

## EXHIBIT A

### South Carolina State Housing Finance and Development Authority 2010 LIHTC TIER ONE Application Checklist

This Application Package Checklist must be submitted with the Tier One Application.

Development Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please check off each category for which documents are submitted or mark as N/A.

TAB	Document	Comments	Check Off		
1	Application	All required <b>signatures</b> must be <b>originals</b> . Faxes will not be accepted.			
	Application Fee	A <b>\$1,000</b> application fee is due at the time of application submission.			
	Market Study Fee	A <b>\$4,500</b> market study fee is due at the time of application submission.			
2	Application Checklist	<b>Exhibit A Tier One</b>			
3	Developer Certification for Project Rejection Form	<b>Form 1</b>			
4	Development Narrative	Refer to <b>page 8</b> in the 2010 Tax Credit Manual	a	e	h.2
			b	f	h.3
			c	g	h.4
			d	h.1	
5	Site Control Documents	Refer to <b>page 9</b> in the 2010 Tax Credit Manual *(e) not required if (a) provided.	a, b, c, or d		
			*e	f	
6	Site Suitability Determination and General Site Information	Refer to <b>page 9</b> in the 2010 Tax Credit Manual	a	e	i
			b	f	j
			c	g	
			d	h	
7	Zoning/Locational Standards	Refer to <b>page 6</b> of the 2010 QAP			
8	Community Revitalization Development Plan Verification	Refer to <b>page 9</b> in the 2010 QAP and <b>page 10</b> in the 2010 Tax Credit Manual			
9	Qualified Census Tract Verification	Refer to <b>page 10</b> in the 2010 Manual			
10	Certified Rent Roll	<b>Certified Rent Roll</b> for Acquisition/Rehabilitation developments only.			
11	Utility Allowance Estimate	Current <b>Utility Cost Estimate</b> - refer to <b>page 14</b> in the 2010 Tax Credit Manual			
12	Previous Participation Certification	<b>Exhibit K</b> - Refer to <b>page 2 and page 5</b> in the 2010 QAP	a	b	
13	Opinions, Certifications and Exhibits (if applicable)	Phase I Environmental Assessment Report- Applicable to all applicants applying for tax credits. Refer to <b>page 9</b> in the 2010 Tax Credit Manual			
		Third Party Railroad Noise Study- refer to <b>page 4</b> in the 2010 QAP			
		City/County Letter regarding water and sewer utility tie-ins. Refer to <b>page 3</b> of the 2010 QAP.			
		Copy of Certified Letter sent to Public Housing Authority			
		Railroad Mitigation Plan- refer to <b>page 4</b> in the 2010 QAP			

## EXHIBIT A

### South Carolina State Housing Finance and Development Authority 2010 LIHTC TIER TWO Application Checklist

This Application Package Checklist must be submitted with the Tier Two Application.

Development Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please check off each category for which documents are submitted or mark as N/A.

TAB	Document	Comments	Check Off
1	Application	All required <b>signatures</b> must be <b>originals</b> . Faxes will not be accepted.	
	Application Fee	A <b>\$5,000</b> application fee is due at the time of application submission.	
2	Application Checklist	<b>Exhibit A Tier Two</b>	
3	Attorney Opinion Letter(s)	<b>Exhibit C</b> (Tax Credit Eligibility)	
		<b>Exhibit D</b> (Acquisition/Rehabilitation Developments)	
		<b>Exhibit E</b> (Nonprofit Eligibility)	
4	Site Control Document	<b>Notarized Letter</b> – Refer to <b>page 12</b> in the 2010 Tax Credit Manual	
5	Zoning/Locational Standards	Refer to <b>page 12</b> in the 2010 Tax Credit Manual	
6	Architect and/or Professional Engineer Certification	<b>Exhibit G Tier Two</b>	
7	Cost Information - Alternative Plan for AHP Funding	Alternative Narrative Plan for AHP Funding and revised application pages 7, 8, 9 and 12	
8	Entity Information	<b>Form LP</b>	
		<b>Form LLC</b>	
		<b>Form CORP</b>	
		Valid <b>Certificate of Existence</b> for <u>each</u> ownership entity (all LPs, LLCs, and Corps) from the SC Secretary of State's Office.	
		Articles of Incorporation <u>or</u> Charter <u>or</u> By-laws for <b>ALL</b> entities that <b>make up the ownership entity</b> .	
9	Nonprofit Information - Provide this information if a Nonprofit is a General Partner or Member of an LLC	IRS Determination of Nonprofit Status – <b>501(C)(3) or 501(C)(4) Letter</b>	
		Most Current <b>IRS Form 990</b> (2007, 2008)	
		<b>Certificate of Existence</b> from the SC Secretary of State's Office	
		<b>List of Nonprofit Board Members</b> indicating the number of years they have served on the Board.	
		<b>List of Full Time Employees</b> and their responsibilities	
		<b>Narrative Statement/Plan for Material Participation</b> – Refer to <b>page 7</b> in the 2010 Tax Credit Manual	
		<b>By-Laws and Mission Statement</b> - Evidence that Nonprofit has among its exempt purposes the fostering of low-income housing.	
10	Entity Agreement	<b>Development Agreement</b>	
		<b>Initial Partnership Agreement or LLC Operating Agreement</b>	
11	Identity of Interest Certification	<b>Exhibit P</b>	

12	Utility Allowance Estimate	<b>Applicable Utility Cost Estimate-</b> (most current) Refer to Exhibit U for completing page 6 of the Tax Credit application.	
13	Development and Targeting/Extended Use Characteristics	<b>Tenant Ownership Plan</b> (if applicable)- refer to <b>page 6</b> in the 2010 QAP	
		<b>Tenant Ownership Conversion Agreement</b> (if applicable)- refer to <b>page 6</b> in the 2010 QAP	
		<b>Marketing Plan-</b> refer to <b>page 6</b> in the 2010 QAP	
		<b>Letter from Disability Agency</b> (if applicable)- refer to <b>page 6</b> in the QAP	
14	Acquisition/Rehabilitation Developments	<b>Initial Building Placed-In-Service Date Information</b>	
		<b>Acquisition Building Service Dates</b> (date they will be acquired)	
		<b>Evidence of Existing Subsidies</b> (if applicable)	
		<b>Relocation Plan</b> (if applicable)	
		<b>Form 3-</b> Developer Relocation Certification & Tenant Profile Form	
15	Physical Needs Assessment Report (if applicable)	<b>Physical Needs Assessment Report-</b> refer to <b>page 12</b> in the 2010 Tax Credit Manual	
		<b>Exhibit R</b>	
16	Financing Information	<b>Letter of Intent - RHS Form AD622</b> (if applicable)	
		<b>Deferred Developer Fee</b> – Statement of terms of the deferred repayment obligation	
		<b>Deferred Developer Fee - Nonprofit Resolution</b> (if applicable)	
		<b>Conventional Letter of Intent for Construction and Permanent Financing</b>	
		<b>Firm Construction Financing/ Letter of Commitment-</b> refer to <b>page 8</b> in the 2010 QAP	
		<b>Repayment Schedule for all “Soft” Loans</b> (if applicable)	
		<b>Other Funding Commitments</b> (if applicable)	
17	Syndication Information	<b>Syndication Letter of Intent</b> must contain the ownership percentage, equity contribution, syndication factor, and expected annual tax credit.	
18	Opinions, Certifications, and Exhibits	Parking Space Regulatory Code/Requirement (if applicable)- refer to <b>page 13</b> of the 2010 Tax Credit Manual	
19	HOME Information (if applicable)	<b>HOME Application &amp; Exhibits</b>	
		<b>HOME Manager confirmation of eligibility</b>	

If, upon the submission of the **Tier Two Application** it is determined that the development is not substantially the same as the development described in the Tier One Application, the development will not be considered for an allocation of Low-Income Housing Tax Credits.

**EXHIBIT C**

**Attorney Opinion Letter  
For all Developments Requesting an Allocation of Tax Credits**

**(Letter must be typed on Attorney's Letterhead)**

Low-Income Housing Tax Credit Program  
South Carolina State Housing Finance and Development Authority  
300-C Outlet Pointe Blvd.  
Columbia, South Carolina 29210

Re: Name of Development  
Address of Development  
Applicant

Ladies and Gentlemen:

This opinion is rendered in compliance with the requirements of the Low-Income Housing Tax Credit Program.

