

ARTICLE 19

DENSITY BONUS ORDINANCE

Section	Subject Matter
10-19.100	TITLE
10-19.110	DEFINITIONS
10-19.120	APPLICATION
10-19.130	SPECIFIED HOUSING UNITS
10-19.140	LAND DONATION
10-19.150	CHILD CARE FACILITIES
10-19.160	CONDOMINIUM CONVERSIONS
10-19.170	DESIGN, DISTRIBUTION AND TIMING OF AFFORDABLE HOUSING UNITS
10-19.180	REQUESTS FOR INCENTIVES OR CONCESSIONS
10-19.190	GRANTING OF INCENTIVES OR CONCESSIONS
10-19.200	TYPES OF INCENTIVES OR CONCESSIONS
10-19.210	COMPLIANCE
10-19.220	DENSITY BONUS APPLICATION
10-19.230	AFFORDABLE HOUSING UNIT PLAN
10-19.240	AFFORDABLE HOUSING UNIT AGREEMENT
10-19.250	AFFORDABLE HOUSING UNIT AGREEMENTS FOR OWNERSHIP UNITS
10-19.260	AFFORDABLE HOUSING UNIT AGREEMENTS FOR RENTAL UNITS
10-19.270	ADMINISTRATIVE FEE
10-19.280	VIOLATION OF AFFORDABLE HOUSING COST REQUIREMENTS

ARTICLE 19

DENSITY BONUS ORDINANCE

SEC. 10-19.100 TITLE. This Article shall be known and may be cited as the Density Bonus Ordinance of the City of Hayward.

SEC. 10-19.110 DEFINITIONS. Certain words and phrases are defined within this Article. Where it appears from the context of such words, phrases, or provisions that a different meaning is intended, the definition shall be as determined by the Director of Community and Economic Development/Planning Director.

- a. `Affordable Housing Cost,' `Affordable Ownership Housing Cost' and `Affordable Rental Housing Cost' are defined as the allowable percentage of gross household income a household spends on housing costs for a given income group, as defined below:
 - (1) For Very Low Income households, the Affordable Housing Cost shall not exceed the product of thirty percent (30%) times fifty percent (50%) of the Area Median Income adjusted for family size appropriate for the unit;
 - (2) For Lower Income households, the Affordable Housing Cost shall not exceed the product of thirty percent (30%) times seventy percent (70%) of the Area Median Income adjusted for family size appropriate for the unit;
 - (3) For Moderate Income households, the Affordable Housing Cost shall not be less than twenty-eight percent (28%) of the gross income of the household, nor exceed the product of thirty-five percent (35%) times one hundred ten percent (110%) of the Area Median Income adjusted for family size appropriate for the unit;
 - (4) For owner-occupied units, the Affordable Housing Cost includes the monthly mortgage principal and interest, property taxes, homeowner=s insurance, and homeowner/condominium association fees (where applicable); and,
 - (5) For renter-occupied units, the Affordable Housing Cost includes the monthly rent plus utility allowance, as defined by the Alameda County Housing Authority.
- b. `Affordable Housing Unit' is defined as a Dwelling Unit within a Residential Development Project which will be made available to and reserved for Very Low Income households, Lower Income households or Moderate Income households at an Affordable Housing Cost for the respective group(s).
- c. `Applicant' is defined as any person, firm, partnership, association, joint venture, corporation, or any entity or combination of entities who seek residential property development permits or approvals from the City of Hayward.

