



Homer Senior Citizens, Inc.

3935 Svedlund Street
Homer, Alaska 99603
(907) 235-7655 Fax: (907) 235-3739

INDEPENDENT LIVING APARTMENTS

KACHEMAK BAY SENIOR HOUSING (KBSH)
PIONEER VISTAS SENIOR HOUSING (PVSH)
BARTLETT TERRACE SENIOR HOUSING (BTSH)
SWATZELL TERRACE SENIOR HOUSING (STSH)

Greetings!

Enclosed please find application information for Homer Senior Citizens, Inc.'s (HSC) independent living housing.

There are a couple of steps for applying to become a resident in one of our housing units listed above.

Step One: To begin the process for determining eligibility for yourself or a family member, please completely fill out and return the following forms as soon as possible.

1. Resident Application
2. Choice of housing waitlist(s) to be placed on. Enclose a check made out to Homer Senior Citizens in the amount of \$25 for one waitlist or \$10 for each additional list.
3. State background check from Alaska State Troopers. Form enclosed. Must be completed, signed and returned with a check made out to the State of Alaska in the amount of \$20.
4. Tenant Selection Procedures signed and returned
5. Copy of your license and/or ID

Step Two: After the application packet is returned, you will be placed on the waitlist (s) you have chosen and notified by mail where you stand on each list.

Enclosed are photos of each complex, along with floor plans.

Should you have any additional questions and/or concerns, please don't hesitate in contacting me at (907) 235-4553 or rose@homerseniors.com.

Thank you for your interest in our Independent Living Apartment Complexes.

Rosalyn Rose, Administrative
Assistant/Housing

EQUAL HOUSING

Over 40 Years of Great Service Helping Seniors "Live Life to Its Fullest"
www.homerseniors.org



TENANT SELECTION PROCEDURES

INDEPENDENT LIVING APARTMENT COMPLEXES HOMER SENIOR CITIZENS, INC.

Applications will be accepted from persons who are interested in renting an Independent Living housing unit who meet the following criteria:

1. Be an individual who is 55 years of age or older.
2. Two or more individuals, at least one of whom is 55 years of age or older.
3. The surviving co-tenant of an individual who (a) was at least 55 years of age or older at the time of his or her death AND (b) was living in the senior housing unit with the surviving co-tenant at the time of his or her death.
4. An individual or individuals described in 2 or 3 above and others regardless of age, who are essential to the care and well-being of the individual or individuals.

Housing Management will:

1. Date the application upon receipt in the Housing Management Office.
2. Verify age information of applicant and, if applicable, co-applicant. Age information is a passport, birth certificate or driver's license.

There are **eight** active waiting lists for Kachemak Bay Senior Housing, Pioneer Vistas Senior Housing, Bartlett Terrace Senior Housing and Swatzell Terrace Senior Housing for seniors desiring admission to Independent Living Apartments. There is also a waiting list for The Terrace HOME units.

Due to our large waiting list, we have found it to be easier and more expedient to keep eight separate lists for our apartments. Each complex (PVSH, KBSH & BTSH) has both a one-bedroom and a two-bedroom list. Swatzell Terrace Senior Housing has a market rate and a HOME unit list. The Terrace has a HOME unit list. The following procedures will be followed:

1. Upon receipt of your application, you will be placed at the bottom of your desired waiting list(s). Applicants are called in order of the date applications are received.
2. If you apply for a one-bedroom only, you will only be called when a one-bedroom apartment is available. Each time you decline an apartment offer, you go to the bottom of each list you are on. If you decline an apartment offer three times, you are dropped from our list(s) and will need to reapply if you want back on the list(s).
3. If you apply for a two-bedroom only, you will only be called when a two-bedroom is available. Each time you decline an apartment offer, you go to the bottom of the list(s). If you decline an apartment offer three times, you are dropped from our list(s) and will need to reapply if you want back on the list(s).
4. If you apply for either a one or two-bedroom, you will be placed at the bottom of both lists and called when either is available. **NOTE:** *Each time you decline any apartment, you will go to the bottom of all lists that you are on until the third decline at which time you will be dropped from all lists and need to reapply to get back on the list.*

Over 40 Years of Great Service Helping Seniors "Live Life to Its Fullest"
www.homerseniors.org



5. **It is the responsibility of the applicant** to keep housing management informed of changes in address and phone numbers, especially phone numbers as we contact applicants by phone. If we are unable to contact you at all by phone, you will be dropped from our list and need to reapply to get back on the list.
6. If we contact you by phone about an apartment, and you do not respond within three days, we will consider this a decline and the next applicant will be called. This is necessary to expedite filling our apartments and to keep our lists effective for all concerned.
7. If/when you are contacted and accept an apartment, you will need to complete and sign your rental agreement and pay a security deposit in the amount of **\$500.00** for a 1-bedroom unit or **\$600.00** for a 2-bedroom unit within five business days.
8. You will be required to get a clearance/background check from the Alaska State Troopers.