The undersigned is an attorney-at-law, licensed to practice before the courts of the State of South Carolina. A significant portion of my practice relates to tax matters and the interpretation of the Internal Revenue Code of 1986 (the "Code"), as amended. I am familiar with the provisions of section 42 of the Internal Revenue Code, as amended, and have advised the owner with regard to its applicability to the above-referenced development.

Based upon an independent investigation into the facts and circumstances surrounding the above-referenced development, I am of the opinion that said development qualifies for an allocation of the Low-Income Housing Tax Credit pursuant to section 42 of the Code, as amended. I have reviewed and signed the above-referenced development application dated

\_\_\_\_\_.

It is my intention that the South Carolina State Housing Finance and Development Authority may rely on this opinion in making its determination whether or not to offer a reservation of the Low-Income Housing Tax Credit to this development.

Yours very truly,

## EXHIBIT D

### **Attorney Opinion Letter For Acquisition/Rehabilitation Developments Only**

**(Letter Must Be Typed On Attorney's Letterhead)**

Low-Income Housing Tax Credit Program  
South Carolina State Housing Finance and Development Authority  
300-C Outlet Pointe Blvd.  
Columbia, South Carolina 29210

Re: Name of Development  
Address of Development  
Applicant

Ladies and Gentlemen:

This opinion is rendered in compliance with the requirements of the Low-Income Housing Tax Credit Program.

The undersigned is an attorney-at-law, licensed to practice before the courts of the State of South Carolina. A significant portion of my practice relates to tax matters and the interpretation of the Internal Revenue Code of 1986 (the "Code"), as amended. I am familiar with the provisions of Section 42 of the Internal Revenue Code, as amended, and have advised the owner with regard to its applicability to the above-referenced development.

I have advised my client that beginning in 1990, Low-Income Housing Tax Credits may not be allocated solely on the basis of the acquisition of a building containing low-income units. I have advised my client that, in order to qualify, an acquired building must undergo rehabilitation. I have further advised my client as to the degree of rehabilitation which must be carried out in order for this development to qualify for the acquisition and rehabilitation credit.

I have made an independent inquiry as to the facts and circumstances surrounding the acquisition of this development by my client. I have reviewed and signed the above captioned development application dated \_\_\_\_\_.

Based upon the foregoing, I am of the opinion that the acquisition of the above-referenced development by my client meets the requirements of Section 42 of the Code, as amended. I am further of the opinion that, should the proposed rehabilitation of this development take place in the manner contemplated by my client, said development will qualify for an allocation of the Low-Income Housing Tax Credit.

It is intended that the South Carolina State Housing Finance and Development Authority may rely on this opinion in making its determination whether or not to make an allocation of the Low-Income Housing Tax Credit to this development.

Yours very truly,

**EXHIBIT E**

**Attorney Opinion Letter For Eligible Nonprofit Organizations**

**(Letter Must Be Typed On Attorney's Letterhead)**

Low-Income Housing Tax Credit Program  
South Carolina State Housing Finance and Development Authority  
300-C Outlet Pointe Blvd.  
Columbia, South Carolina 29210

Re: Name of Development  
Address of Development  
Applicant

Ladies and Gentlemen:

You have asked that we render our opinion that (applicant) is a qualified nonprofit organization within the meaning of Section 42(h)(5) of the Internal Revenue Code. We understand that you require this opinion as a prerequisite to your consideration of making an allocation of Low-Income Housing Tax Credits to (applicant) \_\_\_\_\_ from the set-aside reserved for the use of qualified nonprofit organizations.

In rendering our opinion, we have reviewed the Articles of Incorporation and Bylaws of (Applicant) \_\_\_\_\_ as well as the Letter of Determination dated (date) \_\_\_\_\_ from the Internal Revenue Service. We have also examined the records of (applicant) \_\_\_\_\_ to determine whether or not there exists an identity of interest between (applicant) \_\_\_\_\_ and any for profit participant in the above-referenced development, (the "development") \_\_\_\_\_.

Based upon our review of the foregoing, it is our opinion that:

- (1) (Applicant) \_\_\_\_\_ - is a "qualified nonprofit organization" within the meaning of Section 42(h)(5) of the Internal Revenue Code; and
- (2) there is no identity of interest existing between (applicant) \_\_\_\_\_ and any for profit participant in the development and that no impermissible affiliation with or control by a for profit organization exists with respect to the development.

It is our intention that this opinion be relied upon by you in making your determination as to the eligibility of the development to receive Low-Income Housing Tax Credits.

Yours very truly,

## EXHIBIT F

### Attorney Opinion Letter For All Developments Submitting Verification of 10% Expenditure

(Letter Must Be Typed On Attorney's Letterhead)

Low-Income Housing Tax Credit Program  
South Carolina State Housing Finance and Development Authority  
300-C Outlet Pointe Blvd.  
Columbia, South Carolina 29210

Re: Name of Development  
Address of Development  
Applicant

Ladies and Gentlemen:

This opinion is rendered in compliance with the requirements of the Low-Income Housing Tax Credit Program.

The undersigned is an attorney-at-law, licensed to practice before the courts of the State of South Carolina. A significant portion of my practice relates to tax matters and the interpretation of the Internal Revenue Code of 1986 (the "Code"), as amended. I am familiar with the provisions of Section 42 of the Internal Revenue Code, as amended, and have advised the owner with regard to its applicability to the above-referenced development.

Based upon an independent investigation into the facts and circumstances surrounding the above-referenced development, I am of the opinion that said development has met the requirements for a Carryover Allocation of Low-Income Housing Tax Credits pursuant to Code Section 42, including the requirements of Code Section 42(h)(1)(E)(ii). I have reviewed and signed the above-referenced development application dated \_\_\_\_\_.

It is my intention that the South Carolina State Housing Finance and Development Authority may rely on this opinion in making its determination whether or not this development qualifies for a Carryover Allocation of the Low-Income Housing Tax Credit.

Yours very truly,

**EXHIBIT G**

**South Carolina State Housing Finance and Development Authority  
2010 Tier Two Architect and/or Professional Engineer Certification**

Development Name: \_\_\_\_\_ Total # of Bldgs. in the project: \_\_\_\_\_  
\_\_\_\_\_

**Low Income Units**

<b>Unit Type:</b>	<b># of Units:</b>	<b># of Baths:</b>	<b>Heated Area:</b>	<b>Total Heated Area:</b>
Efficiency	_____	_____	_____ s.f.	_____ s.f.
1 Bedroom	_____	_____	_____ s.f.	_____ s.f.
2 Bedroom	_____	_____	_____ s.f.	_____ s.f.
3 Bedroom	_____	_____	_____ s.f.	_____ s.f.
4 Bedroom	_____	_____	_____ s.f.	_____ s.f.
<b>Living Units Total:</b>	_____		<b>Sub-Total Residential Heated Sq. Ft.:</b>	_____ s.f. (A)

<b>Type:</b>	<b># of Type:</b>	<b>Area:</b>	<b>Total Area:</b>
Covered Porches	_____	_____ s.f.	_____ s.f.
Breezeways	_____	_____ s.f.	_____ s.f.
Outside Storage	_____	_____ s.f.	_____ s.f.
Other: _____	_____	_____ s.f.	_____ s.f.
<b>TOTAL NON-HEATED AREA:</b>			_____ s.f.

**Market Rate Units**

<b>Unit Type:</b>	<b># of Units:</b>	<b># of Baths:</b>	<b>Heated Area:</b>	<b>Total Heated Area:</b>
Efficiency	_____	_____	_____ s.f.	_____ s.f.
1 Bedroom	_____	_____	_____ s.f.	_____ s.f.
2 Bedroom	_____	_____	_____ s.f.	_____ s.f.
3 Bedroom	_____	_____	_____ s.f.	_____ s.f.
4 Bedroom	_____	_____	_____ s.f.	_____ s.f.
<b>Living Units Total:</b>	_____		<b>Sub-Total Residential Heated Sq. Ft.:</b>	_____ s.f. (B)

<b>Type:</b>	<b># of Type:</b>	<b>Area:</b>	<b>Total Area:</b>
Covered Porches	_____	_____ s.f.	_____ s.f.
Breezeways	_____	_____ s.f.	_____ s.f.
Outside Storage	_____	_____ s.f.	_____ s.f.
Other: _____	_____	_____ s.f.	_____ s.f.
<b>TOTAL NON-HEATED AREA:</b>			_____ s.f.

