

**AB 1397 INVENTORY OF LAND FOR RESIDENTIAL DEVELOPMENT
APPLICATION GUIDE****PROJECT INFORMATION**

Site Address: _____

APN(s): _____

Project Name: _____

Gross Acres: _____

PRIMARY CONTACT INFORMATION

Name: _____

Contact: _____

Address: _____

Email: _____

- ☐ I HEREBY CERTIFY THAT MY PROJECT IS ELIGIBLE FOR MINISTERIAL REVIEW PROCESS as demonstrated in the eligibility checklist below, and request the streamlined review process for my project.
- ☐ On behalf of the development proponent, I certify the responses on this form are accurate based on reasonable investigation, knowledge and belief. If the information recorded in this checklist changes during the course of the project, I will contact Planning & Development Services for further guidance. I understand this checklist is only a tool for gathering information relevant to the project. Approval or disapproval of the project will be determined based on applicable law and regulation.

Owner Name: _____

Signature: _____

Date: _____

Applicant Name: _____

Signature: _____

Date: _____

PLANNING DEPARTMENT USE ONLY

PRE-APP#:	☐ TRIBAL CONSULT COMPLETED	CONSISTENCY ☐ ELIGIBLE DETERMINATION: ☐ NOT ELIGIBLE	SUBMITTAL DATE: / /
APP#:	DETERMINATION DUE: / /	DETERMINATION DATE: / /	APPROVAL DUE: / /

IF YOU CHECKED "NO" FOR ONE OR MORE ELIGIBILITY REQUIREMENT BELOW, YOUR PROJECT IS NOT ELIGIBLE FOR THIS STREAMLINED REVIEW PROCESS.



1

FIRST – PLEASE VERIFY THAT YOUR PARCEL QUALIFIES FOR AB 1397

To determine if your parcel is one of the 44 relisted RHNA sites within the unincorporated County that potentially qualifies for AB 1397, please check the [Site Lookup tool](#).

If your parcel ***does potentially qualify*** for AB 1397, please see below.

2

Submit building plans and apply for a building permit.

*The **building permit application** can be found [here](#).*

3

Be available as staff will review documents and plans. Requests for revisions may be made. Housing and Community Development services will develop an Affordability Agreement to verify that affordable housing requirements are met.

4

Be ready! Once plans have been approved by all reviewing disciplines the building permit can be issued and construction begins.

* The required permits and processing times can vary depending on the nature and complexity of a project and the completeness of the documents submitted.



The property must meet all the requirements listed below:

- ☐ To determine if your parcel is one of the 44 relisted RHNA sites within the unincorporated County that potentially qualifies for AB 1397, please check the [Site Lookup tool](#).
- ☐ 65583.2.(h): The proposed development includes at least 20% of the units to be affordable to lower income households.
- ☐ (65583.2.(g)(3)): Sites that currently have residential uses, or within the past five years have had residential uses with rents restricted to low or very low income levels that have been vacated or demolished, do NOT qualify as sites available to accommodate the RHNA unless the proposed development will replace each affordable unit with an affordable unit at the same or lower income level consistent with the requirements of Gov. Code section 65915(c)(3).

If you have any additional questions, we strongly recommend requesting an initial consultation meeting. This will give you the opportunity to sit down with a planner and discuss the “ins and outs” of your project and receive general information about the feasibility of the project before you make any major investments in time and money. The Planner will provide you with some basic information and identify the initial required deposit to start the project. This checklist is intended as an aid to determining eligibility for by-right processing of a development project under AB 1397. It does not represent all the legal requirements that may apply to a particular project. It is important to note that housing projects that qualify for AB 1397 will still need to meet all Objective Design Standards for the community at the time of submittal.

Schedule an [Initial Consultation](#) to get started

If the subject parcel is on septic, please contact DEHQ at LWQDuty.DEH@sdcounty.ca.gov to determine if any changes need to be made to the existing system for the proposed scope of your project prior to moving forward with the project development.