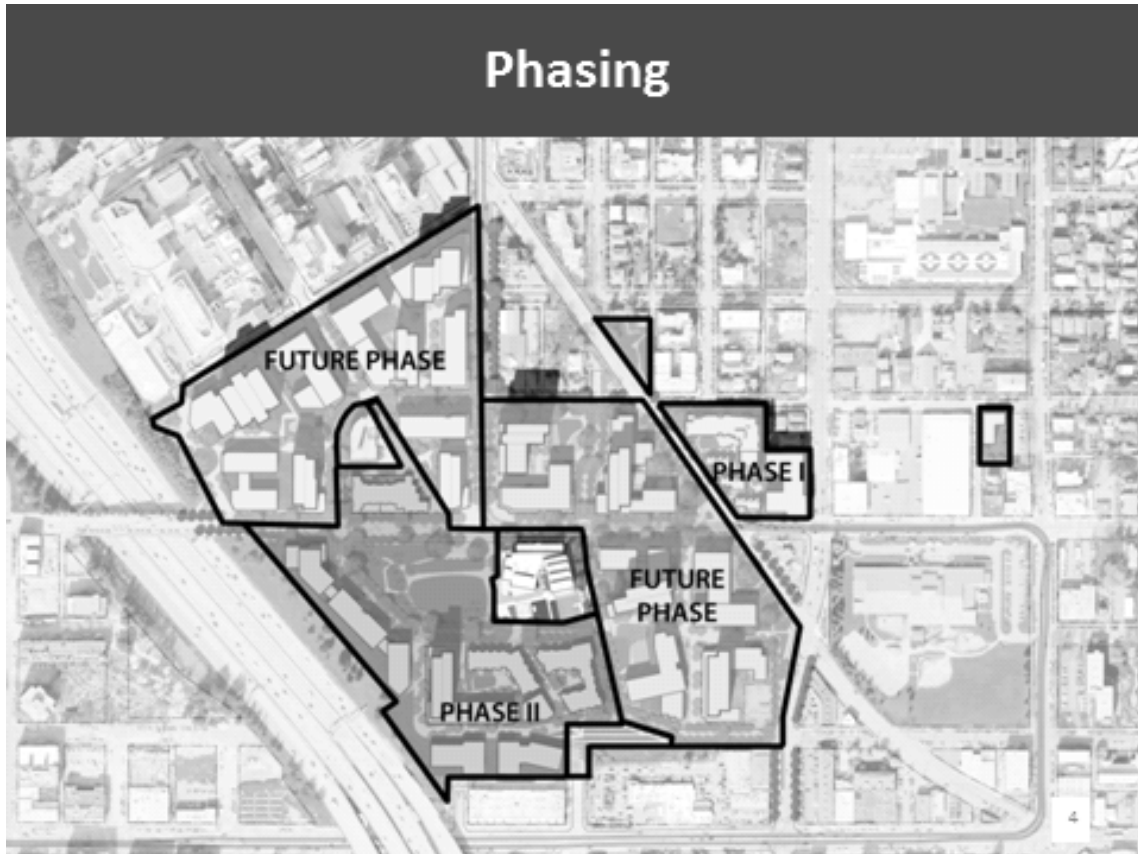
## **Priority for occupancy of Replacement Housing to be constructed in Phase 2**

Priority for occupancy of Replacement Housing at redeveloped Yesler Terrace during Phase 2 will go to those who moved from Yesler Terrace first. This policy of “first off, first back” serves to reduce the total amount of time residents must live away from Yesler Terrace before returning to a Replacement Housing unit if they choose. Many families who relocate from Yesler Terrace first in 2013 could have an opportunity to return to Yesler Terrace by late 2014 with the completion of Replacement Housing at 1105 East Fir Street.



## ***Description of Phase 2 Expansion***

In addition to the 121 housing units originally identified for demolition in Phase 2, 18 units of housing were subsequently identified for demolition as well. Expansion of the Phase 2 area is intended to minimize disruption to Yesler Terrace residents living adjacent to Phase 2 construction and to provide for construction lay-down space.



### ***Community Snapshot, Phase 2 Expansion***

A total of 29 residents of Yesler Terrace will be affected by demolition of the 18 public housing units in the Phase 2 Expansion area. This appendix of the Relocation Plan covers their relocation prior to demolition, expected to be in 2014.

Residents of the Phase 2 Expansion area were given a letter on March 11, 2013 with 18 month advance notice of the deadline for them to relocate. Of the 18 units in the Phase 2 Expansion area, two housing units were vacant. The 16 remaining occupied units range in size from studios to four-bedrooms, and are occupied by households ranging in size from one person to families of seven people (see chart below).

More than half of the households in the Phase 2 Expansion area are adults living alone, with the majority of those being over 62 years old. More than a third of the total 29 residents are elderly. A fourth of the households are families with school-aged children.

When it is time to move, the households will be offered relocation housing or Replacement Housing to match the bedroom eligibility based on the household size at the time they move.

**Resident demographic profile-** Resident household sizes and unit sizes in the Phase 2 Expansion area

of I Yesler Terrace unit	Units	Family size	Number of families	Families with elderly residents (includes all families with a resident over 62)	Families with disabled residents (only residents under 62)	Other families (no elderly or disabled residents)	Families with school-aged children	Size of future relocation housing	Units
Studio	4	one person	4	3		1	0	Studio	4
One bedroom	6	one person	6	5	0	1	0	One bedroom	6
Two bedroom	5	two people	4	3	0	1	2	Two bedroom	5
		four people	1			1	1		
Four bedroom	1	seven people	1			1	1	Four bedroom	1
<b>total # of families (occupied units)</b>	<b>16</b>	<b>total # of residents</b>	<b>29</b>	# of households of each category				<b>total # of relocation units</b>	<b>16</b>
				11	0	5	4		

Yearly income certifications show that many Yesler Terrace residents have fixed incomes, and income levels are generally extremely low. The relocation plan takes into consideration the financial implications of relocation for those low incomes.

- Compared to Seattle’s Area Median Income (AMI) across all household sizes in the Phase 2 Expansion area, almost 90 percent of households fall below 30 percent AMI, considered “extremely low income” by HUD.
- Only 2 households had an income above 30 percent AMI. Both households had an income between 50% AMI (“very low income”) and 80% AMI (“low income.”)
- The average reported yearly income for the 16 households in the Phase 2 Expansion area is \$8,701 and the range is from \$2,364 to \$44,263.

**Resident demographic profile-** by yearly income levels in Phase 2 Expansion area

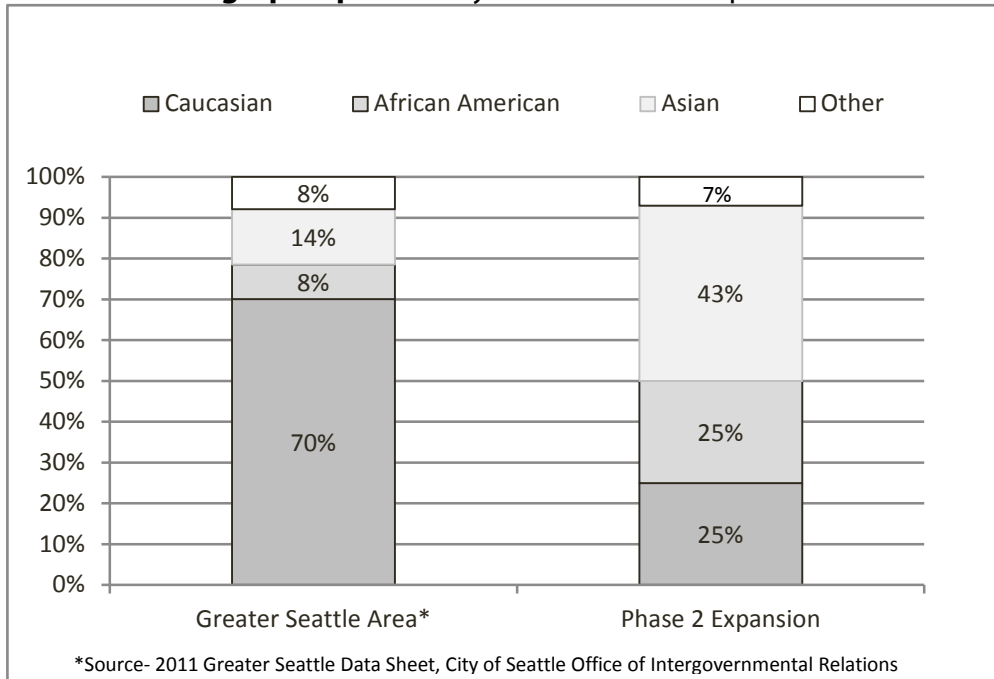
(Income of Households living in the Phase 2 Expansion area in March 2013 as a percent of Area Median Income (AMI) for Seattle, most recent published data by HUD, 11/30/12)

<b>Household size</b>	<b>Total number of households</b>	<b>30% AMI (Extremely Low Income)</b>	<b>Households at 30% AMI or below</b>	<b>80% AMI (Low Income Limit)</b>	<b>Households between 80% AMI and 30% AMI</b>
1 person	10	\$17,700	9	\$38,850	1
2 person	4	\$20,200	3	\$44,440	1
4 person	1	\$25,250	1	\$55,500	0
7 person	1	\$31,350	1	\$68,850	0
<b>Total</b>	<b>16</b>		<b>14</b>		<b>2</b>

The relocation plan takes into account the diverse language needs of Yesler Terrace residents. A survey in August 2012 revealed that residents at Yesler Terrace speak 19 languages other than English as their primary language. In the Phase 2 Expansion area, residents speak 5 languages other than English: Amharic, Khmer, Somali, Tigrinya and Vietnamese. Interpretation services were provided for these households during relocation meetings. Many residents are first generation immigrants.