If a tenant knowingly falsifies criminal history, the tenant may be issued a 30-day notice to quit. HSC follows the State of Alaska Barrier Crimes regulations (7AAC 10.905) for tenant selection process for all senior housing managed and operated by HSC.

Your first month's rent is due by your move-in date. If, after signing your rental agreement, you choose to decline the apartment, you will forfeit your security deposit and be removed from all the active wait lists.

Any person, regardless of age or living arrangement, whether in an apartment or private home, must consider other options if the person is unable to live independently. **LIVING INDEPENDENTLY** means the person(s) is (are) able to safely carry out daily activities by themselves or with assistance.

Ethnic Race (Check as many as apply) **Does not affect placement on wait lists.**

<input type="checkbox"/>	Alaskan Native/American Indian
<input type="checkbox"/>	Asian
<input type="checkbox"/>	Black/African American
<input type="checkbox"/>	Native Hawaiian/Pacific Islander
<input type="checkbox"/>	White
<input type="checkbox"/>	Hispanic

Applicant Signature _____

Date _____

Co-Applicant Signature _____

Date _____

Rosalyn Rose - Administrative Assistant/Housing

Date _____

Over 40 Years of Great Service Helping Seniors "Live Life to Its Fullest"

www.homerseniors.org





Homer Senior Citizens, Inc.

3935 Svedlund Street
Homer, Alaska 99603
(907) 235-7655 Fax: (907) 235-3739

Independent Housing Application

Please find enclosed the information you requested regarding independent living at the Homer Senior Citizens, Inc. apartment complexes. **All Homer Senior Citizens, Inc. property inside and outside apartments, housing units and common spaces in the complexes are designated no smoking places.**

If you wish to begin the process for application to these units, please complete the enclosed forms and return them to the above address. The signed Application, Tenant Selection Procedures and Waiting List Procedures must be returned. The minimum age requirement for all our units is 55 years of age. A **copy of proof of age** is also needed for a complete application. As of August 2016, a **non-refundable application fee of \$25.00 for the initial list and \$10.00 for each additional list** will be assessed.

Pioneer Vistas Senior Housing (PVSH) consists of two one-bedroom apartments and six two-bedroom apartments. All apartments have a kitchen stove, refrigerator, and washer/dryer. Heat, water, sewer, garbage service and preferred cable TV are included in the monthly rent.

Kachemak Bay Senior Housing (KBSH) includes 16 one-bedroom apartments and eight two-bedroom apartments. All apartments have a kitchen stove, refrigerator, and washer/dryer. Water, sewer, garbage service and preferred cable TV are included in the monthly rent. Heat is electric and the responsibility of the tenant.

Bartlett Terrace Senior Housing (BTSH) is a nine-unit (9) independent living apartment complex consisting of seven two-bedroom apartments and two one-bedroom apartments. All apartments have a stove, refrigerator, washer, and dryer. Each unit has an attached heated garage. All units are handicap accessible and one unit is handicap equipped. Water & sewer, heat, preferred cable, and garbage service is provided.

Swatzell Terrace Senior Housing (STSH) is a four unit (4) independent living apartment complex consisting of four two-bedroom apartments. All apartments have a stove, refrigerator, washer, and dryer. Each unit has an attached garage. All units are handicap accessible and equipped. Water/sewer, heat, preferred cable, and garbage service is provided. Two of these apartments will be rented to low-income renters based on the HUD income guidelines for the "HOME" program and are referred to as our "HOME" units.

The Terrace HOME units The Terrace Assisted Living has eight (8) apartments that are designated low-income HOME units. *Additional paperwork* is required before renting.

If you would like additional information, or have any questions, please feel free to contact Rosalyn Rose at 235-4553 or by email: rose@homerseniors.com



Over 40 Years of Great Service Helping Seniors "Live Life to Its Fullest"
www.homerseniors.org

RESIDENT APPLICATION - INDEPENDENT LIVING APARTMENTS

PLEASE PRINT:

Full Name of Tenant: _____

Date of Birth: _____ Verification: _____ (must be supplied)

Co-Tenant Name (if any): _____

Date of Birth: _____ Verification: _____ (must be supplied)

Present Mailing Address: _____

Phone Number: _____ Message Phone: _____

Email address: _____

(Please keep current contact number with Homer Senior Citizens.)