**COMMON AREAS**

Office Area:	_____	_____ s.f.	_____ s.f.
Laundry:	_____	_____ s.f.	_____ s.f.
Exercise Room:	_____	_____ s.f.	_____ s.f.
Computer Room:	_____	_____ s.f.	_____ s.f.
Community Building:	_____	_____ s.f.	_____ s.f.
Other: _____	_____	_____ s.f.	_____ s.f.
<b>Sub-Total Non-Residential Heated Sq. Ft.:</b>			_____ s.f. (C)

**TOTAL HEATED AREA (A+B+C): \_\_\_\_\_ s.f.**



## **MANDATORY DESIGN CRITERIA**

The development **will be** designed and constructed incorporating the following **Mandatory Design Criteria** included at no extra cost to the tenants.

### **For All Development Types:**

1. Window coverings for each window, including glass doors, must be installed. Metal blinds are not permitted.
2. All kitchen and bathroom interior cabinets must be solid wood or wood/plastic veneer products with dual slide tracks on drawers. New cabinets must have solid wood dual sidetrack drawers and no laminate or particleboard fronts for doors or drawer fronts. Cabinets shall meet the ANSI/KCMA A1 61.1 performance and construction standard for kitchen and vanity cabinets. Cabinets shall bear the certification seal of KCMA (Kitchen Cabinet Manufacturers Association).
3. All entry doors must be metal-clad wood, steel or fiberglass doors that are insulated, paneled, and have a peephole. Deadbolt locks are required in entry doors. Dead bolt locks on entry doors should have "thumb latch" on interior side. Double keyed dead bolt locks are prohibited. The minimum clear width of all exterior doors shall be 34 inches.
4. Bi-fold and sliding interior doors are prohibited. All doors must be side hinged.
5. A landscaping plan must be submitted indicating areas to be sodded and landscaped. Landscaping plan(s) must follow any applicable landscape municipal ordinance. At a minimum, sod shall be installed on the front and side areas to a point twenty (20'-0") feet from the building(s). Landscaping may incorporate sod and drought resistant plants and shrubs. All disturbed areas not sodded must be seeded.
6. A recreation area suitable for proposed tenant targeting:
  - a. For family developments – (i) Playground for children located away from automobile traffic patterns with commercial quality play equipment accessible to handicapped traffic and at least one permanently anchored, weather resistant bench, with a back, or (ii) an exercise room with a minimum of three nautilus-type work-out machines (this room's square footage may be included in the minimum 1,200 sq. ft. community building);
  - b. For older persons developments – (i) An exercise room with a minimum of three (3) nautilus type work-out machines (this room's square footage may be included in the minimum 1,200 sq. ft. community building), or (ii) a minimum of one gazebo, with seating, equipped with an Energy Star ceiling fan with light fixture.
7. A new development sign at the entrance(s) to the complex affixed with a Fair Housing logo.
8. Exterior Energy Star rated lighting at all entry doors including individual apartment units, community buildings, common areas within the building(s), and parking areas.
9. Enclosed trash dumpsters and/or compactors. The dumpster must be enclosed by solid fencing on at least three sides. The pad and approach pad to the dumpster must be concrete and not asphalt. The trash dumpster/compactor must be ADA accessible and located on an ADA accessible route.
10. Roofing materials shall be anti-fungal shingles with a minimum 25-year warranty.
11. The following Energy Star appliances must be provided in each unit: (a) Stove with exhaust fan; (b) Full sized refrigerator-freezer, with ice maker, having a minimum size of fourteen (14) cubic feet.
12. At least fourteen (14) SEER HVAC units must be installed. If the Physical Needs Assessment, completed for a rehabilitation development, does not recommend replacement of existing HVAC units in the development, this mandatory criterion is waived. However, any replacement HVAC units installed in the development must be at least fourteen (14) SEER. All refrigeration lines must be insulated. All developments must have central heat and air. Window units are not allowed for any development type.
13. A laundry facility containing: (a) at least one (1) commercial washer and one (1) commercial dryer per twenty-four (24) units; and (b) adequate seating and at least one (1) table for folding clothes. For developments containing more than one hundred (100) rental units that also provide washer and dryer hookups in all units, a minimum of one (1) commercial washer and one (1) commercial dryer per thirty-two (32) units is required. Single family detached unit, townhouse, or duplex developments must provide a washer and dryer hookup in every unit. Developments providing washers and dryers in all rental units are not required to provide a laundry facility.
14. Each unit must be equipped with a 5 lb. ABC rated dry chemical fire extinguisher readily accessible in the kitchen and mounted to accommodate handicapped accessible height in accessible units.
15. Wall switch controlled Energy Star rated overhead lighting is required in all rooms.
16. Sites located in a Radon Zone-1 (highest level) will require Radon Resistant New Construction Practices. Rehabilitation projects must meet the Radon Mitigation Standards as required by the Environmental Protection Agency.
17. All new construction developments must submit a complete site specific soils report, not more than one year old at the time of submission of final plans and specifications, bound within the project specifications. Rehabilitation projects adding any new building foundations must submit a foundation specific soils report.

The soils report must reflect the results of laboratory tests conducted on a minimum of one (1) soil boring per planned building location and a minimum total of two (2) soil borings at the planned paved areas of the development. A registered professional engineer or a certified testing agency with a current license to practice in the State of South Carolina must prepare the report.

18. Metal flashing or 20 mil polyethylene when used in conjunction with a self-adhering polyethylene laminate flashing, must be installed above all exterior door and window units.
19. Mailboxes, playground and all exterior project amenities must be ADA accessible.
20. Exterior wall insulation must have an overall R-11 minimum for the entire wall assembly and roof or attic insulation must have an R-30 rating minimum.
21. Tub/shower units must have minimum dimensions of 30-inch width by 60-inch length and be equipped with anti-scald valves. All tubs in designated handicap accessible units must come complete with "factory-installed grab bars".
22. Mirror length must extend to top of vanity backsplash with top of mirror a minimum of 6'-0" above finish floor. Framed decorative mirrors or medicine cabinets with mirrors are allowed with a minimum size of 14" x 24" and must be hung with the top of mirror a minimum of 6'-0" above finish floor. Vanity cabinets or a medicine cabinet shall be provided in all units. All cabinets in designated handicap accessible units must be installed at ADA mounting heights.
23. Water heaters must be placed in drain pans with drain piping plumbed to the outside. Pipe all T&P relief valve discharges direct to exterior of building and elbow down to spill at 6" above finish grade.
24. Exterior shutters (new not recycled) are required on all 100% vinyl siding buildings. Only existing rehabilitation developments may have 100% vinyl building exteriors.
25. Roof gable vents must be made of aluminum or vinyl materials.
26. All attics must be vented.
27. Carpet and Resilient flooring materials must meet minimum FHA standards.
28. A minimum of two hard-wired battery back-up smoke detectors are required per unit.
29. Pre-finished fascia and soffits must be vinyl covered aluminum and/or perforated cementitious panels with vents.

**For All New Construction Developments:**

1. All units must be equipped with an Energy Star rated dishwasher and an Energy Star rated hot water heater with an energy factor greater than 0.61.
2. All units must have Energy Star rated windows.
3. All units must have an Energy Star rated HVAC system.
4. Energy Star rated lighting must be in all common area corridors, stairwells, and the community room.
5. Washer/dryer hookups in all units.
6. A minimum 1200 square foot community building. Entire facility must be ADA compliant. The square footage counted towards this total may include a leasing office, an equipped exercise room, and an equipped computer center. Laundry rooms and storage/maintenance rooms will not be counted as part of the 1200 square foot minimum. For developments proposing the second phase of a previously completed contiguous tax credit development, the requirement for an additional 1200 square foot community building is waived. However, it is required that laundry facilities be provided to the new phase and must be constructed on the site of the proposed phase. The mandatory laundry facility requirements under Section V. Mandatory Design Criteria, item 14 must be met.
7. All units pre-wired for cable television hook-ups in the living room and one (1) per bedroom.
8. Units with three (3) or more bedrooms must have a minimum of two (2) full bathrooms.
9. The minimum bedroom size for the primary bedroom in each unit must be at least 10'x12'. All other bedrooms must be a minimum 10'x11'. The minimum bedroom square footage excludes the closet space.
10. All older persons (55+ years) and elderly developments will be one-story structures, or if greater than one story, all stories will be accessible by elevators.
11. All sidewalks and walkways shall be a minimum of 36" in width and made of concrete and shall provide access to all parking spaces, front entryway doors, common amenities and driveways and shall be ADA compliant.
12. Sliding glass doors are prohibited.
13. Water closets must be centered, at a minimum, 18 inches from sidewalls or vanity/lavatories. Public use stairway components, such as stringers, treads, and risers must be constructed from steel or concrete. Handrails and pickets must be constructed from steel or aluminum.
14. Patio and porch/balcony components used as part of the building shall have concrete slabs or decks and must be constructed so that no wood is exposed. Concealment shall be with materials such as aluminum or vinyl siding or cementitious materials. Structural wood columns shall be at a minimum 6" x 6" pressure treated columns concealed as noted above with properly sized fiberglass, high density urethane or aluminum columns. Decorative rails and/or guard rail systems used at porches and patios shall be code compliant systems of

vinyl, fiberglass or metal. Wood railings are not allowed.