- d. `Area Median Income (AMI)' is defined as the median income for the Oakland Primary Metropolitan Statistical Area (PMSA) as defined annually by the U.S. Department of Housing and Urban Development (HUD) and adopted by the California Department of Housing and Community Development (HCD). Income groupings that are subdivisions of AMI, such as Very Low, Low, Lower and Moderate-Income households, are also defined and published by HUD and adopted by HCD.
- e. `Child Care Facility' is defined as a facility installed, operated, and maintained for the nonresidential care of children as defined under applicable state licensing requirements for the facility.
- f. `Child Care Facility Density Bonus' means a floor area ratio bonus over the otherwise maximum allowable density permitted under the applicable zoning ordinance and land use elements of the general plan of the City of Hayward of the following amounts: A maximum of five (5) square feet of floor area for each one square foot of floor area contained in the Child Care Facility for existing structures; or a maximum of ten (10) square feet of floor area for each one square foot of floor area contained in the Child Care Facility for new structures.
- g. `Condominium Conversion Density Bonus' means an increase in units of twenty-five percent (25%) over the number of apartments, to be provided within the existing structure or structures proposed for conversion.
- h. `Density Bonus' is defined as a density increase of at least five percent (5%), unless a lesser percentage is elected by the Applicant, and no more than thirty-five percent (35%) over the otherwise maximum allowable residential density under the applicable zoning ordinance and land use element of the general plan as of the date of application by the Applicant to the City of Hayward.
- i. `Development Standard' is defined as site or construction conditions that apply to a Residential Development Project pursuant to any ordinance, general plan element, specific plan, charter amendment, or other local condition, law, policy, resolution, or regulation.
- j. `Dwelling Unit' is defined as a dwelling designed and intended for residential occupancy by one household.
- k. `Floor Area' is defined as to a commercial or industrial project, as the floor area as calculated under the applicable zoning ordinance of the City of Hayward and as to a Child Care Facility, as the total area contained within the exterior walls of the facility and all outdoor areas devoted to the use of the facility in accordance with applicable state child care licensing requirements.
- l. `Household Income' is defined as the gross annual household income for all adult wage earners, Senior Citizen or disabled family members and any other sources of household income.
- m. `Lower Income Households' is defined as households with a total combined income not exceeding eighty percent (80%) of the Area Median Income, adjusted for

household size, as established by the U.S. Department of Housing and Urban Development.

- n. `Marketing Plan' is defined as a plan that describes how the Applicant will inform the public, and those within the appropriate income groups, of the availability of Affordable Housing Units.
- o. `Maximum Allowable Residential Density' is defined as the density allowed under the zoning ordinance, or if a range of density is permitted, means the maximum allowable density for the specific zoning range applicable to the project.
- p. `Mixed-Use Development Project' is defined as a Residential Development Project that may include a mix of commercial, office, industrial or residential uses.
- q. `Mobilehome Park' is defined as a mobilehome park that limits residency based on age requirements for housing for older persons pursuant to Section 798.76 or 799.5 of the Civil Code.
- r. `Moderate Income Households' is defined as households with a total combined income not exceeding one hundred and twenty percent (120%) of the Area Median Income, adjusted for household size, as established by the U.S. Department of Housing and Urban Development.
- s. `Presumed Occupancy Levels' are defined as: One person for a studio unit; two people for a one bedroom unit; three people for a two bedroom unit; and one additional person for each additional bedroom thereafter.
- t. `Resale Controls and/or Rent Restrictions' are defined as the restrictions, set forth by the City of Hayward or by state and/or federal law, by which the rents paid on rental Affordable Housing Units and the sales price for ownership Affordable Housing Units are limited to ensure that the unit remains affordable to Very Low or Low Income households for a term of no less than thirty (30) years. With respect to rental units, such rent restrictions shall generally be in the form of a regulatory agreement recorded against the applicable property. With respect to owner occupied units, such resale controls shall generally be in the form of resale restrictions, deeds of trust and/or other similar documents recorded against the applicable property.
- u. `Residential Development Project' is defined as detached single-family dwellings, multiple dwelling structures, groups of dwellings, condominium or townhouse developments, condominium conversions, cooperative developments, and mixed use developments that include housing units. This definition also includes contiguous or non-contiguous parcels that have one or more applications filed within a twenty-four (24) month period and which are under the same ownership.
- v. `Senior Citizen Household' is defined as a household headed by a person sixty-two (62) years of age or older.
- w. `Senior Citizen Housing Development' is defined as a development of at least thirty-five (35) dwelling units reserved for Senior Citizen Households and as further described in Sections 51.3 and 51.12 of the Civil Code.