LIST TWO REFERENCES THAT ARE NOT RELATIVES THAT COULD VERIFY PREVIOUS RENTAL HISTORY:

1) Name: _____ Phone: _____

Address: _____

2) Name: _____ Phone: _____

Address: _____

SUBSIDIZED RENTALS

Homer Senior Citizens, Inc. does not offer subsidized rentals. If you desire information on subsidized rentals, please contact Alaska Housing Finance Corporation (Public Housing) Section 8. They can be reached in Homer at (907) 235-2447. Homer Senior Citizens, Inc. will review these on a case-by-case basis for acceptance.

SECURITY DEPOSIT

A security deposit of **\$500.00** for a one-bedroom apartment and **\$600.00** for a two-bedroom apartment will be required when the unit rental agreement is signed. The first month's rent is due when the tenant moves into the apartment.

Over 40 Years of Great Service Helping Seniors "Live Life to Its Fullest"
www.homerseniors.org



PET FEE

One small dog spayed/neutered, (30 lbs. or less) OR one cat declawed/soft paws and spayed or neutered, OR up to a 20-gallon fish tank OR up to two small birds are permitted. A non-refundable pet fee of \$100.00 will be required for fish or birds. A non-refundable pet fee of \$500.00 will be required for one small dog or one cat.

CURRENT MONTHLY RENT AT OUR HOUSING FACILITIES

All independent living units are equipped with GCI Cable preferred service package.

Please indicate with a check mark in the spaces below which size apartment you wish to apply for. If you wish to be on a waiting list for any apartment, be sure you read our waiting list rotation method as detailed in the attached Tenant Selection Procedures and understand it before making your decision.

Pioneer Vistas Senior Housing

Heat, Water & Sewer, and preferred cable service is included in the rent. Tenant responsible for Electric.

___ One Bedroom \$805
___ Two Bedroom \$925

Kachemak Bay Senior Housing

Water/sewer and preferred cable service is included in the rent. Each unit has a carport. Tenant responsible for Electric

___ One Bedroom \$655
___ Two Bedroom \$780

Bartlett Terrace Senior Housing

Heat, Water & Sewer and preferred cable service included in the rent.

Each of the units in BTSH & STSH has an attached, heated garage. Tenant is responsible for Electric.

___ One Bedroom \$905
___ Two Bedroom \$1025

Swatzell Terrace Senior Housing

Heat, water/sewer, and preferred cable service included in the rent.

___ Two Bedroom market rate \$1025
___ Two Bedroom HOME unit \$793
(requires income verification to be placed on waitlist)

The Terrace

___ One Bedroom HOME unit \$675 (requires income verification to be placed on waitlist)

Over 40 Years of Great Service Helping Seniors "Live Life to Its Fullest"
www.homerseniors.org



I declare that the information given on this application is full, true, and correct to the best of my knowledge.

I agree that any rental agreement entered based on false or misstatements of information may be cause for termination of the rental agreement.

I authorize the individual references listed to release all available information to **Rosalyn Rose, Administrative Assistant - Housing for Homer Senior Citizens, Inc., 3935 Svedlund Street, Homer, Alaska 99603.**

I understand that this is not a contract and does not bind either party.

I understand that I will be required to supply additional information when I sign a rental agreement to accept an apartment or housing unit.

Applicant Signature

Date



**STATE OF ALASKA
DEPARTMENT OF PUBLIC SAFETY
REQUEST FOR CRIMINAL JUSTICE INFORMATION
From the Alaska Criminal History Record Repository**

Original forms must be submitted to:
**Criminal Records and Identification Bureau
5700 E. Tudor Road, Anchorage, AK 99507
Telephone: (907) 269-5767 Fax: (907) 269-5091
Include fee: \$20 single copy, \$5 each additional copy
Check or money order must be made payable to 'State of Alaska'**

Type of information being requested (from the record subject): (Choose ONE)

- ☐ 1. Criminal Justice Information available only to the SUBJECT
▪ This report includes all criminal charges and dispositions, including any sealed record.
▪ If the record subject has a sealed record this box MUST be checked ☐
- ☐ 2. Criminal Justice Information available to ANY PERSON for ANY PURPOSE
▪ This report includes current/open criminal charges and charges that resulted in conviction, excluding sealed records.
- ☒ 3. Criminal Justice Information available to an INTERESTED PERSON
▪ This report includes all criminal charges and dispositions, excluding sealed records

A check or money order payable to the State of Alaska in the amount of \$20 must accompany this request. Additional copies, if requested at the time of this request, may be obtained for an additional \$5 per copy. State agencies with a Reimbursable Services Agreement (RSA) in place may fax the appropriate forms. All other requests must be submitted via U.S. Postal Service or in person.