The racial diversity at Yesler Terrace includes a much higher percentage of people of color than in Seattle as a whole (see chart below).

**Resident demographic profile - by race in Phase 2 Expansion area**



***Relocation Activities in the Phase 2 Expansion area***

As of the date of the writing of this Plan, all residents are evaluating their relocation options, but none have moved from the site. One member of a two-person household voluntarily removed himself from the lease to move in with other family members outside of Seattle. Since submission of the second CNI grant application in April 2012, no new households have moved into the units affected by the Phase 2 Expansion.

The residents in the Phase 2 Expansion area will have the same relocation options as residents in the rest of Phase 2. These options are described in Section 3.12.

No temporary relocation (relocation for less than one year) is foreseen for households in the Phase 2 Expansion area. If it becomes necessary, a Notice of Non-Displacement that describes the temporary relocation details, including their rights and conditions of the temporary move, will be provided to households who will be temporarily relocated.

***Relocation Budget for the Phase 2 Expansion area***

**Residential relocation expenses**

The budget below reflects an estimate of moving costs based on the actual bedroom sizes of the 16 currently occupied Yesler Terrace apartments in the Phase 2 Expansion area. The moving costs are based on the current Fixed Residential Moving Cost Schedule (see Appendix 5.)



Specific costs in the residential relocation portion of the budget include:

- Moving costs, including the cost of two moves for the number of families who are expected to return to Replacement Housing at Yesler Terrace.
- Reconnection of utilities, including telephone and cable and internet service.
- Security deposit assistance for households renting in the private market has already been calculated in the Phase 2 budget. The same Tenant Protection Vouchers will be available to residents in the Phase 2 Expansion area. This expense is budgeted based on 50 households using one month's rent as deposit, at HUD's published Fair Market Rent for the Seattle area, according to bedroom size of the households anticipated to move to private market rentals.
- Costs for interim storage of household items for residents, if necessary.

### **Non-residential relocation expenses**

Specific costs in the non-residential relocation portion of the budget include:

- Moving and business re-establishment expenses for the relocation of the two home-based childcare businesses in the Phase 2 Expansion area. This is based on payment calculated by their average yearly net income in lieu of reimbursements for actual costs.

### **Relocation budget**

A budget has been prepared to cover relocation expenses for households in the Phase 2 Expansion area, as follows:

Residential relocation expenses	\$40,000
Non-residential relocation expenses	\$30,000
General administrative expenses	\$10,000
<b>Total</b>	<b>\$80,000</b>

### ***Phase 2 Expansion area resident relocation preferences***

The preferences of the Phase 2 Expansion area households have been recorded from the results of initial relocation interviews described in Section 3.1, "Determining resident preferences for relocation options." Initial resident interviews were conducted in March and April of 2013.

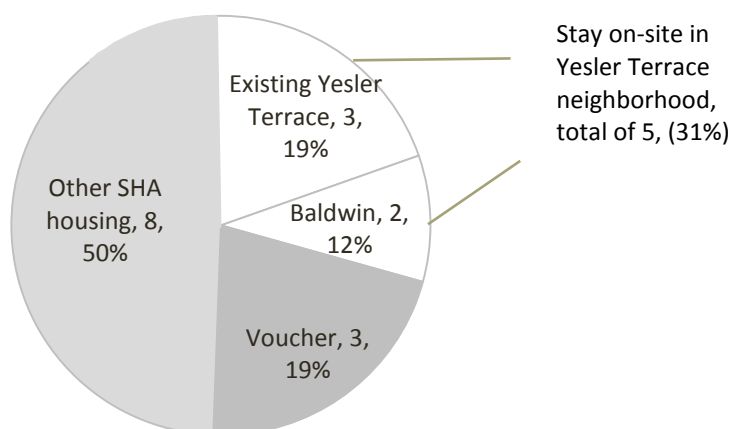
In these interviews, staff counseled residents about relocation benefits and resident rights and asked residents to identify their specific preferences for relocation housing. Residents were encouraged to consider factors such as proximity to friends and family, jobs, schools, cultural institutions, medical facilities or desired neighborhoods within Seattle or elsewhere. Residents were also encouraged to consider the personal impact of moving.

They were asked if they prefer to rent from a private landlord or stay in public housing. Residents were counseled that they could change their initial preferences and that they have the opportunity to consider their preferences for at least six weeks after the first counseling session before they must make a final decision about relocation.

The breakdown of resident relocation preferences in the Phase 2 Expansion area is as follows:

- 31 percent of households prefer to remain at Yesler Terrace or nearby during construction (3 households prefer to move on-site to units that will be redeveloped later, plus 2 households want to move directly to the Baldwin Apartments).
- 50 percent of households (8 households) prefer to move to other housing owned by Seattle Housing Authority.
- 19 percent (3 households) prefer to use a Tenant Protection Voucher, one by moving out of state.

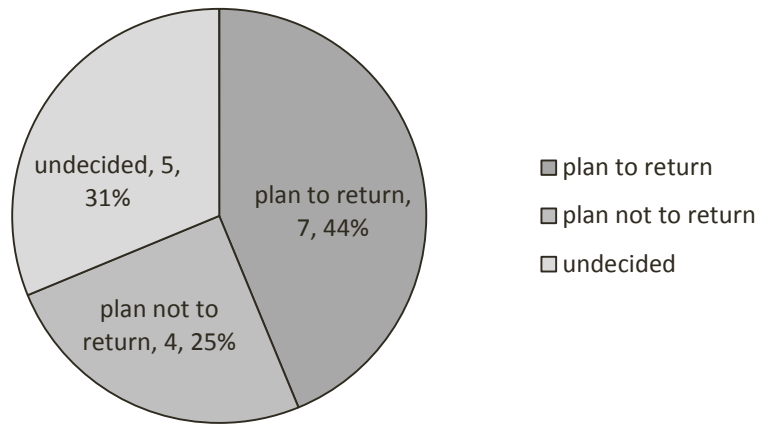
#### **Resident relocation preferences - Phase 2 Expansion area**



Residents were asked if they plan to return to live in the redeveloped Yesler Terrace. A majority expressed interest in moving back to the redeveloped community:

- 44 percent (7 households) expressed a desire to move back to Yesler Terrace.
- 25 percent (4 households) said they would like to remain in a location other than Yesler Terrace.
- 31 percent (5 households) were undecided.

## Resident preference to return to redeveloped Yesler Terrace - Phase 2 Expansion area



### ***Phase 2 Expansion area non-residential relocation***

There are currently two home-based childcare businesses in the Phase 2 Expansion area that may be displaced during the redevelopment of Yesler Terrace. Residents who run childcare businesses will choose relocation options and compatible benefits for both their families and their businesses. No other businesses operate in the Phase 2 Expansion area.

### ***Housing to be demolished in the Phase 2 Expansion area***

The housing at Yesler Terrace does not meet the needs of modern day families, nor does it meet current accessibility standards. Residents with mobility issues face a challenging landscape at Yesler Terrace. The site's hilly topography makes its sidewalks and streets difficult to navigate. Not one currently existing housing unit is considered accessible under the Americans with Disabilities Act (ADA) or the Uniform Federal Accessibility Standards (UFAS.)

In the area to be demolished in the Phase 2 Expansion area, there are 3 buildings. Within the 3 buildings are 18 units of housing with a total of 27 bedrooms. As of April 5, 2013, only 16 of the 18 units were occupied, housing a total of 29 residents (see chart below).

### **Phase 2 Expansion area units to be demolished**

<b>Unit configuration</b>	<b>Total units</b>	<b>Occupied units</b>	<b>Total bedrooms</b>	<b>Accessible Units</b>
Studio	4	4	4	0
1-bedroom	7	6	7	0
2 -bedroom	6	5	12	0
4 -bedroom	1	1	4	0
<b>Total</b>	<b>18</b>	<b>16</b>	<b>27</b>	<b>0</b>

### ***Housing to be constructed in Phase 2***

In the areas where existing Yesler Terrace units are demolished in Phase 2, the Housing Authority will construct two new mid-rise buildings that will provide approximately 174 new units of housing. Architectural plans and a precise construction schedule for these units have not been finalized. Sixty percent of the units will be Replacement Housing available to residents with incomes under 30 percent AMI.

One of the new mid-rise buildings will be developed on property owned by Seattle Housing along the new South Washington Street, adjacent to the new neighborhood park. The second mid-rise will be built on Housing Authority property just north of Yesler Way, adjacent to the Steam Plant, on the corner of Yesler Way and 8<sup>th</sup> Avenue.