15. Wall Framing: Sound proofing or sound batt insulation is required between the stud framing in party walls. A sound rating of STC 54 is required.

#### **For All Single Family Townhouse, and Duplex Developments:**

1. All detached single family homes must contain a minimum of three (3) and two (2) full bathrooms.
2. All townhouses must contain a minimum of two (2) bedrooms and one and one-half bathrooms. At a minimum, a half bathroom must be located on the first floor.
3. All duplexes must contain a minimum of two (2) bedrooms and one and one-half bathrooms.
4. Developments must have concrete driveways, curbing at street and front entry walkways.
5. Developments must have a washer and dryer hookup in each unit.

#### **For All Rehabilitation Developments:**

Any of the following mandatory items (not to include repainting of the entire unit) replaced on or after January 1, 2006 are not required to be replaced as part of the rehabilitation.

1. Replace and install new flooring in each unit. At a minimum, tile must be VCT or better.
2. Entire unit (all rooms and ceilings) must be repainted.
3. New bathroom fixtures must be installed to include the following:
  - a) New tub and new shower, re-glazing not allowed. Three piece surround insert is acceptable. All caulking must be replaced.
  - b) Replace sink, vanity and plumbing fixtures with new. Vanity to include, at a minimum, a pull out drawer and/or storage area.
  - c) New toilet.
  - d) Install new re-circulating exhaust fan.
  - e) Install new water supply valves.
4. New kitchen fixtures must be installed to include the following:
  - a) Dual track sliding drawers.
  - b) New double sink and plumbing fixtures.
  - c) New stove with re-circulating exhaust fan.
  - d) New Energy Star rated refrigerator, with ice maker that is a minimum of 14 cubic feet.
  - e) Install new water supply valves.
5. All entry doors must be steel or fiberglass doors that are insulated, paneled, and have a peephole.
6. New Energy Star hot water heaters with an energy factor greater than 0.61.
7. Replace all windows with insulated, double pane glass in either vinyl or aluminum framing.
8. All units wired for high speed (broadband) Internet hook-up with at least one (1) centrally located connection port or wireless computer network. All wires to be hidden.
9. Units with existing washer/dryer connections must replace and install new water supply fixtures and valves.
10. All older persons (55+ years) and elderly acquisition/rehabilitation developments may have more than one-story, provided that existing elevators, receiving regular maintenance, are in good working condition as of the Tier Two Application submittal date and service all upper level rental units. Those developments without existing elevators will be required to install elevators.

#### **For All Adaptive Reuse Developments:**

The definition of "adaptive reuse" is the conversion of an existing non-residential building(s) into a residential building(s). The architect must certify on **Exhibit G** that the development will meet the following requirements:

1. A minimum of fifty percent (50%) of the square footage of each existing building(s) must be converted to residential use; and
2. If additional buildings/units are constructed to provide additional space, the total square footage of the previously existing building(s) must constitute a minimum of fifty percent (50%) of the total square footage of the entire development.

**INITIAL AND MARK the appropriate box(es) below, thereby indicating that the development will be designed and constructed incorporating the design criteria selected:**

**Optional Development Design Criteria:**

- \_\_\_  1. Roof shingles must be architectural style and warranted for a minimum of thirty (30) years.
- \_\_\_  2. Attic insulation rated at R-38 or higher
- \_\_\_  3. Energy Star rated HVAC systems (15 SEER or greater) in all units.
- \_\_\_  4. All units must have a balcony, sunroom, or patio. A sunroom must contain a minimum of three (3) window panels and have distinct architectural separation from the living room. Patios must be at least 64 sq. ft. Front porches are not considered patios.
- \_\_\_  5. Curbing for paved areas throughout the development site including the parking areas.
- \_\_\_  6. Gazebos or covered picnic shelters in appropriate locations.
- \_\_\_  7. Gutter systems surrounding all residential buildings.
- \_\_\_  8. Irrigation/sprinkler system serving all landscaped areas.
- \_\_\_  9. Underground utilities (gas/electric, cable and phone) throughout the development site.
- \_\_\_  10. Provide in the community room a minimum of two (2) current updated computer systems, manufactured within the last 12 months, to include new computers, new printers, and a new scanner. The computers must be equipped with high speed Internet service (e.g. broadband or cable).
- \_\_\_  11. Each unit must have an Energy Star ceiling fan with light fixture in the living room and an Energy Star overhead light fixture in each bedroom. All ceiling fans and overhead lights must connect to wall switches.
- \_\_\_  12. Full size Energy Star refrigerator, with ice maker, having a minimum size of eighteen (18) cubic feet.
- \_\_\_  13. All units must be pre-wired for high speed (broadband) Internet hook-up with at least one (1) centrally located connection port and connection ports in all bedrooms or wireless computer network.
- \_\_\_  14. Over the range mounted microwave oven, with re-circulating fan, in all units.
- \_\_\_  15. All units must have a Range Queen or comparable extinguishing system over the stove.
- \_\_\_  16. All units must have element temperature control plates on each stove burner (e.g. Safe-T-Element, etc.)
- \_\_\_  17. A minimum square footage per unit based on the number of bedrooms per unit specified as follows. To qualify, all of the units must meet the minimum square footage per unit. The Authority considers the square footage of an individual unit to be the usable living space measured from the interior wall to interior wall.

Bedrooms per unit	Minimum Sq. Ft. per Unit
One	700
Two	850
Three	1000
Four	1150

- \_\_\_  18. Providing bathrooms per unit based on the number of bedrooms according to the following. To qualify, all the units must provide the minimum number of bathrooms as specified.

Bedrooms per unit	Bathrooms per unit
One	One
Two	Two
Three	Two
Four	Two and one-half

- \_\_\_  19. A minimum six (6) camera video security system with four (4) cameras monitoring the exterior site and two (2) monitoring the manager's office and community center.
- \_\_\_  20. One (1) rental unit reserved for a security officer.
- \_\_\_  21. Walking trails, minimum 4 feet wide, paved and continuous. Trail should be a minimum 2500 linear feet. At a minimum one (1) permanently anchored weather resistant bench with back at the mid-point of the trail.

**The following Optional Development Design Criteria are for rehabilitation developments only:**

- \_\_\_  22. Replace any one (1) of these major components: \_\_\_ HVAC, \_\_\_ Plumbing, or \_\_\_ Electrical.
- \_\_\_  23. Install Energy Star rated dishwashers in all units.

- 24. Install overhead Energy Star light fixture connected to a wall switch in the living room and all bedrooms.
- 25. Provide one and one-half (1.5) bathrooms in all units with two (2) or more bedrooms.
- 26. Minimum bedroom size for all bedrooms in each unit is 10' x 10'. The minimum bedroom square footage excludes the closet space.
- 27. Provide a minimum 1200 square foot community building excluding laundry and storage/maintenance areas.
- 28. Washer/dryer hookups in all units.
- 29. Energy Star rated windows in all units.
- 30. Energy Star rated HVAC systems (15 SEER or greater) in all units.
- 31. Energy Star rated lighting in all common area corridors, stairwells and the community room.
- 32. In all units, existing appliances replaced with full size Energy Star refrigerator, with ice maker, having a minimum size of eighteen (18) cubic feet; and an Energy Star rated dishwasher; and an Energy Star rated hot water heater with an energy factor greater than 0.61.

**Development Criteria:**

- Development size (**choose only one**):  
 Developments at or below 72 total units.  
 Developments above 72 but at or below 96 total units.