Subject Name: _____

Maiden/Alias name(s): _____

Mailing Address: _____

City/State/Zip: _____

Alaska Drivers License #: _____

Date of Birth: _____

Sex: ☐ Male ☐ Female **Soc Sec No.** _____

Telephone: _____

Msg: _____

MAILING ADDRESS TO SEND REPORT:

Name: _____

Title: _____

Homer Senior Citizens, Inc.
3935 Svardlund

Mailing Address: _____

Homer, Alaska 99603

City/State/Zip: _____

☒ If you would like the record faxed to you, provide a Fax Number: **907-235-3739**

Unsworn Falsification Statement (Your request will not be processed if you do not sign this statement.)

I certify under penalty of unsworn falsification (AS 11.66.210) that the information I am supplying on and with this form is true and correct.

Record Subject's Signature _____

Date: _____

Request for Criminal Justice Information
Page 2

Criminal Records and Identification Bureau Use Only	
<input type="checkbox"/> Fee Payment Type _____	<input type="checkbox"/> Report Sent to Subject _____
<input type="checkbox"/> Fee Waiver/Authorization _____	<input type="checkbox"/> Report Sent to Requester _____
<input type="checkbox"/> OCA Number _____	<input type="checkbox"/> R&I Staff Initials _____

Authority:

AS 11.56.210 - Unsworn Falsification

AS 12.62.160 - Release and Use of Criminal Justice Information; fees

AS 12.62.900 - Definitions

13 AAC 68 Article 4 - Dissemination of Criminal Justice Information

13 AAC 68.905 - Definitions

DPS Form 11/16/03

Revised 2/24/04

Revised 4/20/04

Revised 11/18/04

Revised 1/13/05

Revised 6/13/06

Kachemak Bay Senior Housing



KB SH A - 277 Herndon Dr.
 KB SH B - 253 Herndon Dr.
 KB SH C - 229 Herndon Dr.
 KB SH D - 213 Herndon Dr.

Kachemak Bay

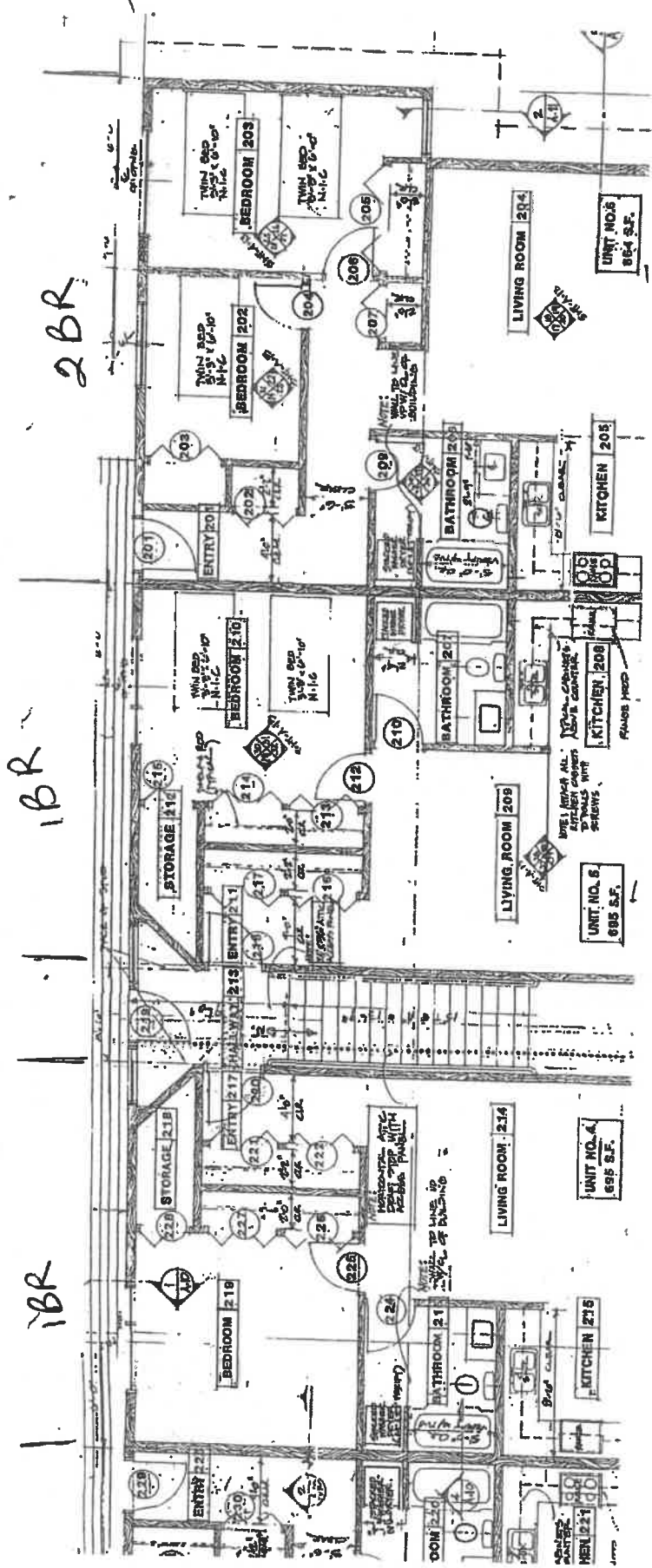
(2) 1 BEDROOM
 CARPORT
 HALL ENTRANCE
 695 SF.

