



County of San Diego, Planning & Development Services

DENSITY BONUS MINIMUM SUBMITTAL REQUIREMENTS

Submittal Date: _____ Project Name: _____
Applicant Name: _____
Contact Information: _____
Project Location: _____
APN(s): _____
Project Description: _____

DENSITY BONUS PROJECT INFORMATION:

Current Zoning Allowances			Proposed
DEVELOPMENT REGULATIONS	Maximum Allowable Density (Zoning Density)		
	Maximum Allowable Density (General Plan)		
	Maximum Allowable Density (Specific Plan)		
	Building Type		
	Maximum Floor Area		
	Floor Area Ratio		
	Height		
	Lot Coverage		
	Setback		
	Open Space		
	Special Area Designation		
Total Waivers Requested			

**Any proposed change from the allowed zoning must be approved as either an incentive or a waiver. The number of incentives allowed is determined by the project as outlined below.

Types of Reserved Units See Density Bonus Table in Zoning Ordinance Section 6360.a.	Required % Of Reserved Units	Proposed Number of Units Reserved	Percentage of Reserved Units
Very Low Income	5%		
Low Income	10%		
Moderate Income (Ownership only)	10%		
*Age Restricted Senior Citizen Housing Development	100%		
County Affordable Senior Housing Program (Rental Units Only, Very Low Income, Low Income, Moderate Income, Commercial Development with Affordable Housing)	100%		
Other Density Bonus Project			

Proposed total of reserved units: _____
Proposed bonus units: _____
Proposed market rate (base) units: _____
Proposed total project units: _____
Number of authorized incentives: _____



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Is the requested change in development standard a waiver or an incentive?

WAIVER VS. INCENTIVE:

The request is considered a **waiver** if enforcing the development standard would physically preclude the construction of the project.

The request is considered an **incentive** if it is requested by the developer to help the project due to cost reductions that contribute to the economic feasibility of the project.

It is the burden of the applicant to provide evidence and justification for each requested waiver or incentive. Each requested waiver or incentive must be outlined below.

WAIVER REQUEST INFORMATION:

The applicant may request waivers or reductions of development standards that have the effect of physically precluding the construction of a development at the densities or with the incentives permitted by the Density Bonus/Affordable Housing Program. The waiver must be approved unless the approval authority makes a written finding to deny the waiver or reduction, based upon substantial evidence, specified in Section 7420.b of the Zoning Ordinance

Waiver:



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INCENTIVE REQUEST INFORMATION:

The number of incentives that can be requested is determined by the type and percentage of the reserved units. (Zoning Ordinance Section 6365) Please provide detailed written evidence or justifications that clearly show how each requested incentive leads to identifiable and actual cost reductions for the project. In your justification, please respond and incorporate the following items:

- ☐ Indicate the identifiable cost reductions that will result if the requested incentive(s) is granted
- ☐ Explain how the requested incentive(s) will lead to identifiable and actual cost reductions.

First Incentive:

Second Incentive:

Third Incentive:

Fourth Incentive:



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DENSITY BONUS REQUIREMENTS:

The following items must be provided at the time of Pre-Review or Density Bonus Initial Consultation, otherwise the project will be deemed incomplete.

- ☐ All items listed above must be completed.
- ☐ Evidence of project discussion with HCDS (unless age restricted senior housing).
- ☐ Complete PDS-346DB.
- ☐ Applicable discretionary permit application (except for 100% affordable).
- ☐ Applicable building permit application (if no discretionary permit is required).
- ☐ Letter of Authorization from owner(s).
- ☐ Evidence of legal lot (Please see Policy G-3 for more information).
- ☐ Incentive justification, which may include, but is not limited to financial data, justifying requested incentives.

INFORMATIONAL:

If applicable, the following approvals must be obtained prior to issuance of a permit.

- ☐ Appropriate Fire Protection District.
- ☐ Department of Public Works.
- ☐ Agreement with HCDS (must complete and record if applicable).
- ☐ Department of Environmental Health and Quality (If on septic or well water).
- ☐ Approval of any required discretionary permit and density bonus permit.
- ☐ **A Pre-Intake Appointment (PIA) with the Building Division is required.

*Other agency approvals may be required depending upon site specific circumstances

The following forms and handouts are available as resources or reference.

- ☐ PDS-338: [FAQs Density Bonus](#)
- ☐ **Initial Consultation: Density Bonus Program

** These meetings are intended to discuss the Density Bonus project proposal and is the most effective when prepared plans outlining the proposal are provided. The applicant is recommended to consult with a design professional to prepare a proposal. The Department of Planning & Development Services can guide an applicant through the process, but cannot design the project as they are not design professionals.