



## DENSITY BONUS APPLICATION CHECKLIST

All of the following submittals are required. Incomplete applications will not be accepted. Applications shall include one digital copy of all project documents. All digital documents shall be in .pdf format only.

- A Density Bonus application **shall not be deemed complete** without concurrent submittal of a complete application, including checklist items, for at least one other type of Planning Permit.
- Completed **Checklist** (this form).
- Completed **Planning Permit Application**.
- Density Bonus Request.** Provide information about the project and the type of Density Bonus (DB) requested, including project tenure (rental or for-sale); unit types (number of bedrooms) and size ranges in square feet; the type of DB (affordable, senior, transitional foster youth, disabled veterans, homeless persons, student housing, common interest development, land dedication/donation, childcare facilities); and the proposed method of ensuring the continued affordability of the affordable units for at least 55 years.
- Density Bonus Calculation.** Provide a summary table showing the calculation of the proposed DB, including the following: Zoning of property; maximum density per zoning; lot size (acres); allowable number of units per zoning; proposed percentage of DB units and affordability levels; percentage and number of bonus units allowed by proposed DB; total number of units in project following proposed DB; the resulting density (units/acre); and a breakdown of DB, non-DB, and total units by unit type (number of bedrooms) and affordability.
- Density Bonus Unit Map.** Provide site and/or **floor plans** that clearly indicate the even dispersal of the DB units by location and unit type/size throughout the project.
- Statement of Requested Concessions and Incentives.** Describe the specific concessions and incentives the project is seeking, and how they result in cost reductions for the project in order to provide for the affordable housing costs or rents. **Note that all requested concessions and incentives must be clearly shown on the project plans.**
- Statement of Requested Waivers.** Describe the waivers that the project is seeking, and how each requested waiver will allow the project to be built at the permitted density and with the granted concessions and incentives. **Note that all requested waivers must be clearly shown on the project plans.**
- Parking.** Provide a parking space calculation reflecting the number of dwelling units, unit mix, and parking proposed to be provided for the project, and indicate whether the project is seeking to utilize the DB parking ratios allowed by Government Code Section 65915(p).
- Removal or conversion of rental dwelling units.** (If applicable) Identify how many rental units exist, or existed in the previous 5 years, on the project site that are or were restricted to or occupied by persons or households of lower or very low income; the income level and household size of residents, if known; and monthly rent, if known. Describe the proposed replacement of such rental units within the project at equivalent income levels and sizes.
- Filing fee.** See the current City of Cotati [Fee Schedule](#). Fees and/or initial deposits will be determined at the time of application submittal.