

**APPENDIX F:  
DRAFT TENANT RELOCATION PLAN**





## **Hamptons Redevelopment Tenant Relocation Plan (Market Rate)**

The Irvine Company is pleased to present to the City of Cupertino a tenant relocation plan for the 308 market rate units.

The Irvine Company will hire the services of a relocation agency at the company's expense to oversee and assist with the relocation of households. The relocation agency will be hired approximately 6 months prior to demolition and will be under contract until all of the tenants have moved out of the project. The Irvine Company and the relocation agency will keep all tenants apprised of the schedule which is subject to change and will be given updates regularly on the date demolition will commence which will determine the date each household will need to vacate their unit. The Hamptons leasing staff will retain records of all relocation benefit transactions for 2 years and provide the City a progress report every 6 months. If market rate units are vacated early, month to month leases will be available. If the lease signed is less than 12 months in duration due to the timing of the demolition, these tenants will not be eligible for any of the below relocation benefits.

Market rate tenants will be eligible for the following relocation benefits:

- Market rate tenants will be referred to the leasing office to be presented with the opportunity to rent from the Nor Cal Irvine Company portfolio of apartment homes. This portfolio is made up of over 6000 apartment homes located in San Jose, Sunnyvale, and Santa Clara.
- If an Irvine Company apartment is rented, application fees will be waived in-full, and the existing deposit will be transferred over to the new property and will meet all deposit requirements at the new apartment home.
- If a tenant decides to lease at another property, a relocation agency will be available for their use. In this case, the full deposit will be refunded and if requested, the deposit can be returned 30 days prior to relocation to be used for their next deposit.
- The option for first right of refusal will be provided and they will be given 12 months written notification on when they will need to vacate the premises.

## **Hamptons Redevelopment Tenant Relocation Plan (Below Market Rate)**

The Irvine Company is pleased to present to the City of Cupertino a tenant relocation plan for the 34 below market rate units.

The Irvine Company will hire the services of a relocation agency at the company's expense to oversee and assist with the relocation of households. The relocation agency will be hired approximately 6 months prior to demolition and will be under contract until all of the tenants have moved out of the project. The Irvine Company and the relocation agency will keep all tenants apprised of the schedule which is subject to change and will be given updates regularly on the date demolition will commence which will determine the date each household will need to vacate their unit. The Hamptons leasing staff will retain records of all relocation benefit transactions for 2 years and provide the City a progress report every 6 months. If BMR units are vacated early, month to month BMR units can be leased to qualifying BMR tenants. If the lease signed is less than 12 months in duration due to the timing of the demolition, these tenants will not be eligible for any of the below relocation benefits. Disclosure statements will be signed at time of application advising the applicants of the impending property closure and requesting acknowledgement of the stated terms of the short term stay.

The Irvine Co proposes the following benefits to offer all 34 BMR tenants as part of the relocation package:

- The security deposit will be fully refunded for all 34 BMR units.
- If an Irvine Company apartment is rented, application fees will be waived in-full, and the existing deposit will be transferred over to the new property and will meet all deposit requirements at the new apartment home.
- Moving expenses will be provided as follows: Move out: One bedroom apartments will be offered \$1000 and two and three bedroom apartments will be offered \$1500 to apply towards moving expenses.
- The Irvine Company will provide a check for 3 month's rent for a similar-sized unit with the same number of bedrooms and bathrooms based on comparable unit's rents at the time of relocation in the City of Cupertino.
- An additional \$3000.00 will be provided for special-circumstance tenants, which are households having at least one person that is either over 62 years of age, handicapped, disabled, or have a legally dependent child under 18 years of age.
- The option for first right of refusal will be provided and they will be given 12 months written notification on when they will need to vacate the premises.
- Eligible households can receive relocation benefits 30 days prior to vacating the residences.