LIVING ROOM 18'x13'6"
 BEDROOM 12'x14'

KB SH upper level

(2) 2 BEDROOM
 DIRECT ACCESS UNDER
 CARPORT
 864 SF.

LIVING ROOM 16'x16'6"
 MASTER BEDROOM 16'x11'
 BEDROOM 14'x10.5'

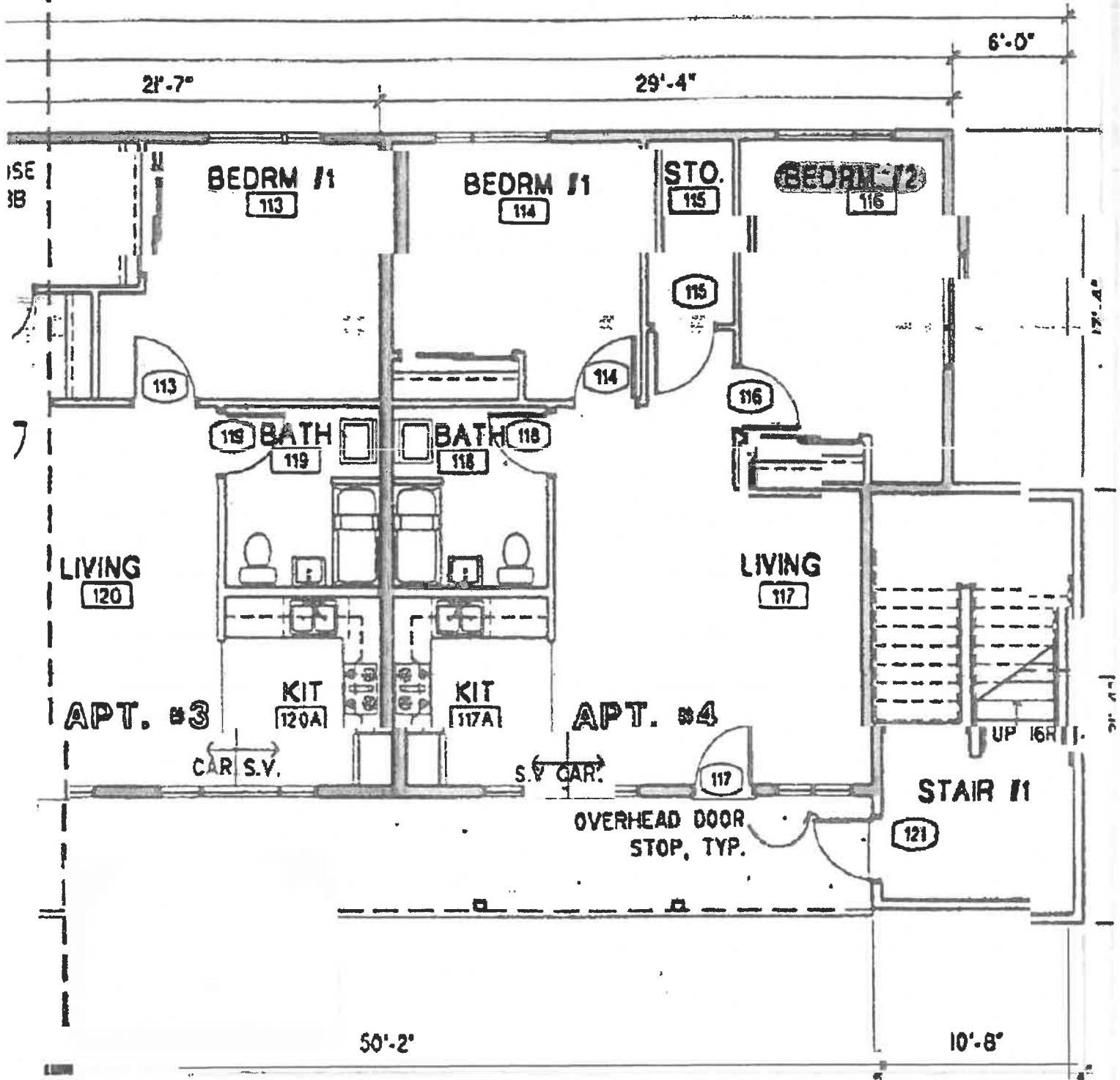


Pioneer Vista Senior Housing



Pioneer Vistas - 4013 Suedlund St.