- x. 'Very Low Income Households' is defined as households with a total combined income not exceeding fifty percent (50%) of the Area Median Income, adjusted for household size, as established by the U.S. Department of Housing and Urban Development.

SEC. 10-19.120 APPLICATION. The provisions of this Article apply to Residential Development Projects and mixed-use Residential Development Projects, consisting of either five (5) or more general Dwelling Units, Senior Citizen Housing Developments or Mobilehome Parks. For those projects that are subject to the provisions of Hayward Municipal Code Chapter 10, Article 17, Inclusionary Housing Ordinance, Affordable Housing Units provided under the Inclusionary Housing Ordinance may be counted toward the requirements of this Article. To the extent that the provisions of this Article and the Inclusionary Housing Ordinance are in conflict, the provisions of the Inclusionary Housing Ordinance prevail.

SEC. 10-19.130 SPECIFIED HOUSING UNITS The City shall grant a Density Bonus, and incentives or concessions described in Section 10-19.200, when an Applicant for a Residential Development Project seeks and agrees to construct at least any one of the following:

- a. Ten percent (10%) of the total Dwelling Units of a Residential Development Project for Lower Income Households; or
- b. Five percent (5%) of the total Dwelling Units of a Residential Development Project for Very Low Income Households; or
- c. A Residential Development Project meeting the requirements of a Senior Citizen Housing Development or a Mobilehome Park; or
- d. Ten percent of the total Dwelling Units in a common interest development as defined in Section 1351 of the Civil Code, for persons and families of Moderate Income, provided that all units in the development are offered to the public for purchase.

The Applicant shall elect whether the Density Bonus shall be awarded on the basis of Section 10-19.130 a., b., c. or d. All density calculations resulting in fractional units shall be rounded up to the next whole number. The granting of a Density Bonus shall not be interpreted, in and of itself, to require a general plan amendment, zoning change, or other discretionary approval. The Density Bonus shall not be included when determining the number of Dwelling Units that is equal to five (5%) or ten (10%) percent of the total Dwelling Units.

For Residential Development Projects that meet the criteria of Section 10-19.130 a., the Density Bonus shall be calculated as follows:

Percentage Low-Income Units	Percentage Density Bonus
10	20
11	21.5
12	23
13	24.5
14	26
15	27.5
16	29
17	30.5

18	32
19	33.5
20	35

For Residential Development Projects that meet the criteria of Section 10-19.130 b., the Density Bonus shall be calculated as follows:

Percentage Very Low Income Units	Percentage Density Bonus
5	20
6	22.5
7	25
8	27.5
9	30
10	32.5
11	35

For Residential Development Projects that meet the criteria of Section 10-19.130 c., the Density Bonus shall be twenty (20%) percent.

For Residential Development Projects that meet the criteria of Section 10-19.130 d., the Density Bonus shall be calculated as follows:

Percentage Moderate Income Units	Percentage Density Bonus
10	5
11	6
12	7
13	8
14	9
15	10
16	11
17	12
18	13
19	14
20	15
21	16
22	17
23	18
24	19
25	20
26	21
27	22
28	23
29	24
30	25
31	26
32	27
33	28
34	29
35	30

36	31
37	32
38	33
39	34
40	35

Residential Development Projects incorporating a Density Bonus require review and approval by the Planning Commission; provided, however, that if the Residential Development Project involves another permit or entitlement requiring City Council approval, then the Planning Commission may recommend approval or deny the project. Decisions of the Planning Commission may be appealed to the City Council as provided in Section 10-1.2845 of the City’s Zoning Ordinance.