### ***Priority for occupancy of Replacement Housing to be constructed in Phase 2***

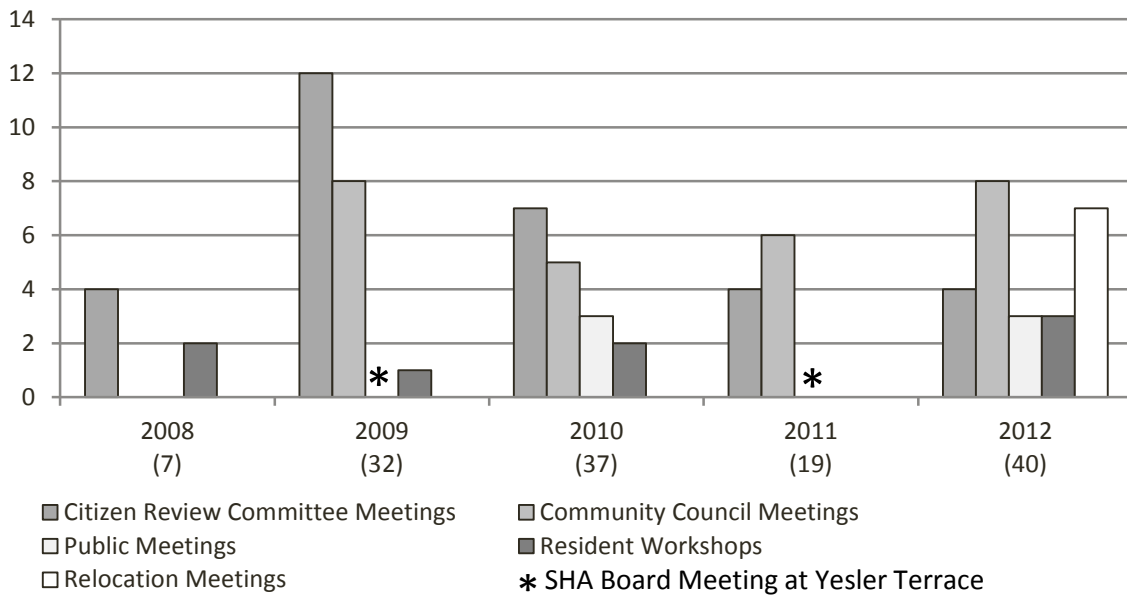
Priority for occupancy of Replacement Housing at redeveloped Yesler Terrace during Phase 2 will go to those who moved from Yesler Terrace first. This includes those 16 households that move from the Phase 2 Expansion area. The policy of “first off, first back” serves to reduce the total amount of time residents must live away from Yesler Terrace before returning to a Replacement Housing unit if they choose. The priority for occupancy of any units not filled by Phase 2 returning residents will be covered in future Relocation Plan updates.

## Appendix 3

### *Resident participation in the redevelopment process*

From the beginning of redevelopment planning, the Housing Authority placed a high value on resident communication and participation. Resident ideas and values on community designs and features were woven into the development plan. These ideas were contributed by the Yesler Terrace Community Council, from resident meetings and workshops, and from the formal recommendations of the Citizen Review Committee. There were nearly 150 meetings between Seattle Housing and Yesler Terrace residents, community members and service providers from 2008 until the present. Consistently, materials were provided in multiple languages to help reach the diverse population of Yesler Terrace.

#### Resident meetings about redevelopment issues, 2008 - 2012



Considerations about relocation were an important part of the planning from 2006 onwards. In 2007 the Housing Authority first expressed the concept that Yesler Terrace residents would have the guaranteed right to return. Over the course of the next year, discussions between the staff and Yesler Terrace residents further developed that commitment and incorporated it into the Guiding Principles. The Guiding Principles were a key contribution of the CRC.

The executive director and members of the Board of Commissioners met with resident groups and leaders about their concerns about the redevelopment planning several times in Spring of 2009, resulting in Board Resolution 4927 outlining commitments concerning home-based daycare businesses. A workshop specifically about design requirements for constructing Replacement Housing appropriate for home-based daycares was held at Yesler Terrace with residents and the architecture firm CollinsWoerman on May 16, 2009.

The Board of Commissioners held their monthly Board meeting at Yesler Terrace to facilitate resident involvement with the planning process and to hear input about design and relocation issues on August 17, 2009, and on May 17, 2011. At the May 2011 meeting, the Board voted to approve the redevelopment plan. Staff sent letters to residents after both of these meetings describing the decisions and reiterating the guaranteed right to return.

More specific details about relocation came into focus during the applications for the Choice Neighborhoods Initiative grants. In April 2011 a consultant conducted a comprehensive survey of residents' preferences for housing options and neighborhood services. The results of this survey showed resident interest in different housing options during relocation, such as using vouchers, staying on-site, and returning to Yesler Terrace after redevelopment. Based on this date, the agency requested 50 Tenant Protection Vouchers from HUD for Phase 2.

The information collected will help guide relocation counseling by stressing choices about schools, neighborhood characteristics and services that may be impacted by relocation.

Conversations with residents regarding design for Replacement Housing occurred at resident meetings for this purpose in 2008, 2009, 2011 and 2012.

When the elements of Phase 2 of redevelopment were established in mid-2012, staff began discussing specifics about relocation schedules, benefits, and options with residents.

Housing Authority staff hosted meetings about the General Information Notices and the 18-month advance notice for the start of Phase 2. A community-wide meeting on July 11, 2012 was attended by 157 residents. Staff at the meeting included the Deputy Executive Director and other senior staff.

In addition, six smaller language-specific group meetings about relocation followed in July and August, 2012. Over 100 residents attended the language-specific meetings. These meetings provided a smaller forum for active participation and dialog about specific relocation questions. Interpreters and translated documents were available at each meeting. The specifics of the meetings are as follows:

<b>Meeting Dates</b>	<b>Language Groups</b>
July 19	Somali and Oromo
July 24 and August 15	Cantonese and Mandarin
July 25	Vietnamese and Khmer
July 26	Amharic and Tigrinya
July 31	English and Spanish

Agency staff attended the Yesler Terrace Community Council meeting on April 17, 2012 and held a resident meeting on September 8, 2012 to receive input on the relocation priority policy. The final draft of the priority policy was presented to the Yesler Terrace Community Council on October 16, 2012.

In addition to resident participation on a community level through meetings, workshops and participation in groups, residents had the opportunity to discuss relocation benefits and redevelopment in one-on-one interviews throughout the fall of 2012. Results of these meetings are reported in Section 5.0, Resident Preferences.

In addition to meetings with residents, a language-based telephone hotline – (206) 256-7052– has been activated to provide information to residents about relocation. Hotline information is interpreted into the seven languages spoken by residents at Yesler Terrace, as recommended by the CRC. The hotline also allows residents to leave a message in English or any one of the seven supported languages, and staff will call them back with an appropriate interpreter. Residents may also use the hotline to leave anonymous feedback.

Relocation information is also available on the agency website with pages dedicated to Yesler Terrace redevelopment issues. The website includes regular updates (both written and audio, in the various languages) on the progress of the project and answers to frequently asked questions.

Articles about the progress of redevelopment at Yesler Terrace have been frequently featured in *The Voice*, a resident-focused monthly newspaper produced in print and on-line by Neighborhood House. Six special issues dedicated to in-depth coverage about the progress of the redevelopment of Yesler Terrace have been produced since April 2009.

Recent *Voice* articles on relocation have covered the URA-required General Information Notice and the 18-month advance notice of construction (July 2012), the resident input into relocation housing options (September 2012), and the Yesler Terrace relocation hotline (October 2012). Future articles are planned to publicize this relocation plan, relocation benefits, housing options, information about the Housing Choice Voucher program and updates about the CNI grants.

The development of this Relocation Plan has been an iterative process involving residents and other stakeholders and planners from the Housing Authority. In addition to input from meetings, the process has been shaped by surveys and interviews with residents, which have provided data concerning resident preferences for relocation options. Such activities will continue to inform each phase of redevelopment to ensure residents are heard and their needs addressed wherever possible.

## Appendix 4

### *Yesler Terrace Housing Option Priority Policy*

The goal of the relocation process is that every household can move to a different unit of their choice when asked to move from their current unit at Yesler Terrace to make way for redevelopment. The Yesler Terrace Housing Option Priority policy assigns each household a priority ranking to guide how housing options are offered to residents during the relocation process.

The policy honors the Guiding Principles of Yesler Terrace redevelopment. Resident input has been considered in drafting the policy. The policy meets the goals of the Cooperative Agreement and the Choice Neighborhoods Initiative (CNI) grant. It follows the existing administrative policies of the Seattle Housing Authority.

The way housing options are distributed must meet the stated goals of the CNI grant and Cooperative Agreement, to minimize negative impacts on residents and increase opportunities for educational success, economic success and improved health.

Negative educational impacts during relocation should be minimized. Housing options offered to households with school-aged children should also enable them to move between school years. To foster stability for vulnerable populations at Yesler Terrace (such as seniors, those with disabilities, those with medical care needs at Harborview Medical Center), housing options offered will support their stated need to remain on site or close to Yesler Terrace during the redevelopment process. The following priorities will apply:

1. Households with school-aged children will be given the highest priority for their first choice of relocation. Families with children enrolled in public elementary school (K-5) will get first priority, with children enrolled in middle school (6-8) second priority, with children enrolled in public high school (9-12) third priority, and with students in private or public “option” schools fourth priority.
2. Residents expressed preferences to give priority to the elderly and disabled, and those who have been residents of Yesler Terrace the longest. Elderly residents will be given the next highest priority, followed by disabled residents who are not elderly.
3. Within each priority, residents will be ranked by length of residency at Yesler Terrace.

