

Please read the instructions carefully.

The following information is necessary for all Housing Permit applications for all projects with income restricted units, and for some existing mobilehome parks. Please answer all applicable questions. Failure to provide accurate and complete information may delay review.

STAFF USE

- | | | | | |
|---------------------------------------|--|---------------------------------------|-----------------------------------|---|
| <input type="checkbox"/> Replacement | <input type="checkbox"/> Density Bonus | <input type="checkbox"/> Incentive(s) | <input type="checkbox"/> Rental | <input type="checkbox"/> Mobilehome park |
| <input type="checkbox"/> Inclusionary | <input type="checkbox"/> SB 35 | <input type="checkbox"/> Waiver(s) | <input type="checkbox"/> For Sale | <input type="checkbox"/> Motel conversion |

A. PROJECT LOCATION

APN(s):

Address:

B. DENSITY CALCULATIONS

General/Area/Specific Plan
Maximum Allowable Density

Lot Size (acres)

Baseline Dwelling Units

	X		=	
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Select one:

- units per net acre
 units per gross acre

Note: All base density calculations and set-asides for affordable housing are rounded up (see County Code Section 22.04.050*).
Example: 5.11 units rounds up to 6 units.

* Title 22 (Planning and Zoning Code)

For applications for continuing existing mobilehome park use, please skip to Section I (Mobilehome Park Density Bonus).



Please verify which General Plan/Area or Community Plan applies to your project and determine if density calculation is based off gross or net acreage.



Please note a one-stop meeting is recommended for all affordable housing projects. The meeting includes the following Los Angeles County departments/agencies: Public Works, Fire, Public Health, Development Authority, and Regional Planning. Inquire w/ Regional Planning staff to schedule a meeting.



All affordable housing projects are subject to discounted fees. See 22.250.020.

C. REPLACEMENT UNITS PROPOSED (if applicable)

Complete the Pre-Existing Site Conditions and Household Income Certification form to determine how many existing or previously demolished units will need to be replaced at affordable levels.

Unit Size	Number of Replacement Units by Level of Affordability		
	Extremely Low Income	Very Low Income	Lower Income
Studio (no bedroom)			
1 bedroom			
2 bedrooms			
3 bedrooms			
4 or more bedrooms			
TOTAL REPLACEMENT UNITS			

D. INCLUSIONARY HOUSING (if applicable)

Affordable units may be required depending upon the project location and type (rental or for sale). See County Code Section **22.121.050** for set-aside requirements.

Submarket Area

- Antelope Valley
 East Los Angeles / Gateway
 San Gabriel Valley
 Coastal South Los Angeles
 Santa Clarita Valley
 South Los Angeles

Baseline Dwelling Units

- 15 or more baseline units
 Less than 15 baseline units

Project Type

- Rental (complete RENTAL box)
 For Sale (complete FOR SALE box)
 Both (complete both boxes)

RENTAL (select one option)

- Option 1 (avg. 40% AMI or less)
 Option 2 (avg. 65% AMI or less)
 Option 3 (avg. 80% AMI or less)

Baseline Dwelling Units (Rental)

Rental Option Set-Aside %

Required Inclusionary Units

X

=

FOR SALE

Baseline Dwelling Units (For Sale)

For-Sale Option Set-Aside %

Required Inclusionary Units

X

=

E. AFFORDABLE SET-ASIDE AND DENSITY BONUS

To determine the density bonus and set-aside options for your project, please see the sliding scale in **Table 22.120.050-A**.

Note: Density bonus units may be counted towards replacement and inclusionary housing requirements.