SEC. 10-19.140 LAND DONATION. When an Applicant donates land to the City, the Applicant shall be entitled to a fifteen percent (15%) increase above the otherwise maximum allowable residential density under the applicable zoning ordinance and land use element of the general plan for the entire Residential Development Project as follows:

Percentage Very Low Income	Percentage Density Bonus
10	15
11	16
12	17
13	18
14	19
15	20
16	21
17	22
18	23
19	24
20	25
21	26
22	27
23	28
24	29
25	30
26	31
27	32
28	33
29	34
30	35

This Density Bonus shall be in addition to any Density Bonus mandated by Section 10-19.130, up to a maximum combined increase of thirty-five (35%) percent if the Applicant seeks both the increase required under this section and the increase under Section 10-19.130. All Density Bonuses resulting in fractional numbers shall be rounded up to the next whole number.

An Applicant shall be eligible for the increased Density Bonus described in this section if all of the following conditions are met:

- a. The Applicant donates and transfers the land to the City no later than the date of approval by the City of the final subdivision map, parcel map, or residential development application of the Residential Development Project seeking the Density Bonus.
- b. The developable acreage and zoning classification of the land being transferred are sufficient to permit construction of units affordable to Very Low Income households in an amount not less than ten percent (10%) of the number of residential units of the proposed Residential Development Project seeking the Density Bonus.
- c. The transferred land is characterized by the following:
 - (1) It is at least one acre in size or of sufficient size to permit development of at least forty (40) units; and
 - (2) It has the appropriate general plan designation and is appropriately zoned for affordable housing; and
 - (3) It is or will be served by adequate public facilities and infrastructure; and
 - (4) It shall have appropriate zoning and development standards to make the development of the Affordable Housing Units feasible; and
 - (5) No later than the date of approval of the final subdivision map, parcel map, or of the Residential Development Project seeking the Density Bonus, the transferred land shall have all of the permits and approvals, other than building permits, necessary for the development of the Very Low Income housing units on the transferred land, except that the City may subject the proposed Residential Development Project to subsequent design review, if the design is not reviewed by the City prior to the time of transfer.
- d. The transferred land and the Affordable Housing Units shall be subject to a deed restriction, which shall be recorded on the property at the time of dedication, ensuring continued affordability of the units for a term of at least thirty (30) years.
- e. The land is transferred to the City or to another housing developer approved by the City.
- f. The transferred land shall be within the boundary of the proposed Residential Development Project or, if the City agrees, within one-quarter mile of the boundary of the proposed Residential Development Project.

SEC. 10-19.150 CHILD CARE FACILITIES. When an Applicant proposes to construct a Residential Development Project that conforms to the requirements of Section 10-19.130 and includes a Child Care Facility that will be located on the premises of, as part of, or adjacent to, the Residential Development Project, the City shall grant either of the following: (i) An additional Density Bonus that is an amount of square feet of residential space that is equal to or greater than the amount of square feet in the Child Care Facility; or (ii) an additional concession or incentive designated by the City to contribute significantly to the economic feasibility of the construction of the Child Care Facility.

The City shall require, as a condition of approving the Residential Development Project that the following occur: (i) The Child Care Facility shall remain in operation for a period of time that is as long as or longer than the period of time during which the Affordable Housing Units are required to remain affordable pursuant to this Article; and (ii) of the children who attend the Child Care Facility, the children of Very Low Income Households, Lower Income Households, Moderate Income Households shall equal a percentage that is equal to or greater than the percentage of Dwelling Units that are made affordable to Very Low Income Households, Lower Income Households, or families of Moderate Income Households pursuant to Section 10-19.130.

Notwithstanding any requirement of this Article, the City shall not be required to provide a Density Bonus or concession for a Child Care Facility if it finds, based upon substantial evidence, that the community has adequate child care facilities.

SEC. 10-19.160 CONDOMINIUM CONVERSIONS. When an Applicant's Residential Development Project is the conversion of an existing apartment complex to a condominium complex and the Applicant agrees to make at least thirty-three percent (33%) of the total units of the proposed condominium Residential Development Project affordable to moderate-income households for thirty years (30), or fifteen percent (15%) of the total units of the proposed condominium Residential Development Project to Lower Income households for thirty years (30), and agrees to pay for the administrative costs incurred by the City related to process the application and monitor the future status of the Affordable Housing Units, the City shall either (i) grant a Condominium Conversion Density Bonus or (ii) provide other incentives of equivalent financial value to be determined by the City.