Residents will be offered counseling that helps identify their housing preferences. The preferences will guide the offers of housing that best fit each household’s needs. Options fall into the following categories:

- a) **Completed Yesler Terrace Replacement Housing units**
- b) **Vacant units at Yesler Terrace that will be redeveloped later**
- c) **Relocation units** (within Seattle Housing Authority portfolios, or in the private market if none are available within Seattle Housing Authority portfolios)
- d) **Housing rented through Tenant Protection Vouchers**



There may be other housing opportunities, such as homeownership programs, that some households may be qualified to pursue, but due to the possible length of such programs, residents must pick one of the above categories for placement on the priority list.

Households will indicate which category is their first choice. The priority and ranking described above will be applied to the household's first choice. Households will be asked to list a second and third choice in case the first choice is not available. If the household does not indicate a housing preference or fails to make a valid choice, the default will be to offer a unit elsewhere within Seattle Housing Authority's portfolios that fits the household's eligibility, at the agency's discretion.

There are other factors that may affect the order that relocation offers are made:

- a. For Replacement Housing, there will be a different priority list for each phase of relocation. Households in earlier phases will be offered units in Replacement Housing before households in later phases.
- b. Availability of units will change constantly, so households who have the highest priority for their first choice of relocation may not necessarily be the first to actually move. It may depend upon when their first choice becomes available.
- c. Seattle Housing Authority may need to consider special circumstances when offering units, for example: requests for an ADA accommodation, factors that limit eligibility, characteristics that require housing difficult to find, situations in which an existing unit has a maintenance emergency that makes it uninhabitable, or lack of readiness to move when offers are made available.

## Appendix 5

### *Washington State Fixed Residential Moving Cost Schedule (2012)*

The moving costs listed below are from the Uniform Relocation Assistance and Real Property Acquisition Policies Act, as amended. The provisions of the notice are effective June 22, 2012 or on such earlier date as an agency elects to begin operating under this schedule.

1 room .....	\$600
2 rooms (studio).....	\$800
3 rooms (1 bedroom).....	\$1,000
4 rooms (2 bedroom).....	\$1,200
5 rooms (3 bedroom).....	\$1,400
6 rooms (4 bedroom).....	\$1,600
7 rooms.....	\$1,800
8 rooms.....	\$2,000
Additional Rooms .....	\$200

Payment is limited to \$100 if the agency pays for the move, or if there are minimal possessions, such as in dormitory housing.

#### **Definitions**

- A studio has 2 rooms (living/bedroom plus kitchen.)
- A one bedroom apartment has 3 rooms (one living, one bedroom, plus one kitchen.)
- A two bedroom apartment has 4 rooms (one living, two bedrooms, plus one kitchen.)
- For a household with many items, such as a crowded storage area, payment equivalent to an extra room may be added.

#### **Sources**


Federal Register Volume 77, Number 100 (Wednesday, May 23, 2012), Pages 30586-30588

FR Doc No: 2012-12380]

## Appendix 6

### *Return Rights to Yesler Terrace certificate*


The Return Rights certificate was distributed to 498 households living at Yesler Terrace on July 2, 2012 in a packet of information about upcoming relocation and redevelopment plans. The Return Right is not transferable, and the guaranteed Return Right is only for the head of the household on record with the Seattle Housing Authority. The Return Right follows any change in the head of household status.



## Declaration of Return Rights to Yesler Terrace

**Granted on this day, July 2, 2012, the Seattle Housing Authority hereby declares this household eligible for return to the redeveloped Yesler Terrace.**

- This right means a comparable unit at the redeveloped Yesler Terrace will be offered to your household. It will match the bedroom size your household is eligible for at the time of move-back.
- The right is retained as long as the household is not evicted or terminated from housing assistance.
- The right is transferable only through an approved change in the head of household.
- The Seattle Housing Authority will impose no additional eligibility requirements on top of the household's federal eligibility for housing assistance at the time of move-back.



## Appendix 7

### *Data Collection Template: List of Data Fields collected*

The full redevelopment of Yesler Terrace is expected to take up to 20 years. During this time, legal records about relocation notices must be kept, residents must be tracked to ensure they can get information to consider using their Return Rights to come back to a new building at Yesler Terrace, and metrics about the progress towards socio-economic goals must be gathered and analyzed.

To ensure that complete, robust data can be collected and managed, a database is being created by the Seattle Housing Authority specifically to track relocation data. Data is collected for all households who lived at Yesler Terrace from April 2010 onwards. There are at least 118 data points that will be collected. Moves of all households from Yesler Terrace are tracked, as well as moves from relocation housing to other housing and back to Yesler Terrace into Replacement Housing, if applicable.

The database will be operational by March 2013. Reports will be issued representing whatever data is requested, gathered from the comprehensive list of fields below used to populate the database.

To organize the database, the relocation process is organized into the following logical progression:

Definition of Cohort=> Notification=> Counseling=>

Moving to relocation housing=> Moving to Replacement Housing

#### **Definition of Cohort**

For each household, the following fields will be downloaded from existing Low Income Public Housing program data (i.e. Yardi):

##### General household data:

1. Household ID #
2. Name of Head of Household
3. Data for each household member:
4. Name
5. Social Security Number
6. Date of Birth
7. Sex
8. Ethnicity
9. Race
10. Disability Status
11. Native Language
12. Other Languages Spoken
13. Interpretation Services Used (yes/no)

Address info (pre-relocation):

14. Yesler Terrace Unit ID #
15. # of bedrooms
16. # of bathrooms
17. Address
18. City
19. State
20. Zip
21. Phone
22. Email

Household Income:

23. Total pre-tax income
24. Pre-tax wages
25. Pre-tax social security income
26. Public assets
27. Home based business income
28. Other income
29. Income certification date

Historical lease data:

30. Original Yesler Terrace move-in date
31. Copy of original Yesler Terrace lease on file

The following data fields are new data that will be entered during the relocation process to track households:

Household Relocation Status:

32. Displacement status (notified, displaced, non-displaced, relocated, returned)
33. Qualify for relocation benefits
34. Right of return eligibility

Current address info:

35. # of bedrooms
36. # of bathrooms
37. Address
38. City
39. State
40. Zip
41. Phone
42. Email

Student info:

43. Student name
44. Name and address of school
45. Type of school (e.g. elementary - public)
46. School of choice (yes/no)
47. School quality indicator

**Notification**

Notification info:

48. Type of notification (e.g. GIN, notice of non-displacement, Move In notice, etc.)
49. Date of notification
50. Filename of document
51. Date of acknowledgement
52. Filename of scanned acknowledgment document

**Counseling**

Relocation priority list:

53. Rank
54. # of bedrooms eligibility

Relocation Preference info:

55. Relocation preference (e.g. move to off-site SHA housing, voucher, transfer within Yesler Terrace, Replacement Housing)
56. Location preference (e.g. NewHolly, Rainier Vista, etc.)
57. Disability accommodations (e.g. UFAS, roll-in shower, etc.)

Counseling info:

58. Dates of counseling sessions
59. Topics discussed
60. Service provider info

Satisfaction survey info:

61. Date of survey
62. Plan to return to Yesler Terrace
63. Satisfied with pre-relocation housing
64. Satisfied with relocation housing
65. Satisfied with Replacement Housing

## **Move to relocation housing**

### Existing Yesler unit inspection info:

66. Date of inspection
67. State of unit (e.g. normal, special)

### Relocation offer info:

68. Date of offer
69. Address of unit
70. # of bedrooms
71. # of bathrooms
72. Accepted offer (yes/no)

### Relocation housing site visit info:

73. Address of offered unit
74. Date viewed
75. Travel reimbursement (payment type, tour participation)

### Moving info:

76. Date of move
77. Relocation move or return move?
78. Moving option (e.g. self-move with fixed payment, self-move with reimbursement, SHA movers)
79. Self move payment amount (e.g. reimbursement, fixed payment, etc.)
80. Lease start date
81. Lease end date
82. Rent (housing cost)

### Move assistance info:

83. Type (e.g. transfer of cable, electricity, internet, lease fees, etc.)
84. Verify fees in lease (security deposit, credit check, etc.)
85. Paid to
86. Reimbursement amount

### Claims info:

87. Date of claim
88. Amount of claim
89. Notes
90. Approval
91. Filename of scanned document

### Eviction info:

92. Type of eviction
93. Date of eviction
94. Name and address of apt.
95. Notes

Appeals info:

- 96. Date of appeal
- 97. Type of appeal (e.g. replacement benefits, right to return, etc.)
- 98. Appeals status
- 99. Appeals decision
- 100. Final outcome (e.g. dismissed, forwarded to HUD, etc.)
- 101. Notes

Business relocation info:

- 102. Business ID #
- 103. Type of business (e.g. daycare, etc.)
- 104. Relocation benefits (e.g. URA fixed or reimbursement, etc.)
- 105. Amount

Post-relocation info:

- 106. Referrals
- 107. Notes
- 108. Dates logged

**Move to Replacement Housing**

Use Return Rights info:

- 109. Changes in household size, etc. reported by resident
- 110. Notes
- 111. Dates logged

Replacement Housing availability offer notice:

- 112. Date notice sent
- 113. # of bedrooms match
- 114. Address of unit

Replacement Housing site visit info:

- 115. Address of offered unit
- 116. Date viewed
- 117. Accepted
- 118. Notes



## **Appendix 8**

### ***Description of Phase 3***

In January 2014, the Seattle Housing Authority announced plans for the next area of Yesler Terrace to be redeveloped, just as Phase 2 of the resident relocation process drew to a close. 112 housing units were identified as the next phase of redevelopment, Phase 3.