MATCH LINE *no garage/no carport*



Bartlett Terrace Senior Housing

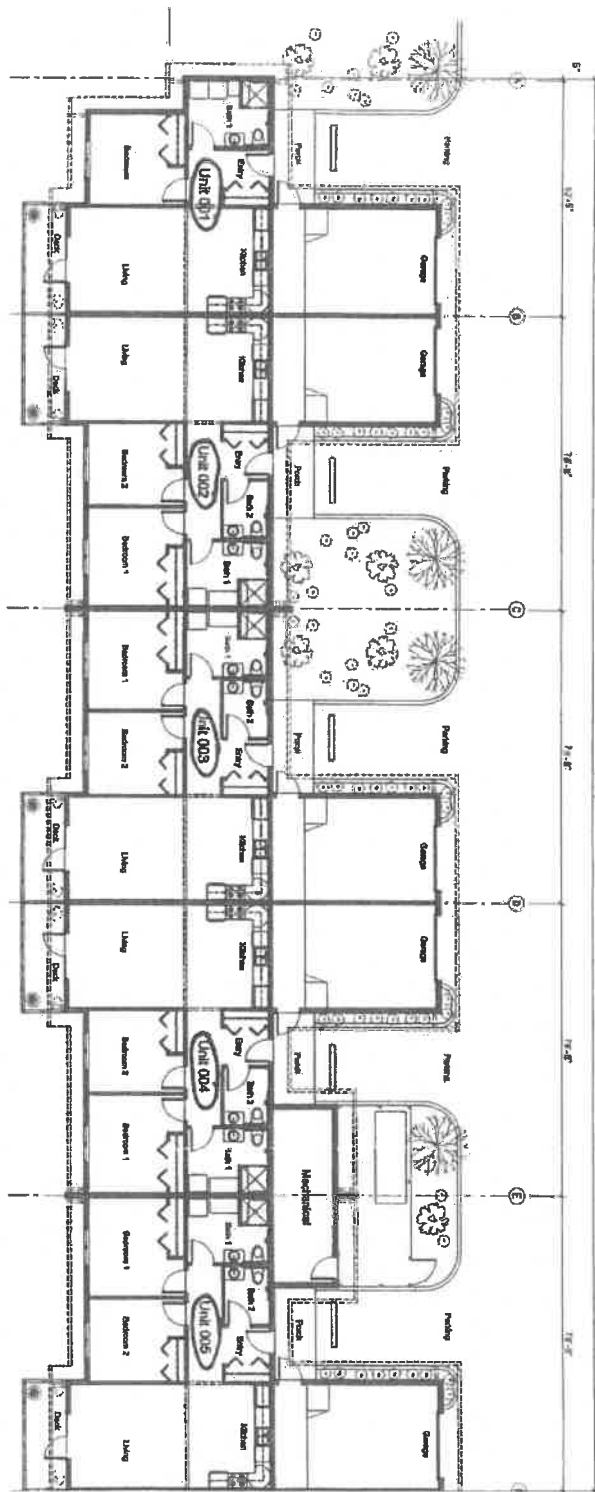


1 bdrm - 772 sq ft
 2 bdrm - 1030 sq ft
 garage - 330 sq ft

4048 Bartlett St.

Bartlett Street

1 ENLARGED FLOOR PLAN
 SCALE 1/8" = 1'-0"



9 units total

pg 1 of 2

Sheet: A1.2
 3 of 4

ENLARGED FLOOR PLAN

Project: 0116
 The Bartlett Project



