



DENSITY BONUS REPORT SUBMITTAL REQUIREMENTS

A housing development including five or more residential units may propose a density bonus in accordance with California Government Code Section 65915 et seq. (“Density Bonus Law”).

Any applicant requesting a density bonus and any incentive(s), waiver(s), or parking reductions provided by State Density Bonus Law shall submit a Density Bonus Report as described below concurrently with the filing of the planning application for the first discretionary permit required for the housing development. The requests contained in the Density Bonus Report shall be processed concurrently with the planning application.

The Density Bonus Report shall include the following minimum information:

1. **Requested Density Bonus:**

- Minimum Number of Dwelling Units. For the purpose of establishing the minimum number of five dwelling units in a project, the restricted affordable units shall be included and density bonus units shall be excluded.
- Fractional Units. All density bonus calculations shall be rounded up to the next whole number including the base density, Restricted Affordable units, and the number of affordable units required to be eligible for a density bonus.
- Summary table showing the maximum number of dwelling units permitted by the zoning and general plan excluding any density bonus units, proposed number of affordable units by income level, proposed bonus percentage, number of density bonus units proposed, total number of dwelling units proposed on the site, and resulting density in units per acre.
- A tentative map and/or preliminary site plan, drawn to scale, showing the number and location of all proposed units, designating the location of proposed affordable units and density bonus units.
- The zoning and general plan designations and assessor's parcel number(s) of the housing development site.
- Calculation of the maximum number of dwelling units permitted by the City's zoning ordinance and general plan for the housing development, excluding any density bonus units.
- Number of bedrooms in the proposed market-rate units and the proposed affordable units.
- A description of all dwelling units existing on the site in the five-year period preceding the date of submittal of the application and identification of any units rented in the five-year period. If dwelling units on the site are currently rented, income and household size of all residents of currently occupied units. If any dwelling units on the site were rented in the five-year period but are not currently rented, the income and household size of residents occupying dwelling units when the site contained the maximum number of dwelling units, if known.
- Description of any recorded covenant, ordinance, or law applicable to the site that restricted rents to levels affordable to low or very-low income households in the five-year period preceding the date of submittal of the application.

- If a density bonus is requested for a land donation, the location of the land to be dedicated, proof of site control, and evidence that each of the requirements included in Government Code Section 65915(g) can be met.
2. **Requested Incentive(s) and Concessions:** In the event an application proposes incentives or concessions pursuant to State Density Bonus Law, to ensure that each incentive contributes significantly to the economic feasibility of the proposed affordable housing, the Density Bonus Report shall include the following minimum information for each incentive or concession requested, shown on a site plan if appropriate:
 - The City's usual development standard and the requested development standard or regulatory incentive/concession. Applicant shall identify whether each of the requested incentive(s)/concession(s) is an on-menu or off-menu request.
 - Include reasonable documentation, in a form subject to approval by the City, and supporting materials that demonstrate how any concessions and/or incentives requested by applicant result in identifiable and actual cost reductions to provide the affordable housing. Applicant may also be required to provide funds to cover city expenses incurred for a peer review of applicant's documentation.
 - If approval of mixed use zoning is proposed as an incentive, provide evidence that nonresidential land uses will reduce the cost of the housing development, that the nonresidential land uses are compatible with the housing development and the existing or planned development in the area where the proposed housing development will be located, and that mixed-use zoning is required in order to provide for affordable rents or affordable sales prices.
 3. **Requested Waiver(s):** In the event an application proposes waivers of development standards pursuant to State Density Bonus Law, the Density Bonus Report shall include the following minimum information for each waiver requested on each lot, shown on a site plan if appropriate:
 - The City's usual development standard and the requested development standard.
 - Include reasonable documentation and supporting materials that demonstrate how a requested modification to or waiver of an applicable development standard is needed in order to avoid physically precluding the construction of the proposed project at the allowed densities or with the concessions and/or incentives requested.
 4. **Requested Parking Reduction:** In the event an application proposes a parking reduction pursuant to Government Code Section 65915(p), a table showing parking required by the zoning ordinance and parking proposed under Section 65915(p). If an additional parking reduction is proposed under the provisions of Section 65915(p)(2) or (p)(3), evidence that the project qualifies for the additional parking reduction.
 5. **Child Care Facility:** If a density bonus or incentive is requested for a child care facility, evidence that all of the requirements included in Government Code Section 65915(h) can be met.
 6. **Condominium Conversion:** If a density bonus or incentive is requested for a condominium conversion, evidence that all of the requirements included in Government Code Section 65915.5 can be met.
 7. **Other:** Include any other documentation, materials or fees/funds required by this Section or by the City for the purpose evaluating and/or reviewing a density bonus, incentives, parking requirements alterations, and/or waivers or any other provision.
 8. **Fee:** Payment of any fee in an amount set by resolution of the City Council for staff or consultant time necessary to determine compliance of the Density Bonus Plan with State Density Bonus Law.