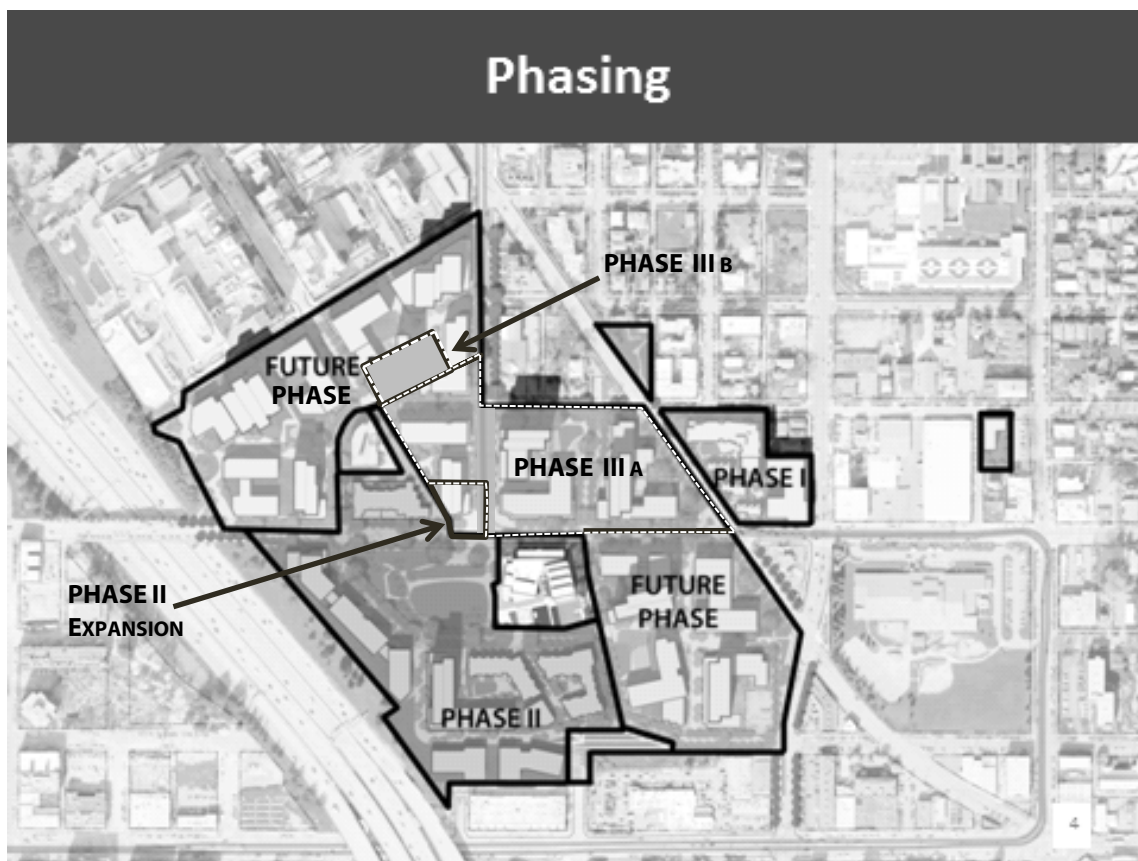
In early October, planning commenced for the realignment of Fir Street and for the construction of a new building in an area adjacent to the units already included in relocation efforts. An additional seven units of housing were identified, so a total of 119 units were included in Phase 3.

All households living in Phase 3 were given 18-month advanced notices that their current apartments would be redeveloped. All residents received relocation counselling.

On October 9th, 2014, the Seattle Housing Authority signed a Purchase and Sale Agreement with a private developer for the land identified as Phase 3 in January. This triggered displacement status for the residents living there. Notices of Eligibility for Relocation Assistance were issued to these Phase 3 residents on October 31<sup>st</sup>, 2014.

The area affected by the redevelopment plans in Phase 3 is bounded by Fir Street to the north and Boren Avenue to the east. The boundary to the west is midway between the block between Broadway and 10<sup>th</sup> Ave, and midway to Yesler Way to the south, adjacent to Phase 2. The Phase 3 area is identified on the map below, separated into Phase 3a and Phase 3b to distinguish when they were included in the relocation efforts.

This appendix to the Relocation Plan describes the households living in the 119 units touched by redevelopment at this time, and the efforts to assist them with relocation. In addition to the residential housing units, this phase includes non-residential entities that will be relocated. This appendix also covers the non-residential relocation of two non-profit organizations and seven home-based childcare businesses.



### ***Community Snapshot of Phase 3***

Phase 3 of the project affects 119 housing units, and requires the relocation of 111 residential households with a total of 248 residents. The Phase 3 area is divided into two parts, Phase 3a and Phase 3b.

Phase 3a includes a total of 15 residential buildings. Of the 112 housing units in these buildings, 105 units were occupied and one unit was vacant. Six units have been used for non-residential purposes for over 10 years as the property management office for the Yesler Terrace community. In addition to the property management staff, the offices of the Relocation Coordinator, and two Community Services staff were located in those six units.

A total of 241 residents lived in Phase 3a on January 15, 2014, when 105 households received notification that their apartments may be affected by the redevelopment project as soon as 18 months in the future. Subsequently, one resident who was relocating from the Phase 2 Expansion area requested to move to a vacant apartment in Phase 3a, with the understanding that he would need to relocate again. This brought the total number of households to be relocated to 106; however, there were no more than 105 occupied units at any point in time in Phase 3a.

Phase 3b included one residential building with seven housing units. Five units were occupied on October 15, 2014, when a letter was sent informing the households of redevelopment plans that could occur in 18 months. There were a total of six residents. Two units were vacant, one of which had previously been taken permanently offline due to serious plumbing issues.

The relocation of Phase 3 households is covered by the residential URA. The relocation of two non-profit organizations and the seven home-based daycares is covered by the non-residential provisions of the URA.

The 110 occupied units in Phase 3 range in size from studios to four-bedrooms, with household sizes ranging from one to eleven people (see chart below). The relocation housing or Replacement Housing offered to residents matches the number of bedrooms the household is eligible for based on the household size at the time they move. As occurred in the previous phases of relocation, some households in Phase 3 will experience a change in the number of bedrooms during the course of relocation.

### Resident demographic profile- Household Sizes and Unit Sizes in Phase 3

Bedroom size of original unit	Original units	Family size	Number of families	Families with elderly residents (any family with member over 62)	Families with disabled residents (all members under 62)	Other families (no elderly or disabled residents)	Families with school children (5-18 years old)	Size of future relocation housing*	Relocation units
Studio	6	one person	6	2	2	2	0	Studio/1-bedroom)	6
One-bedroom	42	one person	40	26	7	7	0	One-bedroom	70*
		two people	2	0	1	1	0		
Two-bedroom	41	one person	10	8	1	1	0	Two-bedroom	23*
		two people	16	2	1	13	6		
		three people	10	2	0	8	6		
		four people	5	1	1	3	2		
		five people	2	0	0	2	2		
		six people	2	0	0	2	2		
Three-bedroom	15**	one person	2**	2	0	0	0	Three-bedroom	8*
		two people	3	0	0	3	1		
		three people	2	0	0	2	1		
		four people	1	0	1	0	1		
		five people	4	0	0	4	4		
		six people	3**	0	0	3	3		
Four-bedroom	3	eight people	1	0	0	1	1	Four-bedroom	3*
		nine people	1	0	0	1	1		
		eleven people	1	0	0	1	1		
<b>Original units (with families to relocate)</b>		total residents	<b>248</b>				<b>31</b>	<b>Relocation units</b>	
<b>111**</b>				<b>43</b>	<b>14</b>	<b>54</b>			<b>111**</b>

\* Number of bedrooms in relocation units differs when households were over- or under-housed in original unit.

\*\* Phase 3 only included 110 occupied units, but one 3-bedroom unit housed two successive families, and both relocated.

The six households living in studio apartments are being offered one-bedroom relocation housing as well as comparable studio apartments. No Replacement Housing units smaller than one-bedroom are planned at Yesler Terrace, so if a household in a studio transfers directly to new housing at Yesler Terrace or moves away and returns, their bedroom size will be upgraded to a one-bedroom..

The chart shows that just under half of the households in the Phase 3 were one person households (48 households) and the majority (58 households) was over 62 years old or disabled. Nearly a third of all households were families with school children, (31 households.) A total of 56 school-aged children, aged between 5 and 18 years old, lived in Phase 3.

Other demographic characteristics of the households in Phase 3 are described in the following parts of this appendix. Demographic profiles of yearly income and racial diversity are included.