- Durable construction, with respect to each building, one of the following applies (**choose only one**):  
 Brick/stone veneer (100%); **OR** Brick/stone veneer (50%) and remaining exterior fiber cement.  
 Brick/stone veneer (50%) and remaining exterior vinyl siding with a thickness of at least .044 mils; **OR** full fiber cement.

**For Adaptive Reuse Developments Only:**

- A minimum of fifty percent (50%) of the square footage of each existing building(s) will be converted to residential use; and  
 If additional buildings/units are constructed to provide additional space, the total square footage of the previously existing building(s) constitutes a minimum of fifty percent (50%) of the total square footage of the entire development.

**For proposed Older Persons Developments:**

- Yes  No Development contains all one-story units.
- Yes  No Development currently has or will have elevator service to all units.

**Architect and/or Professional Engineer Certification:**

The undersigned certifies to the South Carolina State Housing Finance and Development Authority (SCSHFDA) that (1) the above information is true and correct; (2) the development **will be** constructed in accordance with the mandatory and optional design criteria as stated in the body of this certification; and (3) the architect and/or professional engineer has reviewed the plans and specifications of the development to ensure that such plans and specifications comply with and the development has been constructed to comply with the accessibility and other requirements of Section 504 of the Rehabilitation Act, the Fair Housing Amendments to the Civil Rights Act of 1968, the American With Disabilities Act, and any other applicable State or Federal legislation. **The undersigned acknowledges that the foregoing certifications will be relied upon by the SCSHFDA and that any misrepresentation, whenever discovered, will result in a) the undersigned and the Developer both being debarred from participation in any Authority administered programs for a minimum of one (1) year and b) the filing of a complaint against the architect/professional engineer with the S.C. Department of Labor, Licensing and Regulation.**

Firm: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Its: \_\_\_\_\_

Date: \_\_\_\_\_  
 License #: \_\_\_\_\_

## EXHIBIT G

### South Carolina State Housing Finance and Development Authority 2010 Placed In Service Architect and/or Professional Engineer Certification

Development Name: \_\_\_\_\_ Total # of Bldgs. in the project: \_\_\_\_\_

#### Low Income Units

Unit Type:	# of Units:	# of Baths:	Heated Area:	Total Heated Area:
Efficiency	_____	_____	_____ s.f.	_____ s.f.
1 Bedroom	_____	_____	_____ s.f.	_____ s.f.
2 Bedroom	_____	_____	_____ s.f.	_____ s.f.
3 Bedroom	_____	_____	_____ s.f.	_____ s.f.
4 Bedroom	_____	_____	_____ s.f.	_____ s.f.
<b>Living Units Total:</b>	_____		<b>Sub-Total Residential Heated Sq. Ft.:</b>	_____ s.f. (A)

Type:	# of Type:	Area:	Total Area:
Covered Porches	_____	_____ s.f.	_____ s.f.
Breezeways	_____	_____ s.f.	_____ s.f.
Outside Storage	_____	_____ s.f.	_____ s.f.
Other: _____	_____	_____ s.f.	_____ s.f.
<b>TOTAL NON-HEATED AREA:</b>			_____ s.f.

#### Market Rate Units

Unit Type:	# of Units:	# of Baths:	Heated Area:	Total Heated Area:
Efficiency	_____	_____	_____ s.f.	_____ s.f.
1 Bedroom	_____	_____	_____ s.f.	_____ s.f.
2 Bedroom	_____	_____	_____ s.f.	_____ s.f.
3 Bedroom	_____	_____	_____ s.f.	_____ s.f.
4 Bedroom	_____	_____	_____ s.f.	_____ s.f.
<b>Living Units Total:</b>	_____		<b>Sub-Total Residential Heated Sq. Ft.:</b>	_____ s.f. (B)

Type:	# of Type:	Area:	Total Area:
Covered Porches	_____	_____ s.f.	_____ s.f.
Breezeways	_____	_____ s.f.	_____ s.f.
Outside Storage	_____	_____ s.f.	_____ s.f.
Other: _____	_____	_____ s.f.	_____ s.f.
<b>TOTAL NON-HEATED AREA:</b>			_____ s.f.

#### COMMON AREAS

Office Area:	_____ s.f.	_____ s.f.
Laundry:	_____ s.f.	_____ s.f.
Exercise Room:	_____ s.f.	_____ s.f.
Computer Room:	_____ s.f.	_____ s.f.
Community Building:	_____ s.f.	_____ s.f.
Other: _____	_____ s.f.	_____ s.f.
<b>Sub-Total Non-Residential Heated Sq. Ft.:</b>		_____ s.f. (C)

**TOTAL HEATED AREA (A+B+C):** \_\_\_\_\_ s.f.

## **MANDATORY DESIGN CRITERIA**

The development **has been** designed and constructed incorporating the following **Mandatory Design Criteria** included at no extra cost to the tenants.

### **For All Development Types:**

1. Window coverings for each window, including glass doors, must be installed. Metal blinds are not permitted.
2. All kitchen and bathroom interior cabinets must be solid wood or wood/plastic veneer products with dual slide tracks on drawers. New cabinets must have solid wood dual sidetrack drawers and no laminate or particleboard fronts for doors or drawer fronts. Cabinets shall meet the ANSI/KCMA A1 61.1 performance and construction standard for kitchen and vanity cabinets. Cabinets shall bear the certification seal of KCMA (Kitchen Cabinet Manufacturers Association).
3. All entry doors must be metal-clad wood, steel or fiberglass doors that are insulated, paneled, and have a peephole. Deadbolt locks are required in entry doors. Dead bolt locks on entry doors should have "thumb latch" on interior side. Double keyed dead bolt locks are prohibited. The minimum clear width of all exterior doors shall be 34 inches.
4. Bi-fold and sliding interior doors are prohibited. All doors must be side hinged.
5. A landscaping plan must be submitted indicating areas to be sodded and landscaped. Landscaping plan(s) must follow any applicable landscape municipal ordinance. At a minimum, sod shall be installed on the front and side areas to a point twenty (20'-0") feet from the building(s). Landscaping may incorporate sod and drought resistant plants and shrubs. All disturbed areas not sodded must be seeded.
6. A recreation area suitable for proposed tenant targeting:
  - a. For family developments – (i) Playground for children located away from automobile traffic patterns with commercial quality play equipment accessible to handicapped traffic and at least one permanently anchored, weather resistant bench, with a back, or (ii) an exercise room with a minimum of three nautilus-type work-out machines (this room's square footage may be included in the minimum 1,200 sq. ft. community building);
  - b. For older persons developments – (i) An exercise room with a minimum of three (3) nautilus type work-out machines (this room's square footage may be included in the minimum 1,200 sq. ft. community building), or (ii) a minimum of one gazebo, with seating, equipped with an Energy Star ceiling fan with light fixture.
7. A new development sign at the entrance(s) to the complex affixed with a Fair Housing logo.
8. Exterior Energy Star rated lighting at all entry doors including individual apartment units, community buildings, common areas within the building(s), and parking areas.
9. Enclosed trash dumpsters and/or compactors. The dumpster must be enclosed by solid fencing on at least three sides. The pad and approach pad to the dumpster must be concrete and not asphalt. The trash dumpster/compactor must be ADA accessible and located on an ADA accessible route.
10. Roofing materials shall be anti-fungal shingles with a minimum 25-year warranty.
11. The following Energy Star appliances must be provided in each unit: (a) Stove with exhaust fan; (b) Full sized refrigerator-freezer, with ice maker, having a minimum size of fourteen (14) cubic feet.
12. At least fourteen (14) SEER HVAC units must be installed. If the Physical Needs Assessment, completed for a rehabilitation development, does not recommend replacement of existing HVAC units in the development, this mandatory criterion is waived. However, any replacement HVAC units installed in the development must be at least fourteen (14) SEER. All refrigeration lines must be insulated. All developments must have central heat and air. Window units are not allowed for any development type.
13. A laundry facility containing: (a) at least one (1) commercial washer and one (1) commercial dryer per twenty-four (24) units; and (b) adequate seating and at least one (1) table for folding clothes. For developments containing more than one hundred (100) rental units that also provide washer and dryer hookups in all units, a minimum of one (1) commercial washer and one (1) commercial dryer per thirty-two (32) units is required. Single family detached unit, townhouse, or duplex developments must provide a washer and dryer hookup in every unit. Developments providing washers and dryers in all rental units are not required to provide a laundry facility.
14. Each unit must be equipped with a 5 lb. ABC rated dry chemical fire extinguisher readily accessible in the kitchen and mounted to accommodate handicapped accessible height in accessible units.
15. Wall switch controlled Energy Star rated overhead lighting is required in all rooms.
16. Sites located in a Radon Zone-1 (highest level) will require Radon Resistant New Construction Practices. Rehabilitation projects must meet the Radon Mitigation Standards as required by the Environmental Protection Agency.
17. All new construction developments must submit a complete site specific soils report, not more than one year old at the time of submission of final plans and specifications, bound within the project specifications. Rehabilitation projects adding any new building foundations must submit a foundation specific soils report.