**BARTLETT TERRACE
 SENIOR HOUSING
 HOMER, ALASKA
 CONSTRUCTION DOCUMENTS**

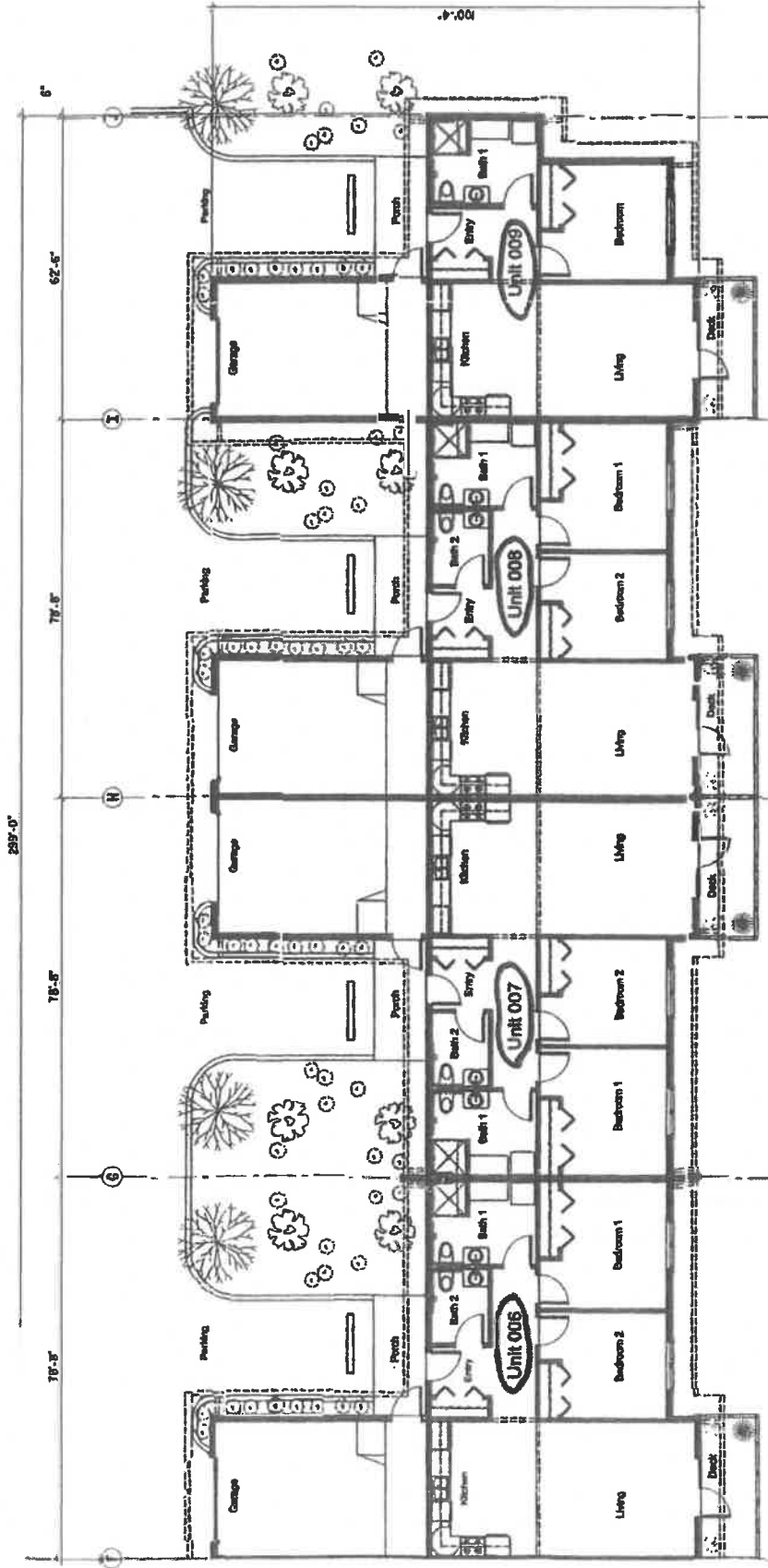
**K&A
 & ASSOCIATES**
 ARCHITECTURE • PLANNING • INTERIORS • GRAPHICS
 KENAI, ALASKA (907) 263-3698
 ktago@alaska.net

Barbadora

4048 Bartlett St

Bartlett

1 bdrm - 772 sq. ft.
2 bdrm - 1030 sq. ft.
garage - 330 sq. ft.