An Applicant shall be ineligible for a Condominium Conversion Density Bonus or other incentives under this Section if the apartments proposed for conversion constitute a Residential Development Project for which a Density Bonus or other incentives were previously provided under this Article or the City's Inclusionary Housing Ordinance.

SEC. 10-19.170 DESIGN, DISTRIBUTION AND TIMING OF AFFORDABLE HOUSING UNITS. Affordable Housing Units must be constructed concurrently with market-rate units. The Affordable Housing Units shall be integrated into the Residential Development Project and be comparable in infrastructure (including sewer, water and other utilities), construction quality and exterior design to the market-rate units. The Affordable Housing Units must also comply with the following criteria:

- a. Rental Residential Development Projects: When Affordable Housing Units are required in rental Residential Development Projects, the units should be integrated with the project as a whole. All Affordable Housing Units shall reflect the range and numbers of bedrooms provided in the project as a whole, and shall not be distinguished by design, construction, or materials. All Affordable Housing Units shall be reasonably dispersed throughout the project.
- b. Owner-occupied Residential Development Projects: When Affordable Housing Units are required in owner-occupied Residential Development Projects, the units should be integrated with the project as a whole. Affordable Housing Units may be smaller in aggregate size and have different interior finishes and features than market-rate units so long as the interior features are durable, of good quality and consistent with contemporary standards for new housing. All Affordable Housing Units shall reflect the range and numbers of bedrooms provided in the project as a

whole, except that if the market-rate units provide more than four bedrooms, the Affordable Housing Units need not provide more than four bedrooms.

No building permits will be issued for market-rate units until permits for all Affordable Housing Units have been obtained, unless Affordable Housing Units are to be constructed in phases pursuant to a plan approved by the City.

Market-rate units will not be inspected for occupancy until all Affordable Housing Units have been constructed, unless Affordable Housing Units are to be constructed in phases pursuant to a plan approved by the City.

SEC. 10-19.180 REQUESTS FOR INCENTIVES OR CONCESSIONS. Applicant must submit a Density Bonus Application, as described in Section 10-19.220 below, for the specific incentives or concessions that the Applicant requests. The City shall grant the concession or incentive requested by the Applicant unless the City makes a written finding, based upon substantial evidence, of either of the following:

- a. The concession or incentive is not required in order to provide for Affordable Housing Costs;
- b. The concession or incentive would have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the Federal Register of Historic Resources, the California Register of Historical Resources or the City's List of Officially Designated Architecturally and Historically Significant Buildings and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to Low and Moderate Income households.

SEC. 10-19.190 GRANTING OF INCENTIVES OR CONCESSIONS. If the conditions of 10-19.130 are met by Applicant, the following incentives or concessions may be granted:

- a. One incentive or concession for a Residential Development Project that makes: At least ten percent (10%) of the total units affordable to Lower Income households; or at least five percent (5%) of the total units affordable to Very Low income households; or at least ten percent (10%) of the total units affordable to persons and families of Moderate Income in a common interest development.
- b. Two incentives or concessions for a Residential Development Project that makes: At least twenty percent (20%) of the total units affordable to Lower Income households; or at least ten percent (10%) of the total units affordable to Very Low income households; or at least twenty percent (20%) of the total units affordable to persons and families of Moderate Income in a common interest development.
- c. Three incentives or concessions for a Residential Development Project that makes: At least thirty percent (30%) of the total units for Lower Income households; at least fifteen percent (15%) for Very Low Income households, or at least thirty percent (30%) for persons and families of Moderate Income in a common interest development.

