

## City of Roseville

policy can be found in Housing Element at: [www.roseville.ca.us/housing/housing\\_element.pdf](http://www.roseville.ca.us/housing/housing_element.pdf)  
and detailed requirements are written into specific plans

<b>Applicable Developments</b>	All new residential projects of 4 or more units located within new and specific plan areas created since 1988, or in areas where a rezone request is made.
<b>Required Set-Aside</b>	<p><i>For-Sale and Rental Projects:</i> 10% of all units must be affordable to very low-, low-, and middle-income (100% AMI)* households:</p> <ul style="list-style-type: none"> <li>• In projects in specific plan areas created prior to October, 2003 <ul style="list-style-type: none"> <li>– 75% of the 10% must be affordable to very low- and low-income households</li> <li>– 25% of the 10% must be affordable to middle-income households (100% AMI)</li> </ul> </li> <li>• In projects in specific plan areas created after October, 2003 <ul style="list-style-type: none"> <li>– 40% of the 10% must be affordable to very low-income households</li> <li>– 40% of the 10% must be affordable to low-income households</li> <li>– 20% of the 10% must be affordable to middle-income households (100% AMI)</li> </ul> </li> </ul>
<b>Phasing</b>	Affordable units must be built concurrently with market-rate units.
<b>Unit Design and Location</b>	Affordable units must be dispersed throughout project. Affordable units must be compatible on the exterior with market-rate units, but may be smaller and have differing interior amenities.
<b>Term of Affordability</b>	<p><i>For-Sale Units:</i> Initial purchase/15 years. During the 1<sup>st</sup> 15 years of ownership, the homeowner must notify the City of their intention to sell their property before they sell to a non-income qualified purchaser, in order for the City, working with homeowner, to identify another income qualified purchaser to use the same 2<sup>nd</sup> mortgage used in the original purchase, to continue affordability of the unit. If no income qualified purchaser is found within 60-day period, the original 2<sup>nd</sup> mortgage amount along with applicable interest is paid back to City, for use in another affordable housing activity (revolving loan fund).</p> <p><i>Rental Units:</i> 30 years, or 55 years if the project receives redevelopment funds.</p>
<b>Affordability Enforcement</b>	Affordable housing development agreements.
<b>Alternatives to On-Site Construction</b>	<b>Credit Transfer.</b> If developer is doing multiple projects within the same specific plan area, may transfer affordable units for one project to another project. Developer must own both projects and the project containing the affordable units must be built first.
<b>Incentives</b>	<b>Density Bonus.</b> State density bonus.
	<b>Fee Deferral.</b> Generally awarded in rental projects, eligible fees may be deferred until certificates of occupancy are awarded or can be financed over time. Deferral must be approved by Economic Development Advisory Committee. <a href="http://www.ci.roseville.ca.us/index.asp?page=693">www.ci.roseville.ca.us/index.asp?page=693</a>
<b>Responsibility for Filling and Monitoring Units</b>	Developer is responsible for qualifying potential renters and/or buyers. The City will conduct a training session with the Developer's sales team or property management team to ensure they are aware of all the affordable housing requirements.
<b>Fees</b>	No fees exclusive to affordable housing development.

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<p><b>Process</b></p>	<ol style="list-style-type: none"> <li>1. Applicant puts in application for permits for project. If project is rezone, 10% affordable housing is triggered or if the project is in new specific plan, and identified as having affordable units designated, applicant is notified via comments from Economic &amp; Community Services Department (ECS) of the affordable housing requirement and process.</li> <li>2. Boilerplate Affordable Housing Agreement is given to developer/applicant, to “fill in the blanks” as it relates to their project, with assistance from the ECS.</li> <li>3. As Agreement is adopted by ordinance, it has to be approved first by Planning Commission, then heard at two City Council meetings in order to read the ordinance, and adopt at the 2<sup>nd</sup> meeting.</li> <li>4. Ordinance takes effect 30 days after last reading.</li> <li>5. Agreement must be approved prior to either filing final map for subdivisions, or before Certificate of Occupancy is received for rental projects.</li> </ol>
<p><b>Local Public Funding</b></p>	<p><i>Developer:</i> No funding available for for-sale projects. Rental projects may be eligible for redevelopment tax increment or CDBG funds. City will also assist with application preparation for other public funding sources.</p> <p><i>Buyer:</i> First-time homebuyer downpayment assistance program.</p>
<p><b>Contacts</b></p>	<p>Jan Shonkwiler                  Housing Division (Economic &amp; Community Services) – project review and approval and funding                  (916) 774-5273                  JShonkwiler@roseville.ca.us</p> <p>Karen Garner                  Economic Development Division (Economic &amp; Community Services) – fee deferrals                  (916) 774-5473                  kgarner@roseville.ca.us</p>

*\* The City of Roseville defines the term “middle-income” to be households who earn between 80% and 100% of the area median income.*