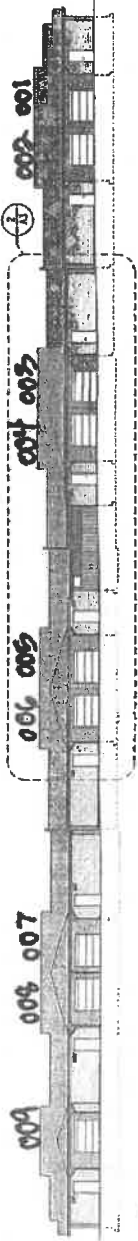
1 ENLARGED FLOOR PLAN

GRAPHIC SCALE
1" = 4'-0"

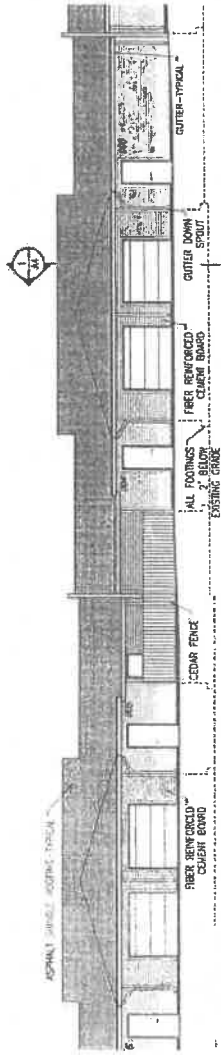


pg 2 of 2

Front View

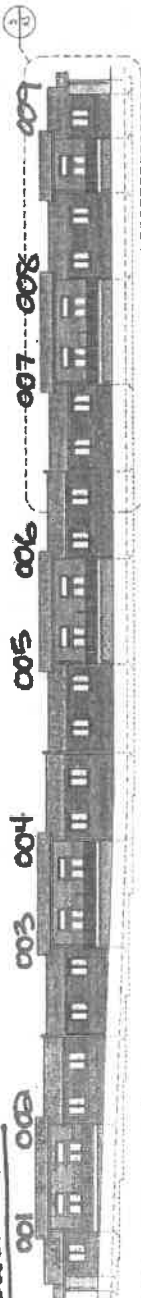


1 NORTH ELEVATION
GRAPHIC SCALE: 0' 5' 10' 20'

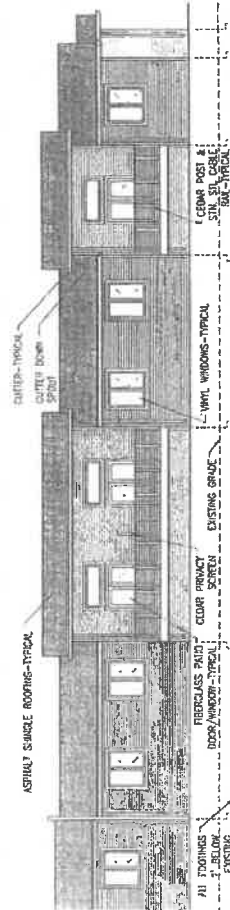


2 ENLARGED NORTH ELEVATION
GRAPHIC SCALE: 0' 3' 6' 12'

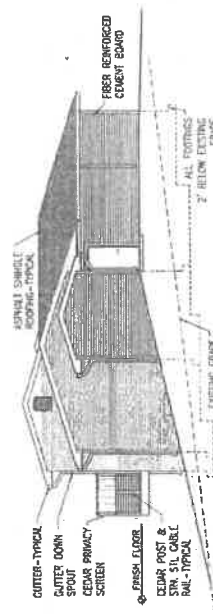
Back View



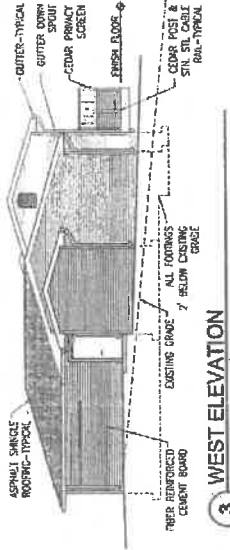
4 SOUTH ELEVATION
GRAPHIC SCALE: 0' 5' 10' 20'



5 ENLARGED SOUTH ELEVATION
GRAPHIC SCALE: 0' 3' 6' 12'



6 EAST ELEVATION
GRAPHIC SCALE: 0' 3' 6' 12'



3 WEST ELEVATION
GRAPHIC SCALE: 0' 3' 6' 12'

Bartlett Street

Bartlett Street

BARTLETT TERRACE SENIOR HOUSING HOMER, ALASKA

KUGF & ASSOCIATES
ARCHITECTURE - PLUMBING - MECHANICAL - ELECTRICAL
KENAI, ALASKA
(907) 283-3698
kugf@alaska.net

Revisions:
8.13.2006

DATE: APRIL 3, 2007	PROJECT: Bartlett Terrace Senior Housing
DESIGNED BY: KUGF & ASSOCIATES	PROJECT NO: 0116
EXTERIOR ELEVATIONS	
<p>A3 CONCRETE BOARD - FIBER REINFORCED</p>	

See p4 #119 1bdm 777.11 sq ft
#218 2bdms 1035.56 sq ft
garages 325.11 sq ft
4048 Bartlett St

Swatzell Terrace Senior Housing

