

DENSITY BONUS APPLICATION

HOUSING AND PLANNING DEPARTMENT APPLICATION FOR DENSITY BONUS, AFFORDABLE HOUSING CERTIFICATION

1. PROPERTY LOCATION

Property Address(es) or General Description of the location if no address is available:

2. APPLICANT'S INFORMATION

Applicant Name _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Phone 1: _____ Phone 2: _____

3. PROPERTY OWNER'S INFORMATION

Property Owner Name: _____

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Phone 1: _____ Phone 2: _____

4. FORM OF ORGANIZATION:

Corporation Limited Partnership General Partnership

Sole Proprietor Nonprofit Corporation (list type: 501(c)____)

5. If a corporation, identify its officers and indicate their titles. If a partnership, identify its general partner or general partners (**Attach** contact information for all principals). (**Attachment No. 1**)

6. PROJECT INFORMATION

Name of Project: _____

Project Site Plan No. _____

7. Ordinance/Regulation Triggering Affordability Requirement:

8. **PROJECT DESCRIPTION.** Please use additional pages as needed.
- a. Provide general description of the overall development
 - b. Provide a calculation method of how the additional Density Bonus is sought including site area and amount per square foot. Specify if you are calculating based on net or gross square footage. This should include the amount of square footage reserved for affordable housing and number of units that will be realized.
 - c. Identify the development incentives triggering affordability requirements, cite the specific regulation, ordinance and/or land development code section.
 - d. Please provide proof of site control for the listed owner.
 - e. If applicant or agent is an entity other than the property owner, please provide proof of authority to act as agent.
 - f. What is the property currently zoned?
 - g. Is this a new development? Is any demolition going to occur? If demolition is going to occur, what type of building will be demolished, and are there current tenants and/or operators in the units?
 - h. Is the project a single family project or a multi-family project?
 - i. Is the project rental or ownership?
 - j. Total number of units single family/multi-family
 - k. Summary of units, i.e. square footage, bedrooms, bath, etc.

9. **AFFORDABLE HOUSING CALCULATION (if applicable)**

Minimum Affordability Requirement for Rental Housing (to be calculated in accordance with approved Ordinance requirements):

_____% of _____ (bonus sq. ft.) = _____ (affordable sq. ft.)* _____ Number of Units
 Or
 _____ Total Number of units x _____% = _____ (Number of Affordable Units *)

*affordable to households whose total income is _____ the median family income in Austin MSA and will remain affordable for _____ years from the date a certificate of occupancy is issued.

Minimum Affordability Requirement for Ownership Housing (to be calculated in accordance with approved Ordinance requirements):

_____% of _____ (bonus sq. ft.) = _____ (affordable sq. ft.)* _____ Number of Units
 Or
 _____ Total Number of units x _____% = _____ (Number of Affordable Units *)

*affordable to households whose income is at _____ % or below the median family income in Austin MSA and will remain affordable for _____ years from the date a certificate of occupancy is issued.

10. FEE-IN-LIEU CALCULATION (if applicable)

Total _____ (bonus sq. ft.) x _____ (dollar per sq. ft.) = _____ (fee-in-lieu)

By signing this application, the applicant certifies they understand the following:

- a. All reasonably-priced rental dwellings must be occupied by an income-eligible household and rented at the published rates for the entire affordability period from the date of initial occupancy.
- b. All reasonably-priced ownership units must be sold at an affordable price established by Housing and Planning Department and Housing and Planning Department must income certify each potential buyer, prior to entering into a sales contract.
- c. An administrative hold will be placed on the building permit(s) until the following applicable items have been completed:
 - i. the number of affordable units have been finalized and evidenced through an original sealed letter from project architect and/or engineer,
 - ii. the fee-in-lieu has been finalized and evidenced through an original sealed letter from project architect and/or engineer,
 - iii. a Land Use Restriction stating the affordability requirements and term of the affordability period has been filed for record at the Travis County Clerk Office.
 - a. For developments with ownership units in a condo regime, condo declarations must include City of Austin approved language regarding the affordable units.
 - iv. the fee-in-lieu has been paid to Housing and Planning Department.
- d. Developments with some types of assistance or developed as part of some policy initiatives may require a longer affordability period.

11. How is the application processed?

Applications should be submitted to HPDReview@AustinTexas.gov.

Complete applications are processed within 10 – 15 business days. Applications for a density bonus affordable housing certification are considered, approved or denied by the City of Austin’s, Housing and Planning Department.

Applicant hereby submits this completed Application for Affordable Housing Certification with the required attachments to Housing and Planning Department for consideration.

Owner’s/Agent’s Signature

Date