Annual income certifications show that many Yesler Terrace residents have fixed income, and income levels are generally extremely low. The average reported yearly income for the 111 households in the Phase 3 is \$13,099 and the range is from \$0 (family of one) to \$48,339 (family of six.)

- According to Seattle's Area Median Income (AMI) across all household sizes in the Phase 3, nearly 91 percent of households fall below 30 percent AMI, considered "extremely low income" by HUD.
- Only 10 households reported an income above 30 percent AMI. These households all reported incomes less than 50% AMI, considered "very low income." No households reported incomes approaching or exceeding 80% AMI.

The relocation plan takes into consideration the financial implications of relocation for these households with such low income.

**Resident demographic profile-** Snapshot of yearly income levels in Phase 3

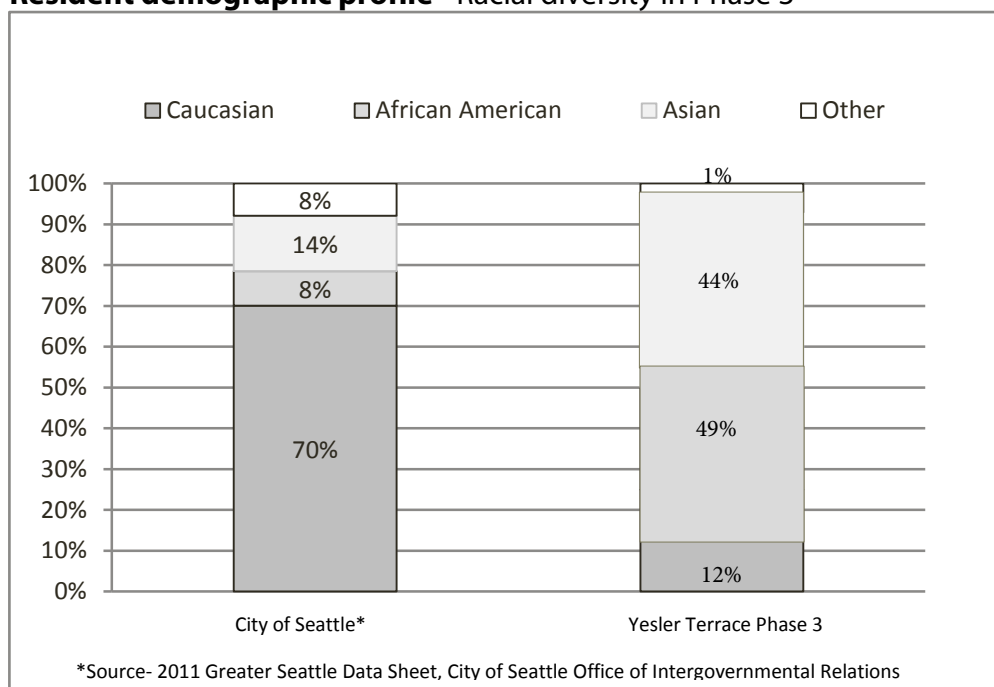
Reported income of households living in the Phase 3 in January 2014 as a percent of Area Median Income (AMI) for Seattle. Based on most recent data published by HUD on 12/18/13 (HUD revised large family (6-8 person) 30% income limits effective July 1, 2014.)

<b>Household size</b>	<b>Total number of households</b>	<b>30% AMI (Extremely Low Income)</b>	<b>Households at 30% AMI or below</b>	<b>80% AMI (Low Income Limit)</b>	<b>Households between 80% AMI and 30% AMI</b>
1 person	58	\$18,550	55	\$44,750	3
2 person	21	\$21,220	19	\$51,150	2
3 person	12	\$23,850	10	\$57,550	2
4 person	6	\$26,450	6	\$63,900	0
5 person	6	\$28,600	4	\$69,050	2
6 person	5	\$31,970	4	\$74,150	1
8 person	1	\$40,900	1	\$84,350	0
9 person	1	\$37,030.0	1	\$89,460.0	0
11 person	1	\$41,262.0	1	\$99,684.0	0
<b>Total</b>	<b>111</b>		<b>101</b>		<b>10</b>

The Relocation Plan takes into account the diverse language needs of Yesler Terrace residents. A survey in August 2012 revealed that residents at Yesler Terrace speak 19 languages other than English as their primary language. Many residents are first generation immigrants. In the Phase 3, residents speak 7 languages other than English: Amharic, Cantonese, Khmer, Oromo, Somali, Tigrinya and Vietnamese. To improve communication with the diverse clientele, interpretation services were provided for these households during relocation meetings, interviews, and on an ongoing basis as residents required. As described in Section 3 of the Relocation Plan, a multilingual telephone information line is available. Important relocation notices, such as the Notice of Eligibility, were translated.

The racial diversity at Yesler Terrace includes a much higher percentage of people of color than in Seattle as a whole (see chart below).

**Resident demographic profile - Racial diversity in Phase 3**



**Relocation Activities in Phase 3**

All residents in Phase 3 had been given a General Information Notice (GIN) in July 2012 to inform them of their relocation rights. Most had been living in the same units since then and had received notices of non-displacement at that time. However, 48 households had previously been displaced and relocated from Phase 2 into the area that became Phase 3. These residents were offered comparable, permanent housing elsewhere, but declined and chose to transfer on site. The residents were informed that choosing to stay on site would mean relocating at least one more time in a future phase.

The residents in Phase 3a were sent a letter dated January 2, 2014 that described redevelopment plans that might affect their apartments 18 months later. The letter followed the commitment by the Seattle Housing Authority to let residents know at least 18 months in advance of the earliest date they might be required to move for demolition. The residents of Phase 3b received a similar letter dated October 15, 2014.

All households have had one or more one-on-one meetings with the Relocation Coordinator to discuss their relocation options. As of December 2014, 53 households have taken advantage of the offer to move before displacement while receiving full relocation benefits. Seven additional households relocated after receiving the Notice of Eligibility. The remaining residents received comparable housing offers and are currently evaluating their relocation options. The Seattle Housing Authority provides the same relocation benefits to all residents who relocate, whether they decide to move before or after they receive a Notice of Eligibility.

The residents in the Phase 3 have the same relocation options as residents in the other phases. These options are described in Section 3.12. Replacement Housing was not completed before the end of Phase 2, but residents of Phase 3 will have the opportunity to move directly into newly built Replacement Housing.

The Baldwin Apartments is the first Replacement Housing to be constructed during the redevelopment. In September 2014, nine residents from Phase 3 opted to move there directly with full relocation benefits. Since this building was not part of the original Yesler Terrace community, the nine residents who relocated had the option of choosing moving benefits for off-site moves, described in sections 3.3-3.11 of the Relocation Plan.

In addition, three residents who relocated away from Yesler Terrace in Phase 2 chose to make use of their Right to Return to Yesler Terrace at the Baldwin Apartments. While these moves were not covered under the URA, the Housing Authority provided professional moving services free of charge, as well as a stipend to assist with other costs associated with moving (see Appendix 9.)

No temporary relocation (relocation for less than one year) is foreseen for households in the Phase 3. If it becomes necessary, a Notice of Non-Displacement that describes the temporary relocation details, including their rights and conditions of the temporary move, will be provided to households who will be temporarily relocated. Since submission of the second CNI grant application in April 2012, no new households have moved into Yesler Terrace.



## **Relocation Budget for Phase 3**

### **Residential relocation expenses**

The budget below reflects an estimate of moving costs based on the actual bedroom sizes of the 105 initially occupied apartments in Phase 3. The moving costs are based on the current Fixed Residential Moving Cost Schedule (see Appendix 5.)

Specific costs in the residential relocation portion of the budget include:

- Moving costs, including the cost of two moves for the number of families who are expected to return to Replacement Housing at Yesler Terrace.
- Reconnection of utilities, including telephone and cable and internet service.
- Security deposit assistance for households renting in the private market using Housing Choice Vouchers will be available to residents of Phase 3. This expense is budgeted based on 30 households using one month's rent as deposit, at HUD's published Fair Market Rent for the Seattle area, according to bedroom size of the households anticipated to move to private market rentals.
- Costs for interim storage of household items for residents, if necessary.

### **Non-residential relocation expenses**

Specific costs in the non-residential relocation portion of the budget include:

- Moving and business re-establishment expenses for the relocation of the 9 home-based childcare businesses in Phase 3. This is based on payment calculated by their average yearly net income in lieu of reimbursements for actual costs.
- Moving and business re-establishment expenses for the relocation of the two non-profit organizations in Phase 3.