The soils report must reflect the results of laboratory tests conducted on a minimum of one (1) soil boring per planned building location and a minimum total of two (2) soil borings at the planned paved areas of the development. A registered professional engineer or a certified testing agency with a current license to practice in the State of South Carolina must prepare the report.

18. Metal flashing or 20 mil polyethylene when used in conjunction with a self-adhering polyethylene laminate flashing, must be installed above all exterior door and window units.
19. Mailboxes, playground and all exterior project amenities must be ADA accessible.
20. Exterior wall insulation must have an overall R-11 minimum for the entire wall assembly and roof or attic insulation must have an R-30 rating minimum.
21. Tub/shower units must have minimum dimensions of 30-inch width by 60-inch length and be equipped with anti-scald valves. All tubs in designated handicap accessible units must come complete with "factory-installed grab bars".
22. Mirror length must extend to top of vanity backsplash with top of mirror a minimum of 6'-0" above finish floor. Framed decorative mirrors or medicine cabinets with mirrors are allowed with a minimum size of 14" x 24" and must be hung with the top of mirror a minimum of 6'-0" above finish floor. Vanity cabinets or a medicine cabinet shall be provided in all units. All cabinets in designated handicap accessible units must be installed at ADA mounting heights.
23. Water heaters must be placed in drain pans with drain piping plumbed to the outside. Pipe all T&P relief valve discharges direct to exterior of building and elbow down to spill at 6" above finish grade.
24. Exterior shutters (new not recycled) are required on all 100% vinyl siding buildings. Only existing rehabilitation developments may have 100% vinyl building exteriors.
25. Roof gable vents must be made of aluminum or vinyl materials.
26. All attics must be vented.
27. Carpet and Resilient flooring materials must meet minimum FHA standards.
28. A minimum of two hard-wired battery back-up smoke detectors are required per unit.
29. Pre-finished fascia and soffits must be vinyl covered aluminum and/or perforated cementitious panels with vents.

**For All New Construction Developments:**

1. All units must be equipped with an Energy Star rated dishwasher and an Energy Star rated hot water heater with an energy factor greater than 0.61.
2. All units must have Energy Star rated windows.
3. All units must have an Energy Star rated HVAC system.
4. Energy Star rated lighting must be in all common area corridors, stairwells, and the community room.
5. Washer/dryer hookups in all units.
6. A minimum 1200 square foot community building. Entire facility must be ADA compliant. The square footage counted towards this total may include a leasing office, an equipped exercise room, and an equipped computer center. Laundry rooms and storage/maintenance rooms will not be counted as part of the 1200 square foot minimum. For developments proposing the second phase of a previously completed contiguous tax credit development, the requirement for an additional 1200 square foot community building is waived. However, it is required that laundry facilities be provided to the new phase and must be constructed on the site of the proposed phase. The mandatory laundry facility requirements under Section V. Mandatory Design Criteria, item 14 must be met.
7. All units pre-wired for cable television hook-ups in the living room and one (1) per bedroom.
8. Units with three (3) or more bedrooms must have a minimum of two (2) full bathrooms.
9. The minimum bedroom size for the primary bedroom in each unit must be at least 10'x12'. All other bedrooms must be a minimum 10'x11'. The minimum bedroom square footage excludes the closet space.
10. All older persons (55+ years) and elderly developments will be one-story structures, or if greater than one story, all stories will be accessible by elevators.
11. All sidewalks and walkways shall be a minimum of 36" in width and made of concrete and shall provide access to all parking spaces, front entryway doors, common amenities and driveways and shall be ADA compliant.
12. Sliding glass doors are prohibited.
13. Water closets must be centered, at a minimum, 18 inches from sidewalls or vanity/lavatories. Public use stairway components, such as stringers, treads, and risers must be constructed from steel or concrete. Handrails and pickets must be constructed from steel or aluminum.
14. Patio and porch/balcony components used as part of the building shall have concrete slabs or decks and must be constructed so that no wood is exposed. Concealment shall be with materials such as aluminum or vinyl siding or cementitious materials. Structural wood columns shall be at a minimum 6" x 6" pressure treated columns concealed as noted above with properly sized fiberglass, high density urethane or aluminum columns. Decorative rails and/or guard rail systems used at porches and patios shall be code compliant systems of



vinyl, fiberglass or metal. Wood railings are not allowed.

15. Wall Framing: Sound proofing or sound batt insulation is required between the stud framing in party walls. A sound rating of STC 54 is required.

#### **For All Single Family Townhouse, and Duplex Developments:**

1. All detached single family homes must contain a minimum of three (3) and two (2) full bathrooms.
2. All townhouses must contain a minimum of two (2) bedrooms and one and one-half bathrooms. At a minimum, a half bathroom must be located on the first floor.
3. All duplexes must contain a minimum of two (2) bedrooms and one and one-half bathrooms.
4. Developments must have concrete driveways, curbing at street and front entry walkways.
5. Developments must have a washer and dryer hookup in each unit.

#### **For All Rehabilitation Developments:**

Any of the following mandatory items (not to include repainting of the entire unit) replaced on or after January 1, 2006 are not required to be replaced as part of the rehabilitation.

1. Replace and install new flooring in each unit. At a minimum, tile must be VCT or better.
2. Entire unit (all rooms and ceilings) must be repainted.
3. New bathroom fixtures must be installed to include the following:
  - a) New tub and new shower, re-glazing not allowed. Three piece surround insert is acceptable. All caulking must be replaced.
  - b) Replace sink, vanity and plumbing fixtures with new. Vanity to include, at a minimum, a pull out drawer and/or storage area.
  - c) New toilet.
  - d) Install new re-circulating exhaust fan.
  - e) Install new water supply valves.
4. New kitchen fixtures must be installed to include the following:
  - a) Dual track sliding drawers.
  - b) New double sink and plumbing fixtures.
  - c) New stove with re-circulating exhaust fan.
  - d) New Energy Star rated refrigerator, with ice maker that is a minimum of 14 cubic feet.
  - e) Install new water supply valves.
5. All entry doors must be steel or fiberglass doors that are insulated, paneled, and have a peephole.
6. New Energy Star hot water heaters with an energy factor greater than 0.61.
7. Replace all windows with insulated, double pane glass in either vinyl or aluminum framing.
8. All units wired for high speed (broadband) Internet hook-up with at least one (1) centrally located connection port or wireless computer network. All wires to be hidden.
9. Units with existing washer/dryer connections must replace and install new water supply fixtures and valves.
10. All older persons (55+ years) and elderly acquisition/rehabilitation developments may have more than one-story, provided that existing elevators, receiving regular maintenance, are in good working condition as of the Tier Two Application submittal date and service all upper level rental units. Those developments without existing elevators will be required to install elevators.

#### **For All Adaptive Reuse Developments:**

The definition of "adaptive reuse" is the conversion of an existing non-residential building(s) into a residential building(s). The architect must certify on **Exhibit G** that the development will meet the following requirements:

1. A minimum of fifty percent (50%) of the square footage of each existing building(s) must be converted to residential use; and
2. If additional buildings/units are constructed to provide additional space, the total square footage of the previously existing building(s) must constitute a minimum of fifty percent (50%) of the total square footage of the entire development.