Step #1: Affordable Set-Aside

$$\left(\begin{array}{c} \text{Baseline Dwelling Units} \\ \boxed{} \end{array} - \begin{array}{c} \text{Manager's Unit(s)} \\ \boxed{} \end{array} \right) \times \begin{array}{c} \text{Affordable} \\ \text{Set-Aside \%} \\ \boxed{} \end{array} = \begin{array}{c} \text{Affordable Set-Aside} \\ \text{Unit Count (round up)} \\ \boxed{} \end{array}$$

Step #2: Density Bonus

$$\left(\begin{array}{c} \text{Baseline Dwelling Units} \\ \boxed{} \end{array} - \begin{array}{c} \text{Manager's Unit(s)} \\ \boxed{} \end{array} \right) \times \begin{array}{c} \text{Density Bonus \%} \\ \boxed{} \end{array} = \begin{array}{c} \text{Density Bonus} \\ \text{Unit Count (round up)} \\ \boxed{} \end{array}$$

- Check here if you are **NOT** requesting a density bonus but are seeking incentives, waivers or reductions of development standards.
- Check here if you are proposing a childcare facility.
- Check here if you are proposing a density bonus that exceeds the sliding scale (counts towards incentives).
- Check here if you are proposing non-affordable, age-restricted senior citizen housing.

F. UNIT TOTALS

Please indicate the total number of dwelling units proposed as well as a breakdown by level of affordability (HCD or TCAC). See the **Los Angeles County Income and Rent Limits**.

Level of Affordability	HCD Units	TCAC Units (AB 1763 only)	Total Units
Market Rate	N/A	N/A	
Manager's Unit(s) - Market Rate	N/A	N/A	
Extremely Low Income			
Very Low Income			
Lower Income			
Moderate Income			
Middle Income			
HCD: Published affordability levels per CA Dept. of Housing and Community Development TCAC: Published affordability levels per CA Tax Credit Allocation Committee		Total Market Rate Units Proposed	
		Total Affordable Units Proposed	
		TOTAL UNITS PROPOSED	

G. INCENTIVES (Optional)

Provide a short description of your requested incentive(s). Add additional pages if more incentives are requested. See **Table 22.120.050-B**.

Incentive #1

Incentive #2

Incentive #3

H. WAIVERS OR REDUCTIONS OF DEVELOPMENT STANDARDS (Optional)

Provide a short description of your requested waiver(s) or reduction(s) of development standards. Add additional pages if more waivers or reductions are requested. See **Section 22.120.090**.

Note: AB 1763 Projects are not eligible for waivers.

Waiver #1

Waiver #2

Waiver #3

Waiver #4

I. MOBILEHOME PARK DENSITY BONUS

Use this section for a continuing mobilehome park use that exceeds the density permitted by the General Plan or Zone, and that is not receiving any other density bonus. The existing total number of mobilehome spaces shall be deemed the maximum number of dwelling units permitted on site. See **Section 22.120.075**.

Baseline Dwelling Units

Number of Existing Mobilehome Park Spaces

AFFORDABLE HOUSING PERMIT CHECKLIST

Applicants must submit all the required items listed below. Planning staff may request additional items on a project-by-project basis (see below). Applications without all the required items will not be accepted. All applications and required documents must be submitted through epicla.lacounty.gov. Apply and upload items to the **Regional Planning Permits and Reviews Base Application**.

REQUIRED ITEMS:

- Filing Fees** - Payments are accepted online through epicla.lacounty.gov. Invoices will be provided. All affordable housing projects are subject to discounted fees. See **22.250.020**.
- Housing Permit Application Form (Form A)**
- Discretionary Affordable Housing Project Findings (Form B)** - for Discretionary Housing Permits only
- Senior Citizen Housing Application Form (Form C)** - for Senior Citizen Housing projects only
- Pre-Existing Site Conditions and Household Income Certification Form**

ADDITIONAL ITEMS FOR SB 35 REVIEW ONLY:

- Pre-Existing Site Condition Questionnaire**
- Prevailing Wage Certification**
- Source of Funds Questionnaire**
- Skilled and Trained Workforce Certification**

ADDITIONAL ITEMS FOR AB 2162 REVIEW ONLY:

- Source of Funds Questionnaire**
- Supportive Services Plan**