### **Total relocation budget for Phase 3**

A budget has been prepared to cover relocation expenses for households in Phase 3, as follows:

#### **Phase 3 Relocation Budget**

Residential relocation expenses	\$560,000
Non-residential relocation expenses	\$750,000
General administrative expenses	\$10,000
<b>Total</b>	<b>\$1,320,000</b>

### ***Phase 3 resident relocation preferences***

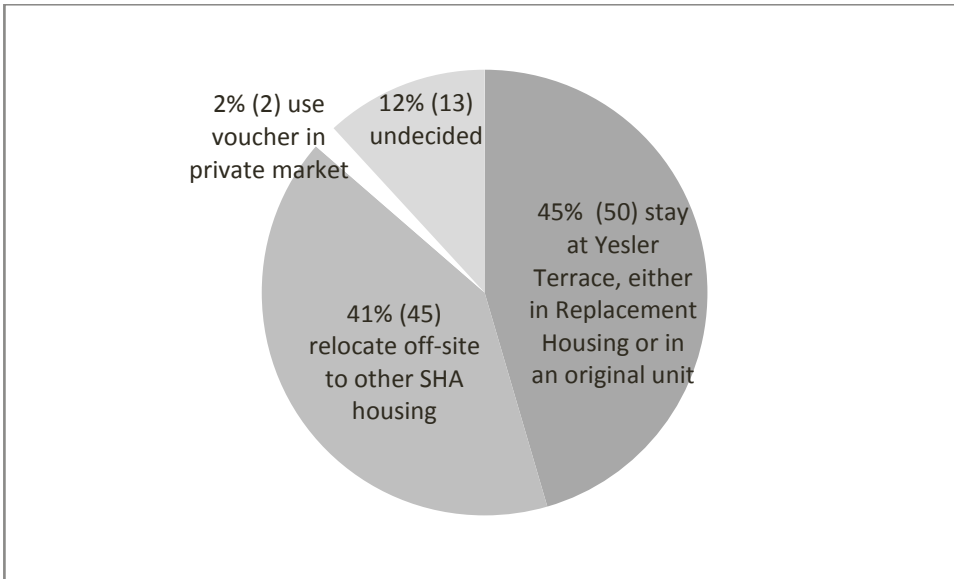
The preferences of the Phase 3 households have been recorded from the results of initial relocation interviews described in Section 3.1, “Determining resident preferences for relocation options.” Initial resident interviews were conducted throughout 2014 at the residents’ convenience, both in the Relocation Coordinator’s office and in the residents’ homes at their request.

In these interviews, staff counseled residents about relocation benefits and resident rights and asked residents to identify their specific preferences for relocation housing. Residents were encouraged to consider factors such as proximity to friends and family, jobs, schools, cultural institutions, medical facilities or desired neighborhoods within Seattle or elsewhere. Residents were also encouraged to consider the personal impact of moving. They were asked if they prefer to rent from a private landlord or stay in public housing. Residents were counseled that they could change their initial preferences and that they have the opportunity to consider their preferences for at least six weeks after the first counseling session before they must make a final decision about relocation.

The breakdown of resident relocation preferences in Phase 3 is as follows:

1. Forty five percent (50 households) preferred to stay in Yesler Terrace neighborhood
  - Fourteen households preferred to move on-site to units that will be redeveloped later.
  - Nine households decided to move directly to the Baldwin Apartments from Phase 3a.
  - Twenty three households preferred to move directly to the building under construction at 1105 E. Fir Street.
  - Four households preferred to move from Phase 3b directly to the building under construction at 820 Yesler Way.
2. Forty percent (45 households) preferred to move to other housing owned by Seattle Housing Authority, including 17 households who used a Housing Choice Voucher at an SHA-owned property.
3. Two percent of households (two households) preferred to move to other housing using a Housing Choice Voucher. One destination was Renton, the other was Texas.
4. Twelve percent (13 households) were undecided, including four who were still searching for housing using their voucher.

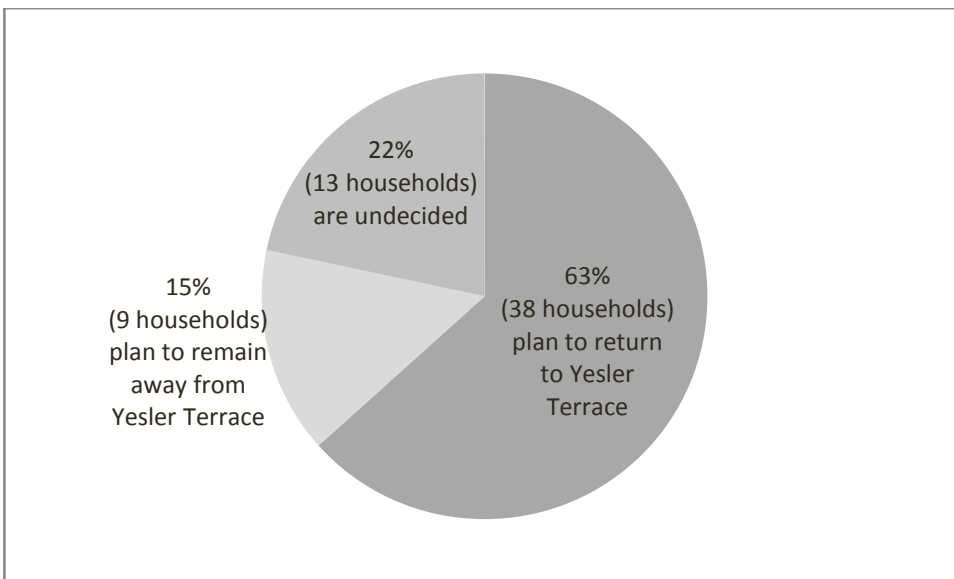
**Relocation preferences of the 110 households in Phase 3**



The 60 households who responded that they plan to relocate away from Yesler Terrace were also asked if they plan to return to live in the redeveloped community. A majority expressed interest in moving back to the redeveloped community:

- Sixty three percent (38 households) expressed a desire to move back to Yesler Terrace.
- Fifteen percent (9 households) said they would like to remain in a location other than Yesler Terrace.
- Twenty two percent (13 households) were undecided.

**Preference to return to redeveloped Yesler Terrace** – For the 60 Phase 3 households with a preference to relocate away from Yesler Terrace or who were undecided



### ***Phase 3 non-residential relocation***

All non-residential uses in Phase 3 were located in the Phase 3a area, while the Phase 3b area included solely residential occupants described above. A total of seven home-based childcare businesses were operating in the Phase 3a area at the beginning of the relocation process. As they are subject to displacement during the redevelopment of Yesler Terrace, these businesses are covered under non-residential provisions of the URA. During their residential relocation process, residents with childcare businesses have been choosing relocation options and selecting moving assistance that applies to both their families and their businesses.

The Jesse Epstein Building was occupied by the offices of two non-profit organizations, Neighborcare, with approximately 45 staff, and Neighborhood House, with approximately 25 staff. The organizations' relocation is also covered under the URA and they have been working with the Real Property Acquisition Coordinator of the Seattle Housing Authority to administer their relocation process. Neighborcare leased comparable space starting in November, 2014, and Neighborhood House will begin their lease of comparable space in March 2015.

The six housing units in Phase 3a used by the Seattle Housing Authority for non-residential purposes are not covered by the URA as they are occupied by the displacing agency itself.

### **Redevelopment Activities in Phase 3**

Construction activities in Phase 3 of redevelopment will commence in the spring 2015 and are scheduled to be completed in 2018. Phase 3 of redevelopment is summarized as follows:

- Relocation of 111 households and 6 units used as Seattle Housing Authority's property management office for Yesler Terrace.
- Demolition of 119 housing units.
- Relocation of two non-profit organizations, Neighborcare Health and Neighborhood House.
- Demolition of the Jesse Epstein office building.
- Removal of a parking lot and demolition of a playground.
- Construction of a mid-rise apartment building with 141 housing units by the Seattle Housing Authority.
- Construction of three apartment buildings with approximately 650 housing units by Vulcan Real Estate.
- Construction of approximately 141 units of new subsidized housing by Seattle Housing Authority, located in a mid-rise building.
- Construction of approximately 650 units of housing by Vulcan Real Estate.
- Construction of new infrastructure, including reconfiguration of Spruce Street and continuation of the "green street loop" to 10th Avenue.

- Continuation of the pedestrian connection from the neighborhood park on Yesler Way to 9<sup>th</sup> Avenue.

### ***Housing to be constructed in Phase 3***

The Seattle Housing Authority will construct a mid-rise apartment building with approximately 141 housing units in a newly created block on the north side of Yesler Terrace. Sixty percent of these new units will be Replacement Housing serving households at 30% or less AMI. The new block spans an area that currently includes the parking lot across from the Jesse Epstein Building, 14 existing public housing units and a section of Spruce Street, as described in the 2014 Yesler Terrace plat with the City of Seattle.

Vulcan Real Estate will develop three apartment buildings on the 3.7 acres along East Yesler Way and west of Boren Avenue with approximately 650 housing units. These buildings will include a mix of market-rate units and those designated as workforce housing (available to families making 80% or less of AMI upon leasing.) At least 20% of the total units will be workforce housing, and the designation will remain in place for a minimum of 20 years.

### ***Housing to be demolished in Phase 3***

Like the housing at Yesler Terrace in Phase 2, the existing housing in Phase 3 is built on top of failing underground infrastructure, such as sewers. It does not meet the needs of modern day families, contemporary building maintenance standards, or current accessibility standards. Residents with mobility issues face a challenging landscape at Yesler Terrace. None of the buildings have elevators. The site’s hilly topography makes its sidewalks and streets difficult to navigate. Not one currently existing housing unit is considered accessible under the Americans with Disabilities Act (ADA) or the Uniform Federal Accessibility Standards (UFAS.)