**INITIAL AND MARK the appropriate box(es) below, thereby indicating that the development will be designed and constructed incorporating the design criteria selected:**

**Optional Development Design Criteria:**

- \_\_\_  1. Roof shingles must be architectural style and warranted for a minimum of thirty (30) years.
- \_\_\_  2. Attic insulation rated at R-38 or higher
- \_\_\_  3. Energy Star rated HVAC systems (15 SEER or grater) in all units.
- \_\_\_  4. All units must have a balcony, sunroom, or patio. A sunroom must contain a minimum of three (3) window panels and have distinct architectural separation from the living room. Patios must be at least 64 sq. ft. Front porches are not considered patios.
- \_\_\_  5. Curbing for paved areas throughout the development site including the parking areas.
- \_\_\_  6. Gazebos or covered picnic shelters in appropriate locations.
- \_\_\_  7. Gutter systems surrounding all residential buildings.
- \_\_\_  8. Irrigation/sprinkler system serving all landscaped areas.
- \_\_\_  9. Underground utilities (gas/electric, cable and phone) throughout the development site.
- \_\_\_  10. Provide in the community room a minimum of two (2) current updated computer systems, manufactured within the last 12 months, to include new computers, new printers, and a new scanner. The computers must be equipped with high speed Internet service (e.g. broadband or cable).
- \_\_\_  11. Each unit must have an Energy Star ceiling fan with light fixture in the living room and an Energy Star overhead light fixture in each bedroom. All ceiling fans and overhead lights must connect to wall switches.
- \_\_\_  12. Full size Energy Star refrigerator, with ice maker, having a minimum size of eighteen (18) cubic feet.
- \_\_\_  13. All units must be pre-wired for high speed (broadband) Internet hook-up with at least one (1) centrally located connection port and connection ports in all bedrooms or wireless computer network.
- \_\_\_  14. Over the range mounted microwave oven, with re-circulating fan, in all units.
- \_\_\_  15. All units must have a Range Queen or comparable extinguishing system over the stove.
- \_\_\_  16. All units must have element temperature control plates on each stove burner (e.g. Safe-T-Element, etc.)
- \_\_\_  17. A minimum square footage per unit based on the number of bedrooms per unit specified as follows. To qualify, all of the units must meet the minimum square footage per unit. The Authority considers the square footage of an individual unit to be the usable living space measured from the interior wall to interior wall.

Bedrooms per unit	Minimum Sq. Ft. per Unit
One	700
Two	850
Three	1000
Four	1150

- \_\_\_  18. Providing bathrooms per unit based on the number of bedrooms according to the following. To qualify, all the units must provide the minimum number of bathrooms as specified.

Bedrooms per unit	Bathrooms per unit
One	One
Two	Two
Three	Two
Four	Two and one-half

- \_\_\_  19. A minimum six (6) camera video security system with four (4) cameras monitoring the exterior site and two (2) monitoring the manager's office and community center.
- \_\_\_  20. One (1) rental unit reserved for a security officer.
- \_\_\_  21. Walking trails, minimum 4 feet wide, paved and continuous. Trail should be a minimum 2500 linear feet. At a minimum one (1) permanently anchored weather resistant bench with back at the mid-point of the trail.

**The following Optional Development Design Criteria are for rehabilitation developments only:**

- \_\_\_  22. Replace any one (1) of these major components: \_\_\_ HVAC, \_\_\_ Plumbing, or \_\_\_ Electrical.
- \_\_\_  23. Install Energy Star rated dishwashers in all units.

- 24. Install overhead Energy Star light fixture connected to a wall switch in the living room and all bedrooms.
- 25. Provide one and one-half (1.5) bathrooms in all units with two (2) or more bedrooms.
- 26. Minimum bedroom size for all bedrooms in each unit is 10' x 10'. The minimum bedroom square footage excludes the closet space.
- 27. Provide a minimum 1200 square foot community building excluding laundry and storage/maintenance areas.
- 28. Washer/dryer hookups in all units.
- 29. Energy Star rated windows in all units.
- 30. Energy Star rated HVAC systems (15 SEER or greater) in all units.
- 31. Energy Star rated lighting in all common area corridors, stairwells and the community room.
- 32. In all units, existing appliances replaced with full size Energy Star refrigerator, with ice maker, having a minimum size of eighteen (18) cubic feet; and an Energy Star rated dishwasher; and an Energy Star rated hot water heater with an energy factor greater than 0.61.

**Development Criteria:**

- Development size (**choose only one**):
  - Developments at or below 72 total units.
  - Developments above 72 but at or below 96 total units.

- Durable construction, with respect to each building, one of the following applies (**choose only one**):
  - Brick/stone veneer (100%); **OR** Brick/stone veneer (50%) and remaining exterior fiber cement.
  - Brick/stone veneer (50%) and remaining exterior vinyl siding with a thickness of at least .044 mils; **OR** full fiber cement.

**For Adaptive Reuse Developments Only:**

- A minimum of fifty percent (50%) of the square footage of each existing building(s) will be converted to residential use; and
  - If additional buildings/units are constructed to provide additional space, the total square footage of the previously existing building(s) constitutes a minimum of fifty percent (50%) of the total square footage of the entire development.

**For proposed Older Persons Developments:**

- Yes  No Development contains all one-story units.
- Yes  No Development currently has or will have elevator service to all units.

**Architect and/or Professional Engineer Certification:**

The undersigned certifies to the South Carolina State Housing Finance and Development Authority (SCSHFDA) that (1) the above information is true and correct; (2) the development **has been** constructed in accordance with the mandatory and optional design criteria as stated in the body of this certification; and (3) the architect and/or professional engineer has reviewed the plans and specifications of the development to ensure that such plans and specifications comply with and the development has been constructed to comply with the accessibility and other requirements of Section 504 of the Rehabilitation Act, the Fair Housing Amendments to the Civil Rights Act of 1968, the American With Disabilities Act, and any other applicable State or Federal legislation. **The undersigned acknowledges that the foregoing certifications will be relied upon by the SCSHFDA and that any misrepresentation, whenever discovered, will result in a) the undersigned and the Developer both being debarred from participation in any Authority administered programs for a minimum of one (1) year and b) the filing of a complaint against the architect/professional engineer with the S.C. Department of Labor, Licensing and Regulation.**

Firm: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Its: \_\_\_\_\_

Date: \_\_\_\_\_  
 License #: \_\_\_\_\_

EXHIBIT H

South Carolina State Housing Finance and Development Authority
Certification of 10% Expenditure

Development Name: \_\_\_\_\_ No. of Bldgs. \_\_\_\_\_

Development Street Number and Name: \_\_\_\_\_

(City) (State) (Zip Code)

(Undersigned) hereby certifies under penalty of perjury that: (Owner) has incurred more than 10% of the reasonably expected basis in the development (land and depreciable basis). (Owner) has attached a Certified Public Accountant's written certification (Exhibit I) as supporting documentation to this exhibit.

Amount

Column A \* Eligible 10% Test Expenditures Incurred as of \_\_\_\_\_ (Date)
Column B Taxpayer's Reasonably Expected Total Basis in the development as of \_\_\_\_\_ (Date)

- 1. Land & Buildings
2. Site Work
3. Rehabilitation & Construction
4. Other Fees
5. Interim Costs
6. Financing Fees & Expenses
7. Soft Costs
8. Developer Cost
9. Sub Total
10. Syndication Costs
11. Development Reserves
12. Total Development Cost

13. Development Cost not included in Reasonably Expected Total Basis (List below an explanation and amount for each development cost not included)

14. Reasonably Expected Total Basis
15. Carryover Qualification Test Line 9 Column A / Line 14 Column B = \_\_\_\_\_ %

\*Include only eligible cost or portion of eligible cost attributable to residential rental property for the development.

\*\*Consult your tax attorney to determine those eligible cost line items which may be included in the 10% expenditure for carryover qualification which are eligible under section 42 of the IRS Code, as amended.

\*\*\*Total Development Cost must agree with Total Development Cost in the Tax Credit Application.

By: \_\_\_\_\_

Datdts: \_\_\_\_\_

## EXHIBIT I

### CPA Certification of Costs and 10% Expenditure

(Must Be Submitted On CPA's Letterhead)

We have examined the accompanying Certification of 10% Expenditure (Exhibit H) of the Owner for \_\_\_\_\_ (the "Project") as of \_\_\_\_\_, \_\_\_\_\_. Exhibit H is the responsibility of the Owner and the Owner's management. Our responsibility is to express an opinion on Exhibit H based on our examination.

We have not examined or reviewed the project's Total Development Cost or Reasonably Expected Basis and therefore express no opinion or any other form of assurance on them.

