

# 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:

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**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:

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8. **PROJECT DESCRIPTION.** Please use additional pages as needed.
- Provide general description of the overall development
  - 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.
  - Identify the development incentives triggering affordability requirements, site the specific regulation, ordinance and/or land development code section.
  - What is the property currently zoned?
  - Is this a new development? Is any demolition going to occur?
  - Is the project a single family project or a multi-family project?
  - Is the project rental or ownership?
  - Total number of units single family/multi-family
  - 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?**

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