



## HOUSING PERMIT SUPPLEMENTAL APPLICATION (Affordable Housing Set-Asides\*)

### PLEASE READ THE INSTRUCTIONS CAREFULLY

The following information is necessary for all Housing Permit applications for projects with affordable housing set-asides. Please answer all applicable questions. Failure to provide accurate and complete information will delay review. Additional information, as indicated in Sections 22.56.2620, 22.56.2690 and 22.56.2800, shall be submitted by the applicant upon request by the Department. Applications must be submitted in person by appointment only. Call (213) 974-6438 to schedule an appointment.

**\*NOTE: Projects must have at least 5 dwelling units (pre-density bonus).**

### 1. Affordable Housing Set-Aside Calculation – Section 22.52.1830 A

Maximum Units Permitted (pre-density bonus): \_\_\_\_\_units  
Affordability:  Very low income 50% AMI (Min. 5% housing set-aside required)  
 Lower income 80% AMI (Min. 10% housing set-aside required)  
 Moderate income 120% AMI (for-sale only) (Min. 10% housing set-aside required)  
Housing Set-Aside \_\_\_\_\_% X \_\_\_\_\_ maximum units permitted (pre-density bonus)  
= \_\_\_\_\_units (round fractional units up to the next whole number)

### 2. Affordable Housing Set-Aside Density Bonus Calculation – Section 22.52.1830 A

Maximum Units Permitted (pre-density bonus): \_\_\_\_\_units  
Density Bonus: \_\_\_\_\_% X \_\_\_\_\_ maximum units permitted (pre-density bonus)  
= \_\_\_\_\_units (round fractional units up to the next whole number)  
Total (maximum permitted units + density bonus units): \_\_\_\_\_units

### 3. Incentives – Section 22.52.1840

Please provide a short description of the requested incentive(s), and check all that apply.

Incentive #1: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- The incentive is listed on Table C: Menu of Incentives of Section 22.52.1840. (If not, the incentive is considered “off-menu.”)
- The requested incentive is required in order to keep the housing set-aside affordable.
- The requested incentive will not have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low and moderate-income households.

(Continue on pg. 2)

Incentive #2: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- The incentive is listed on Table C: Menu of Incentives of Section 22.52.1840. (If not, the incentive is considered "off-menu.")
- The requested incentive is required in order to keep the housing set-aside affordable.
- The requested incentive will not have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low and moderate-income households.

Incentive #3: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- The incentive is listed on Table C: Menu of Incentives of Section 22.52.1840. (If not, the incentive is considered "off-menu.")
- The requested incentive is required in order to keep the housing set-aside affordable.
- The requested incentive will not have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low and moderate-income households.

**4. Child Care Facilities – Sections 22.52.1830 A & 22.52.1840 A (Choose either A or B below)**

A. Additional Density Bonus  
Child care facility: \_\_\_\_\_sq. ft.  
Additional residential floor area (same as child care facility floor area): \_\_\_\_\_sq. ft., which consists of \_\_\_\_\_ bonus units.  
Total (Total number of units from Question #2 + child care facility bonus units) = \_\_\_\_\_ units

B. Additional Incentive:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- There is a need for a child care facility in the community.
- The requested incentive significantly contributes to the economic feasibility of the construction of the child care facility.
- The incentive is listed on Table C: Menu of Incentives of Section 22.52.1840. (If not, the incentive is considered "off-menu.")
- The requested incentive will not have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low and moderate-income households.

**5. Parking**

Choose one of the following:

- Parking is calculated based on parking rates in Table E: Parking Rates of Section 22.52.1850.
- Parking is calculated based on parking rates in Table C: Menu of Incentives of Section 22.52.1840 (must be one of the incentives requested in **Question #3**).
- Parking is calculated based on parking rates outside (“off-menu”) of Table C: Menu of Incentives of Section 22.52.1840 (must be one of the requested incentives in **Question #3**).

Number of Dwelling Units	Dwelling Unit Size	Parking Rates (space/unit)	Total Parking Spaces
	0-1 bedroom		
	2-3 bedrooms		
	4 or more bedrooms		
<b>Grand Total:</b>			

**6. Affordable Housing Option – Section 22.52.1880**

**(Note: Discretionary Housing Permit required – please also complete Question #8)**

Under the Affordable Housing Option, I am requesting the following (check all that apply):

- A greater density bonus  
 Maximum Units Permitted (pre-density bonus): \_\_\_\_\_ units  
 Density Bonus: \_\_\_\_\_% X \_\_\_\_\_ maximum units permitted (pre-density bonus)  
 = \_\_\_\_\_ units (round fractional units up to the next whole number)  
 Total (maximum permitted units + density bonus units): \_\_\_\_\_ units
- Incentives that do not contribute to maintaining the affordability of the housing set-aside units (see Question #4 for detailed description of incentives requested).

**7. Waiver or Modification of Development Standards – Section 22.52.1860**

**(Note: Discretionary Housing Permit required – please also complete Question #8)**

Please provide a short description of the requested waiver or modification of development standards.

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**8. Discretionary Housing Permit Burden of Proof – Section 22.56.2820**

Do not repeat the statement or provide Yes/No responses. If necessary, attach additional pages.

A. That the requested use at the location will not:

1. Adversely affect the health, peace, comfort or welfare of persons residing or working in the surrounding area, or
2. Be detrimental to the use, enjoyment or valuation of property of other persons located in the vicinity of the site, or
3. Jeopardize, endanger or otherwise constitute a menace to the public health, safety or general welfare.

B. That the proposed site is adequate in size and shape to accommodate the yards, walls, fences, parking and loading facilities, landscaping and other development features prescribed in this Title 22, or as is otherwise required in order to integrate said use with the uses in the surrounding area.

*(Continue on pg. 5)*

**C. That the proposed site is adequately served:**

1. By highways or streets of sufficient width, and improved as necessary to carry the kind and quantity of traffic such use would generate, and
2. By other public or private service facilities as are required.

**D. That the proposed project at the location proposed has been designed to be complimentary to the surrounding area in terms of land use patterns and design.**

**E. That the proposed project will assist in satisfying housing needs, and is viable in terms of continuing availability to meet such housing needs.**