



City of Los Altos

Planning Division

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 information:

- Full description of the proposed project.
- The zoning and general plan designations of the housing development site.
- Calculation of the maximum number of dwelling units (“base density”) permitted by the City’s zoning ordinance and general plan for the housing development, excluding any density bonus units. If the housing development is proposed to be located on any property for which no maximum density is established by the general plan or zoning, then the applicant shall determine a base density for the housing development by determining the maximum number of units that could be provided by providing conceptual plans for a hypothetical housing development consistent with all applicable development standards. The average unit size for the hypothetical housing development shall be at least as large as the average unit size for the housing development proposed. The density bonus report for the housing development shall include calculations and rough drawings for the hypothetical housing development used to determine the base density.
- The type of housing development proposed as required by density bonus law (e.g. rental, for-sale, senior housing, etc.) and number of proposed affordable units by income level (e.g. very low, low, moderate, etc.)
- The percentage of density bonus requested.
- Describe whether the requested density bonus fulfills the applicable City of Los Altos inclusionary housing requirement.
- Number and description of any incentives/concessions requested for the project. For each incentive/concession include a description of the City standard, the requested reduction or modification to the standard sought by the incentive/concession, and whether it’s an on-menu or off-menu request. Include reasonable documentation and supporting materials that demonstrate how each concession/incentive results in identifiable and actual cost reductions to provide affordable housing.
- Number and description of waivers requested for the project. For each waiver include a description of the City standard and the requested reduction or modification to the development standard sought by the waiver. Include reasonable documentation and supporting materials that demonstrate how each waiver of an applicable development standard is needed to avoid physically precluding the construction of the proposed project, including density bonus units.
- Number of bedrooms in the proposed market-rate units and the proposed affordable units.

- ❑ Summary table showing the maximum number of dwelling units permitted on the site 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 density bonus units.
- ❑ Description of any proposed parking reduction sought pursuant to Government Code Section 65915(p) including evidence that the project qualifies for the parking reduction. Provide a table showing the parking required by the zoning ordinance and parking proposed under Section 65915(p).
- ❑ A description of all dwelling units existing on the site in the five-year period preceding the date of submittal of the application, including the number of bedrooms of each unit, 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.