Sixteen residential buildings are to be demolished in the Phase 3 area, which include 119 units of housing with a total of 204 bedrooms. At the beginning of Phase 3 relocation on January 2, 2014, a total 110 of the 119 units were occupied, housing a total of 247 residents (see chart below).

#### **Phase 3 units to be demolished**

<b>Unit configuration</b>	<b>Total units</b>	<b>Occupied units</b>	<b>Total bedrooms</b>	<b>Accessible Units</b>
Studio	8	6 <sup>1</sup>	8	0
1-bedroom	49	44 <sup>1</sup>	49	0
2 – bedroom	44	43	88	0

3- bedroom	14	13 <sup>2</sup>	42	0
4 - bedroom	4	4	16	0
<b>Total</b>	<b>119</b>	<b>110</b>	<b>203</b>	<b>0</b>

<sup>1</sup>Excludes housing units occupied by non-residential uses (two studios and four one-bedroom units converted into property management offices.)

<sup>2</sup>This figure considers the one housing unit occupied successively by two households as occupied just once.

## Appendix 9

### *Priority for occupancy of Replacement Housing*

A cornerstone of the redevelopment is to reduce the disruption to the existing community at Yesler Terrace. A key part of this effort is to offer residents the opportunity to lease Replacement Housing at Yesler Terrace when new buildings are complete, as described in Appendix 6. All 498 households who received the GIN in 2012 received the right to return, which applies whether the resident was displaced and relocated, or whether the resident moved for reasons not directly tied to redevelopment.

After the start date of July 2, 2012, the earlier the resident moved away from Yesler Terrace, the higher their priority for occupancy of Replacement Housing at the redeveloped Yesler Terrace, according to the criteria described in section 3.13 of the Relocation Plan. This policy of “first off, first back” serves to reduce the total amount of time each resident must live away from Yesler Terrace before returning to the community if they moved off site and wish to return as soon as possible.

The priority for occupancy of any Replacement Housing units not filled by returning residents will go to those who are in active phases of relocation. If it is not possible for residents of active phases to move directly to a Replacement Housing unit before demolition of their unit begins, residents may choose a unit offsite, or transfer to a vacant existing unit on site with the understanding that they will have to move again.

Within each phase, the priority policy established in cooperation with residents at the outset of relocation in 2012 will apply, as described in Section 3.2. If phases overlap with different deadlines to move, the phase with the earlier deadline will have higher priority than subsequent phases. For example, residents in Phase 3a will be allowed to choose Replacement Housing before those in Phase 3b.

Once residents who have moved away or who are in an active phase of relocation have been offered Replacement Housing, residents living elsewhere at Yesler Terrace who have not yet been displaced will be offered the chance to move directly to the newly redeveloped buildings before they are required to relocate. Thereafter, Replacement Housing units may be offered to future residents of Yesler Terrace.

## Appendix 10

### *Moving Assistance for Residents Returning to Yesler Terrace*

Return Rights were granted to the 498 households living at Yesler Terrace on July 2, 2012 as part of the packet of information about upcoming relocation and redevelopment plans (see Appendix 6.) The Seattle Housing Authority will provide moving assistance to households who wish to return to the newly developed community if they relocated away. Such assistance is not required under the URA, but the agency is committed to reducing financial barriers that would prevent families from returning to Replacement Housing.

All returning residents may receive professional moving services to move their household back to Yesler Terrace from locations within a 50 mile radius of Yesler Terrace. The Housing Authority will arrange with its contracted mover and cover the costs of the move. There is no option for a cash payment for self moves.

Residents moving back from locations beyond a 50 mile radius will receive a stipend based on actual costs of their move, up to the amount in the current URA schedule for the size of unit they move into. Residents must submit documentation of moving related expenses to receive the stipend, similar to a claim for reimbursement under the URA.

In addition to the moving services provided, residents will receive a stipend of \$150 to cover transfer costs of utilities and other costs related to moving. This amount approximates benefits available under the URA, but residents are not required to submit supporting documents for reimbursement of such charges.

Assistance with moving is provided to the residential household only. No separate assistance is provided for non-residential uses.



## **Glossary of terms**

### **AMI Area Median Income**

Each year HUD publishes estimates of the median family income for every metropolitan area in the United States. The median income is adjusted by the number of household members and by factors like the minimum benefit level of Social Security payments so that any family's income can be compared to the area's median income. Different percentage levels of AMI define eligibility for different types of subsidy. Residents leasing from Seattle Housing Authority generally have incomes below 30 percent AMI.

### **CNI Choice Neighborhoods Initiative**

HUD established this grant program to transform distressed neighborhoods into viable and sustainable mixed-income neighborhoods by linking housing improvements with appropriate services, schools, public assets, transportation, and access to jobs. It calls for leveraging public investment to gain private funding for redevelopment projects that support the goals of the program.

### **Comparable Replacement Dwelling**

The term "comparable replacement dwelling" as defined in the URA regulations refers to a housing that is offered to a relocating family that is equal in size and amenities to the unit being demolished. It includes a special provision for persons receiving government housing assistance before displacement. HUD's various subsidy programs can have differing requirements with regard to assignment of appropriate unit sizes based on statute, regulation, and/or local housing codes. A person being moved from a unit subsidized under one program to a unit subsidized under another program (e.g., a public housing unit to the Housing Choice Voucher program) as a result of displacement may be entitled to either a larger or smaller unit than previously occupied, based on the unit-size standards applicable to the family size and composition at the time of displacement. The subsidy program governing the replacement unit may not be able to accommodate a "grandfathered" unit size, which was larger than necessary to accommodate the household at the displacement site. Persons may never be moved into a HUD-subsidized unit, which is too small for the family size under the applicable HUD subsidy program or local housing codes.

### **Cooperative Agreement**

In August, 2012 the City Council passed legislation governing the redevelopment of Yesler Terrace. One piece of legislation, the Cooperative Agreement between the City and the Seattle Housing Authority, specifies responsibilities of both agencies with respect to relocation of Yesler Terrace households. It was signed by both the City and the Housing Authority in September 2012. Details of the legislation can be found on the City's website, currently located here:

[http://www.seattle.gov/council/issues/yesler\\_terrace.htm](http://www.seattle.gov/council/issues/yesler_terrace.htm).

**CRC Citizen Review Committee**

A committee of residents and community stakeholders considering the redevelopment of Yesler Terrace, chaired initially by former Seattle Mayor Norman B. Rice and formed in 2006. The committee meets periodically.

**FSS Family Self-Sufficiency Program**

A voluntary program administered by the Housing Authority for residents and voucher holders. The purpose is to help increase resident skill levels, education and employment to become self-supporting. The program includes support from a case manager and contributions to a special savings escrow account that can also be used for costs associated with home ownership.

**HUD US Department of Housing and Urban Development**

The federal agency that provides funding and administration of government-subsidized housing and development activities such as public housing and the CNI grant.

**RHP Replacement Housing Payment**

The Replacement Housing Payment makes up the difference in housing cost between the dwelling the tenant is being displaced from and housing cost for the actual unit a displaced household moves to, or the unit the agency identifies as the comparable unit (whichever is lower). Housing cost is the monthly rent and estimated average utility cost of the dwelling. For public housing residents, the housing cost is the calculated rent and utility allowance based on the current rent policies in place, generally 30 percent of the tenant's average adjusted monthly income. The RHP is calculated to cover the cost differential for 42 months under the URA and 60 months under Section 104(d).

**Relocation housing**

Housing to which residents who is displaced from the project area move during the relocation process. The relocation housing may be on-site vacant units, off-site housing in other portfolios of the Seattle Housing Authority, or in the private market.

**Replacement Housing**

Housing that is newly constructed (or remodeled) in the Yesler Terrace project area as part of the redevelopment project. The initial commitment is for at least 561 Replacement Housing units.

**Return Rights to Yesler Terrace**

The Seattle Housing Authority committed to replacing all 561 housing units in existence at Yesler Terrace prior to redevelopment. With this commitment, a promise was extended to all residents of Yesler Terrace on July 2, 2012 that they shall have the right to come back and lease a Replacement Housing unit in the redeveloped Yesler Terrace when new units that matches their bedroom eligibility become available. Residents must remain in good standing in order to make use of the Return Rights, but they will not be subject to additional eligibility requirements beyond the federal requirements in force at the time they wish to return. See Appendix 6 for a copy of the Return Rights certificate.

As an adjunct, the Housing Authority plans to provide moving assistance for residents to make use of their Return Rights. The Replacement Housing offered in conjunction with the Return Rights will follow the priority policy, which states that the order in which residents move away from Yesler Terrace determines their priority to return.

**Section 104(d)**

Section 104(d) of the Housing and Community Development Act of 1974 and the implementing regulations at 24 CFR Part 570.496(a) .

**TPV Tenant Protection Vouchers**

HUD designates a special allocation of Housing Choice Vouchers called Tenant Protection Vouchers, specifically for tenants who are to be displaced from their current housing. This allows them to rent in the private market with a rental subsidy. For the relocating person, the most relevant difference between a TPV and a regular Housing Choice Voucher is that the TPV allows them to move out of Seattle immediately after the Voucher is issued. A regular Voucher must be used in Seattle for a year before it may be used elsewhere.

**URA Uniform Relocation Act**

The federal legislation that governs rights and benefits of households and businesses forced to move due to activities utilizing federal funding.