SEC. 10-19.200 TYPES OF INCENTIVES OR CONCESSIONS. For the purposes of this Article, concession or incentive may mean:

- a. A reduction in site Development Standards or a modification of zoning code requirements or architectural design requirements that exceed the minimum building standards approved by the California Building Standards Commission, resulting in identifiable, financially sufficient, and actual cost reductions, or
- b. A reduction in setback and square footage requirements; or
- c. A reduction in the ratio of vehicular parking spaces and/or configurations as set forth in Government Code Section 65915(p); or
- d. Approval of mixed use zoning in conjunction with the Residential Development Project if commercial, office, industrial, or other land uses will reduce the development cost of the Residential Development Project and if the commercial, office, industrial, or other land uses are compatible with the Residential Development Project and the existing or planned development in the area where the proposed housing project will be located.

Nothing in this Section shall be construed to require the provision of direct financial incentives for the Residential Housing Development, including the provision of publicly owned land by the City or the waiver of fees or dedication requirements.

SEC. 10-19.210 COMPLIANCE. The provisions of this Article shall apply to all agents, successors and assignees of an Applicant, developer, builder or property owner proposing a Residential Development Project governed by this Article. No tentative map, use permit, special development permit or occupancy permit shall be issued for any Residential Development Project unless exempt from or in compliance with the terms of this Article.

The City may institute any appropriate legal actions or proceedings necessary to ensure compliance herewith, including but not limited to actions to revoke, deny or suspend any permit or development approval.

SEC. 10-19.220 DENSITY BONUS APPLICATION. In order to receive the concessions and/or incentives described in Section 10-19.200, the Applicant must submit to the City a Density Bonus Application (DBA) which will be treated as part of the development application. At any time during the review process, the Planning Director may require from the Applicant additional information reasonably necessary to clarify and supplement the application or determining the consistency of the proposed DBA with the requirements of this Article.

The DBA should include, but not be limited to, the following:

- a. A description of the Residential Development Project including the proposed total number of Affordable Housing Units, Senior Housing Units or Mobilehome Park Units;
- b. The zoning and general plan designations and assessors parcel number(s) of the project site;

- c. A vicinity map and preliminary site plan, drawn to scale, including building footprints, driveway and parking layout.
- d. A description of the concessions or incentives requested.
- e. If an additional incentive(s) is requested, the application should describe why the additional incentive(s) is necessary to provide the Affordable Housing Units.

SEC. 10-19.230 AFFORDABLE HOUSING UNIT PLAN. The Applicant must submit an Affordable Housing Unit Plan (AHUP) which will be treated as part of the development application. At any time during the review process, the Planning Director may require from the Applicant additional information reasonably necessary to clarify and supplement the application or determining the consistency of the proposed AHUP with the requirements of this Article.

The AHUP should include, but not be limited to, the following:

- a. The location, structure (attached, semi-attached, or detached), proposed tenure (for-sale or rental), and size of the proposed market-rate, commercial space and/or Affordable Housing Units;
- b. A floor or site plan depicting the location of the Affordable Housing Units and a floor plan describing the size, in square footage, of the Affordable Housing Units;
- c. The income levels to which each Affordable Housing Unit will be made affordable;
- d. The documents that will be used to assure that the units remain affordable for the desired term, such as resale and rental restrictions, deeds of trust, and rights of first refusal and other documents;
- e. For phased Residential Development Projects, a phasing plan that provides for the timely development of the number of Affordable Housing Units proportionate to each proposed phase of development as required by this Article;
- f. A marketing plan that describes how the Applicant will inform the public, and those within the appropriate income groups, of the availability of Affordable Housing Units; and
- g. Any other information reasonably requested by the Planning Director to assist with evaluation of the AHUP under the standards of this Article.

SEC. 10-19.240 AFFORDABLE HOUSING UNIT AGREEMENT. The form of the Affordable Housing Unit Agreement (AUA) will vary, depending on the manner in which the provisions of this Article are satisfied for a particular development. The AUA shall be recorded as a restriction on the parcel or parcels on which the Affordable Housing units will be constructed. The approval and recordation of the AUA shall take place prior to final map approval, or, where a map is not being processed, prior to issuance of building permits for such parcels or units. The AUA shall be binding on all future owners and successors in interest. An AUA must include, at minimum, the following:

- a. A description of the development, including the total number of units, the number of Affordable Housing Units, and the tenure of the Affordable Housing Units;

