



APPLICATION
**GROWTH MANAGEMENT
 HOUSING ALLOCATION**

Please Type or Print

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Related Files	
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GENERAL INFO	LOCATION OF PROJECT (ADDRESS)	ASSESSOR'S PARCEL NUMBER(S)	ZONING
	NAME OF PROPOSED PROJECT		GENERAL PLAN DESIGNATION
	APPLICANT NAME*	BUSINESS PHONE () -	HOME PHONE () -
	APPLICANT ADDRESS	CITY STATE	ZIP
	APPLICANT REPRESENTATIVE	BUSINESS PHONE () -	HOME PHONE () -
	APPLICANT REPRESENTATIVE ADDRESS	CITY STATE	ZIP
	PROPERTY OWNER NAME* (SIGNATURE REQUIRED BELOW)	BUSINESS PHONE () -	HOME PHONE () -
	PROPERTY OWNER ADDRESS	CITY STATE	ZIP

* In the case of a partnership, all general and limited partners shall be identified. In the case of a corporation, all shareholders owning 10% or more of the stock and all officers and directors shall be identified. Please use the [Partnerships & Corporations](#) form.

PROJECT INFO	PROJECT DESCRIPTION (Please include unit types, number of bedrooms and square footage for Reserve A qualifying units.)					
						SIZE OF PARCEL _____ SQ FT or _____ ACRES
	GROWTH MANAGEMENT (See Guide on the next page to aid in completion)					
	Indicate the number of units expected to be developed in Growth Management Reserve A and/or Reserve B in each calendar year up to a period of five years. No more than 75 single family and 2000 multi-family units per project may be requested for a single year.					
		2001	2002	2003	2004	2005
	Reserve A # of Units					
	Reserve B # of Units					
	HOUSING ALLOCATION PLAN (See Guide on the next page to aid in Completion)					
	INDICATE BELOW HOW THE PROJECT WILL COMPLY WITH THE HOUSING ALLOCATION PROGRAM					
	<input type="checkbox"/> EXEMPT Indicate unit type _____ (Please see attached Guide for units which are eligible for exemption.)					

	PROVIDING UNITS		PROVIDING LAND		IN LIEU FEE
	Total # of Project Units	Total # of Affordable Units	Total # of Acres to be Dedicated		
On Site 15% Req.			On Site		# of Project Units _____ X In Lieu Fee = total Fees Due Each unit will be charged the in Lieu Fee in effect at the time of Building Permit issuance
On Site 20% Req.			Off site		
Units will be: <input type="checkbox"/> Rental <input type="checkbox"/> For Sale			Land is: <input type="checkbox"/> Improved <input type="checkbox"/> Unimproved		
Units will be: <input type="checkbox"/> RENTAL <input type="checkbox"/> FOR SALE			Land Is: <input type="checkbox"/> IMPROVED <input type="checkbox"/> UNIMPROVED		

Note: For projects providing units, a fractional requirement will be rounded down, and the fractional remainder will be subject to a fee. The Formula is: Fraction _____ X "Developer's Contribution" equals fee to be paid prior to Final Map approval.

DEPT	PROPERTY OWNER'S CONSENT – I declare under penalty of perjury that I am the owner of said property or have written authority from property owner to file this application. I certify that all of the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted date may invalidate any approval of this application.		
	X		
	APPLICATION	RECEIVED BY	DATE
COMMENTS			

GUIDE FOR COMPLETING GROWTH MANAGEMENT/HOUSING ALLOCATION PLAN

GROWTH MANAGEMENT

RESERVE A – Reserve A units include:

- Second Units
- Units in mixed use development, where residential uses are combined with other uses in a single building
- Very low and low income units under affordability agreement with the City
- Multifamily units
- Small single family units

To qualify as Reserve A, these small single family units must fit the following criteria:

- 900 square feet or less with 2 or fewer bedrooms
- 1200 square feet with 3 bedrooms
- 1250 square feet with 4 bedrooms
- These homes may not be situated on a lot larger than 4000 square feet

RESERVE B – Reserve B units are single family attached or detached units larger than 1250 square feet

Note: For a tentative subdivision map application requesting Reserve A qualifying units, the unit type and square footage must be indicated. Also, all tentative and final subdivision applications submitted with a mix of Reserve A and B units must indicate which lots are for Reserve A and which lots are for Reserve B units.

HOUSING ALLOCATION PLAN

COMPLIANCE OPTIONS

◆ EXEMPTION

The following projects are exempt from any obligation under the Housing Allocation Plan:

- Reserve A units, as outlined above
- A community care/health care facility
- Homeless shelters
- Single room occupancy units
- Unit to be constructed by an owner/builder (see ordinance definition)
- Reconstruction of a unit to replace a previously existing unit

◆ PROVIDE UNITS

On Site Units

- Projects provide 15% of total project units as units affordable to low income households
- Projects larger than 20 gross acres in size must provide units on site (if not providing land)
- The number of affordable units must be listed on the reverse side of the application form and the units or lots targeted to be affordable must be shown on the plans submitted with this application

Off Site Units

- Only projects of 20 gross acres or less have the option to provide affordable units off site
- 20% of total units (on and off site) are required to be affordable to low income households
- The number of affordable units must be listed on the reverse side of the application form
- Off site units must be located in the same quadrant of the City as the main project
- Plans for off site development must also be included with the development application
- The developer must own, or have an option to purchase the site for offsite units

Suggestions for Projects Providing Units

- Affordable units provided may be for sale or for rent
- An affordability agreement will be required and must be executed prior to approval of the project. Sample agreements are available at the Department of Community Development
- Projects providing units may also be subject to some fees. For example, if the requirement for a development is 2.24 units, the development will provide 2 allocated units and pay the fraction (.25) in fees. The fraction is multiplied by the “developer’s contribution” as determined by the City Council. This number is currently \$9,850, but is subject to change.

$$.24 \times \$9,840 = \$2,460$$

This fee shall be paid prior to approval of a final map, or if there is no final map, prior to the first building permit issued for the development. The fee in effect at the time of calculation (final map or building permit) is the fee which shall be paid.

◆ PROVIDE LAND

On Site Land Dedication

- This is an option for projects larger than 20 gross acres
- Land equal to 7.5% of the development’s net acreage shall be offered to the City and shall be not less than one half acre
- Land must be improved (see Allocation Plan for definition)

Off Site Land Dedication

- This is an option for projects of 20 acres or less
- Land equal to 10% of the development’s net acreage shall be offered to the City and shall not be less than one acre
- Land must be located in the same quadrant as project site
- Land may be improved or unimproved

Suggestions for Projects Providing Land

- Land to be dedicated must be depicted on maps submitted for the residential development application
- A completed initial study must be submitted with the development application evaluating the land to be offered to the City for dedication

◆ PAYMENT OF AN IN LIEU FEE

- Projects of 7 gross acres or less, located in the Very Low Density Residential land use designation, and projects of 2 gross acres or less, located in the Low Density Residential land use designation, shall pay the in lieu fee for each unit in the development
- The per unit fee to be paid shall be the fee in effect at the time of building permit issuance
- Providing allocated units is an alternative to paying the in lieu fee