We conducted our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining on a test basis, evidence supporting the information presented in the Exhibit H and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the column entitled Eligible 10% Test Expenditures Incurred presents, in all material respects, the Project's Eligible 10% Test Expenditures Incurred as of \_\_\_\_\_, \_\_\_\_\_ using the accrual method of accounting in accordance with Internal Revenue Code (IRC) Section 461 and also the 10% carryover rules in accordance with IRC Section 42(h)(1)(E) and Treasury Regulation Section 1.42-6.

In addition to examining Exhibit H, we have performed certain procedures as stated below agreed to by the General Partner of the Owner with respect to the documents supplied to us. These procedures were performed solely to assist you in determining that appropriate items and amounts were included in the computation of the 10 percent carryover rule in accordance with Internal Revenue Code (IRC) Section 42(h)(1)(E) and Treasury Regulation Section 1.42-6 (the "Computation"). Management of the Owner is responsible for the Computation. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Owner and the South Carolina State Housing Finance and Development Authority. Consequently, we make no representations regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We performed the following procedures:

- We calculated, based on estimates of total development costs provided by the Owner, the Project's total reasonably expected basis, as defined in Treasury Regulation Section 1.42-6, to be \$ \_\_\_\_\_ \* as of \_\_\_\_\_, \_\_\_\_\_.
- We calculated the reasonably expected basis incurred by the Owner as of \_\_\_\_\_, \_\_\_\_\_ to be \$ \_\_\_\_\_.
- We calculated the percentage of the development fee incurred by the Owner as of \_\_\_\_\_, \_\_\_\_\_ to be \_\_\_\_\_% of the total development fee.
- We compared the reasonably expected basis incurred as of \_\_\_\_\_, \_\_\_\_\_ to the total reasonably expected basis of the Project, and calculated that \_\_\_\_\_% had been incurred as of \_\_\_\_\_, \_\_\_\_\_.

## CPA Certification of Costs and 10% Expenditure

- Based on the amount of total reasonably expected basis listed above, for the Owner to meet the 10% test in accordance with Internal Revenue Code Section 42(h)(1)(E) and Treasury Regulation Section 1.42-6, we calculated that the Project needed to incur at least \$ \_\_\_\_\_ of costs prior to \_\_\_\_\_, \_\_\_\_\_. As of \_\_\_\_\_, \_\_\_\_\_, costs of at least \$ \_\_\_\_\_\*\* had been incurred, which represents \_\_\_\_\_%\*\*\* of the total reasonably expected basis of the Project.

**Firm Name:** \_\_\_\_\_

**Signature of CPA:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**\* Amount must equal the amount in Column B on Line 14 in the Exhibit H**

**\*\* Amount must equal the amount in Column A on Line 9 in the Exhibit H**

**\*\*\* Percentage must equal the calculation percentage in Exhibit H**

EXHIBIT J - 1

Form Of CPA Final Allocation Certification Letter

(Letter must be typed on the CPA's letterhead making the certification)

Owner's Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_

We have audited the costs included in the accompanying South Carolina State Housing Finance and Development Authority **Low-Income Housing Tax Credit Application and schedule of eligible and qualified development costs** of \_\_\_\_\_ (the "Owner") related to the development of the \_\_\_\_\_ Apartments ("the Project") as of \_\_\_\_\_, \_\_\_\_\_. The application and schedule are the responsibility of the Owner and the Owner's management. Our responsibility is to express an opinion on the application and schedule based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the application and schedule are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the application and schedule. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the application and schedule. We believe that our audit provides a reasonable basis for our opinion.

The accompanying application and schedule were prepared in conformity with the accounting practices prescribed by the Internal Revenue Service, under the accrual method of accounting, and in conformity with the format and qualified allocation plan rules set by the South Carolina State Housing Finance and Development Authority, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the accompanying **Low-Income Housing Tax Credit Application and the schedule of eligible and qualified development costs** present fairly, in all material respects, the actual costs of \$\_\_\_\_\_ and eligible basis of \$\_\_\_\_\_ incurred by \_\_\_\_\_ (the "Owner") for the \_\_\_\_\_ Apartments ("the Project") as of \_\_\_\_\_, \_\_\_\_\_, on the basis of accounting described above.

This report is intended solely for the information and use of the Owner and the Owner's management and for filing with the South Carolina State Housing Finance and Development Authority and should not be used for any other purpose.

We are a firm of independent public accountants of which a significant portion of our practice relates to tax matters and interpretation of the Internal Revenue Code of 1986, as amended.

We have no financial interest in the Project other than in the practice of our profession.

\_\_\_\_\_  
Signature of CPA

\_\_\_\_\_  
Date

**Exhibit J - 2**

**CPA Schedule of Eligible and Qualified Basis (by building)**

Building Designation	BIN	Address	Eligible Basis	QCT/DDA 130%	Applicable Fraction	Qualified Basis	Placed-In-Service Date	Applicable Percentage
			<b>Total</b>					

**Note: This Exhibit must be submitted with each column completed. Exhibits with columns left blank will be rejected.**  
 Please copy and use additional sheets as necessary.





26	Taxes, Maintenance, Other								
	Subtotal								
	<b>Financing Fees and Expenses</b>								
27	Bond Premium								
28	Credit Report								
29	Permanent Loan Origination								
30	Permanent Loan Closing								
31	Underwriter Discount								
32	Title & Recording								
33	Counsel's Fee								
34	Other								
	Subtotal								
	<b>Soft Costs</b>								
35	Appraisal (feasibility)								
36	Market Study								
37	Environment Review								
38	Tax Credit Fees								
39	Tax Attorney Fees								
40	Other								
	Subtotal								
	<b>Syndication Costs</b>								
41	Partnership Organization								
42	Bridge Loan Expenses								
43	Tax Opinion								
44	Other								
	Subtotal								
	<b>Developer Costs</b>								
45	Developer Fee								
46	Developer Overhead								
47	Other								
	Subtotal								
	<b>Development Reserves</b>								
48	Rent-up Reserve								
49	Operating Reserve								
50	Other								
	Subtotal								
51	<b>TOTALS</b>								

**NOTE: Amounts in the shaded cost categories MUST be included as Ineligible Costs on this schedule.**

**This Form is available in Excel Spreadsheet Format. See CPA Final Cost Certification Package at [www.schousing.com](http://www.schousing.com)**

**Exhibit J - 4**

**CPA Schedule of Qualified Basis**

Itemized Costs	New Construction	Rehab	Acquisition/Rehab		Total
			Acq. Costs	Rehab Costs	
Total Development Cost					
Less Cost of Land (line 1 from Exhibit J-3)					
Less Portion of Federal Grant used to Finance Qualifying Development Cost					
Less Ineligible Costs [Ineligible Costs (line 51) - Land (line 1) from Exh. J-3]					
Less Amount of Non-qualified Nonrecourse Financing					
Less Nonpaying Excess Portion of Higher Quality					
Less Historic Tax Credits (Residential Only)					
<b>Total Eligible Basis</b>					
Multiplied by Applicable Fraction					
Multiplied by Basis Boost (130% only for QCT or DDA)					
<b>Total Qualified Basis</b>					

**THIS FORM IS AVAILABLE IN EXCEL SPREADSHEET FORMAT. See CPA Final Cost Certification Package at [www.schousing.com](http://www.schousing.com).**

**EXHIBIT N**

**South Carolina State Housing Finance and Development Authority  
2010 Gross Rent Floor Designation**

Pursuant to Section 42(h)(1) of the Internal Revenue Code of 1986, as amended (the "Code"), the undersigned ("Owner") has received an allocation of low-income housing tax credits ("Credits") from the South Carolina State Housing Finance and Development Authority ("Authority") with respect to the following property and the buildings therein to which this Designation is to apply.

Development Name: \_\_\_\_\_

Development ID #: \_\_\_\_\_

Pursuant to Revenue Procedure 94-57, the Internal Revenue Service ("Service") will treat the gross rent floor in Section 42 (g)(2)(A) of the Code as taking effect on the date the Authority initially allocated\* Credits to the above-referenced property, unless the Owner designates the date the property places in service as the date on which the gross rent floor will take effect for such property. As the undersigned owner of the above referenced development I hereby elect \_\_\_\_\_ **the Allocation date** \_\_\_\_\_ **the building placed in service date** as the date the Gross Rent Floor takes effect.

(\* If the property is tax-exempt bond financed (as defined by Section 42(h)(4)(B)), the Service will treat the gross rent floor as taking effect on the date the Authority initially issues a determination letter unless the Owner designates that the placed-in-service date should be used.)

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**By:** \_\_\_\_\_