- b. The size, in square footage, and location of Affordable Housing Units;
- c. A description of the household income group to be accommodated by the Affordable Housing Units, and the formula for determining the affordable rent or affordable sales price and housing cost for each Affordable Housing Unit;
- d. The term of affordability for the Affordable Housing Units;
- e. A schedule for completion and occupancy of the Affordable Housing Units;
- f. Provisions and/or documents for resale restrictions, deeds of trust, rights of first refusal or rental restrictions;
- g. The Marketing Plan for sale or rental of the Affordable Housing Units;
- h. Provisions for monitoring the ongoing affordability of the Affordable Housing Units, and the process for qualifying prospective resident households for income eligibility; and
- i. A description of the concession(s) or incentive(s) provided by the City.

SEC. 10-19.250 AFFORDABLE HOUSING UNIT AGREEMENTS FOR OWNERSHIP UNITS. In the case Residential Development Projects consisting of ownership units, the AUA must provide the following additional conditions governing the sale and use of Affordable Housing Units during the applicable use restriction period:

- a. Affordable Housing Units shall be sold to Very Low Income households, Lower Income households or Moderate Income households in a common interest development, at an affordable sales price and housing cost as defined by this Article.
- b. Affordable Housing Units shall be owner-occupied by Very Low or Lower Income households or by Moderate Income households within common interest developments.
- c. The purchaser of each Affordable Housing Unit shall execute an instrument or agreement approved by the City restricting the sale of the Affordable Housing Unit in accordance with this Article during the applicable use restriction period. Such instrument or agreement shall be recorded against the parcel containing the Affordable Housing unit and shall contain such provisions as the City may require to ensure continued compliance with this Article and with Government Code Section 65915. With respect to Moderate Income Affordable Housing Units, the instrument or agreement shall provide for equity-sharing as set forth in Government Code Section 65915.
- d. Any additional obligations relevant to the compliance with this Article.

SEC. 10-19.260 AFFORDABLE HOUSING UNIT AGREEMENTS FOR RENTAL UNITS. In the case of Residential Development Projects consisting of rental units, the AUA must provide the following additional conditions governing the use of Affordable Housing units during the use restriction period:

- a. Specific property management procedures for qualifying and documenting tenant income eligibility, establishing affordable rent and maintaining Affordable Housing units for qualified tenants;
- b. Provisions requiring property owners to verify household incomes and maintain books and records to demonstrate compliance with this Article.
- c. Provisions requiring the Property Owner to submit an annual report to the city, which includes the name(s), address, and income of each household occupying target units, and which identifies the bedroom size and monthly rent or cost of each Affordable Housing unit.
- d. Provisions describing the amount of, and timing for payment of, Administrative Fees to be paid to the City for the on-going compliance monitoring of the provisions of this Article.
- e. Any additional obligations relevant to the compliance with this Article.

SEC. 10-19.270 ADMINISTRATIVE FEE. An administrative fee shall be charged to the Applicant for City review of all materials submitted in accordance with this Article and for on-going enforcement of the provisions of this Article. The fee amount shall be established by City Council resolution and will be described in the City of Hayward Master Fee schedule. Fees will be charged for staff time and materials associated with the following activities: Development review process; project marketing and lease-up; long-term compliance of the Affordable Housing Units.

SEC. 10-19.280 VIOLATION OF AFFORDABLE HOUSING COST REQUIREMENTS. In the event it is determined that rents in excess of those allowed by operation of this Article have been charged to a tenant residing in a rental Affordable Housing Unit, the City may take the appropriate legal action to recover, and the rental unit owner shall be obligated to pay to the tenant (or to the City in the event the tenant cannot be located), any excess rent charges.

In the event it is determined that a sales price in excess of that allowed by operation of this Article has been charged to an income-eligible household purchasing an ownership Affordable Residential Unit, the City may take the appropriate legal action to recover, and the Affordable Residential Unit seller shall be obligated to pay to the purchaser (or to the City in the event the purchaser cannot be located), any excess sales costs.