

Applicant _____
Project Name _____
Subdivision # _____
County File # _____

Property Owner _____
Site Address _____
APN _____
Date Submitted _____

Contra Costa County
Department of Conservation and Development
Density Bonus Proposal

DENSITY BONUS SUBMITTAL REQUIREMENTS

Requests for Density Bonuses are reviewed and processed for approval or denial by the Community Development and the Housing and Community Improvement Divisions. Density Bonus requests are processed pursuant to Section 65915 et seq. of the California Government Code and Title 8, Division 822, Chapter 822-2 of the Contra Costa County Ordinance Code. Density Bonus proposals are intended to provide incentives and/or concessions for housing developments for the production of housing for very low income, lower income, moderate income, or senior households; to facilitate the development of affordable housing; to implement the goals, objectives, and policies of the County General Plan's Housing Element.

The Density Bonus request will be reviewed and processed concurrently with the complete submittal of a development application, which may include but is not limited to applications, for subdivisions, planned unit developments, development plans, land use permits, rezones, and/or general plan amendments.

1. **DENSITY BONUS PROPOSAL.** The proposal must include:
 - a. A full description of the proposed project.
 - b. The type of housing development proposed as required by the State's Density Bonus law (rental, for-sale, low-income, senior housing, foster youth, common interest development, student housing, etc.).
 - c. Maximum base unit calculation for the site.
 - d. The percentage of density bonus requested.
 - e. The total number of units and the affordability level (based on percentage of area median income) of all units in the project.
 - f. The number of incentives/concessions for the project, including the referenced Government Code Section that supports the number requested for the project.
 - g. The requested incentive/concession.
 - h. A list of requested waivers or reductions of development standards.
 - i. The number of existing residential units on site. Are the existing units rental units?
 - j. Are there any deed restrictions on the parcel that restricts the ownership or rental of the property/unit to persons below the area median income?
 - k. The number of buildings proposed in the project.
 - l. The unit types, numbers, and distribution (i.e. studio, 1 bedroom, 3 bedroom, etc.).
 - m. Whether the project will be phased.
 - n. Location of the affordable units and what phase they will be developed.
2. **VICINITY/LOCATION MAP.**

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3. SITE PLAN. Site plan should be legibly drawn to scale, and include the following:
 - a. Square footage and acreage of parcel(s)
 - b. Property lines and dimensions
 - c. Street right-of-way
 - d. Existing easements
 - e. Existing/proposed on-site buildings and any buildings within 100 feet of property
 - f. Driveway and parking layout
 - g. Existing and proposed trees and landscaping
 - h. Location of the proposed affordable units
 - i. Zoning
 - j. General Plan
 - k. Gross acreage
 - l. Net acreage
4. FINANCIAL ANALYSIS REPORT. The financial analysis report for the project should indicate that the proposed Density Bonus and concessions and/or incentives are necessary to provide the proposed affordable units.
5. ADDITIONAL INFORMATION.
 - a. Any pertinent information that is relevant for staff's review and processing of the request.
 - b. Is the proposed development on property that includes or included affordable units that have been subject to a recorded covenant, ordinance, or law restricting rents?
 - c. Is the proposed development property where dwelling units have been vacated or demolished in the five-year period preceding the submittal of the application proposal for development?
 - d. Does the proposed development replace any affordable units pre-existing on the site or a portion of the site?
6. ATTACH COMPLETED INCLUSIONARY HOUSING ORDINANCE HOUSING PLAN. This Housing Plan is required for projects of five or more residential units to demonstrate compliance with the County's Inclusionary Housing Ordinance. See Chapter 822-4 of the County Ordinance Code for the standards and requirements for applicability and compliance.

Applicant & Property Owner Verification:

I/We certify that all statements made on this application or any accompanying attachment or exhibit are true and complete to the best of my knowledge. Should it be found that any of the information is incorrect, incomplete, or inconsistent with the requirements of the County Ordinance or State law that it may result in denial of the request and increased processing time and/or costs. I/We understand that any false statements may result in denial of the requested permit, revocation of any issued permit, or penalties. I/We further certify that permission has been granted by the property owner to conduct the proposed development applied for herein.

Applicant Signature: _____ Name: _____ Date: _____

Owner Signature: _____ Name: _____ Date: _____