	Jurisdiction	Effective Date	Administrative Bodies
Ordinance 1	Contra Costa County Division 82 - Affordable Housing	7/1/2020	
Ordinance 2	Contra Costa County Chapter 822-4 - Inclusionary Housing	1/1/2020	
Ordinance 3	Sacramento County	3/27/2014	22.35.060 Establishment and Administration of Fund for Affordability Fees:(1) There is hereby created by the Office of the County Auditor-Controller in the County Treasury a special interest-bearing fund entitled the Fund for Affordability Fees. All fees collected pursuant to Section 22.35.050 and interest shall be placed in said fund and shall be expended solely to purchase land for affordable housing, produce or substantially rehabilitate affordable units, or buy down ELI units.(2) The affordability fees collected shall be transferred to SHRA and administered by the SHRA Executive Director who shall have the authority to govern the fund consistent with this Chapter, established priorities pursuant to section 22.35.060(C), and the guidelines prepared pursuant to section 22.35.100. Transfer of affordability fees to SHRA shall occur no less than quarterly. A portion of the funds may be used to cover reasonable administrative expenses. SHRA and County administrative expenses shall be approved by the Board of Supervisors through the SHRA and County annual budget processes.(3) The Board of Supervisors shall establish priorities for the use of the Fund. The SHRA Executive Director, in consultation with the County Director of Community Development, shall recommend priorities for the use of the funds for Board of Supervisors' approval on a biennial basis.(4) The Executive Director of SHRA, in consultation with the County Director of Community Development, shall report biennially on the performance of the affordable housing program, including the number of units produced, the amount of funds collected and the amount of funds expended. The report shall also include the levels of affordability in units constructed pursuant to this Chapte

Ordinance 4	Placer County	10/6/2020	
Ordinance 5	Nevada County	03/05/2023 (Draft)	
Ordinance 6	LA County	9/14/2023	
Ordinance 7	City of Emeryville	7/6/1905	City housing staff are involved in monitoring the developer's successful completion of the marketing and sales or lease of the BMR units.
Ordinance 8	City of Santa Clara	2/22/2018	
Ordinance 9	City of Long Beach	10/7/2021	
Ordinance 10	City of Morgan Hill	8/9/2018	The Inclusionary Housing Guidelines adopted or to be adopted by the City, and each Inclusionary Affordable Housing Agreement shall include provisions for monitoring by the City of each Residential Project and each Inclusionary Unit for compliance with the terms of this Chapter, the Inclusionary Housing Guidelines, and the applicable Inclusionary Affordable Housing Agreements. The City and/or its designated administrator shall also monitor and submit compliance reports to governmental agencies as required by law. Such provisions shall require property owners to submit annual compliance reports to the City and/or its administrator, and shall authorize the City or its administrator to conduct periodic on-site inspections and audits to ensure compliance with all applicable laws, policies, and agreements. The City Council may adopt fees to cover the City's costs of monitoring and compliance. Such fees shall be payable by the property owner and shall be deposited into the City's Housing In-Lieu Fee Fund.

Ordinance	City of San Diego	12/13/2022	§ 142.1312 General Rules for Inclusionary Affordable Housing Regulations:
11			(1) The Chief Executive Officer of the San Diego Housing Commission shall be
			responsible for determining affordability standards and occupant qualifications for any
			affordable units provided pursuant to this Division. The
			San Diego Housing Commission shall also monitor compliance with any
			documentation created as a result of an applicant's compliance with this Division.
			(2) The San Diego Housing Commission shall determine the reasonable fee to be paid
			by the applicant for the costs incurred by the San Diego Housing Commission in
			connection with implementation of this Division.
Ordinance	City of Folsom	3/27/2007	Community Development Director's Scope of Authority: The community
12			development director shall be responsible for review of the inclusionary housing plan submitted by the developer, preparation of the inclusionary housing agreement and providing recommendations on these items and other matters as provided in this chapter to the planning commission for action by the planning commission. In any case where the final authority on a project rests with the planning commission or the city council, the community development director shall make recommendations to the planning commission or the city council.
			17.104.100 Administration of the inclusionary housing requirement:
			(1) Proposed Inclusionary Housing Plan: At the time of and as part of the application
			for the first legislative entitlement, the developer of a development project shall
			submit a draft inclusionary housing plan consistent with the requirements of Section 17.104.040.
			(2) Action on Inclusionary Housing Plan: The inclusionary housing plan shall be subject to the same review and approval as the legislative entitlements. No legislative entitlement shall be granted without an approved inclusionary housing plan. The elements of the inclusionary housing plan shall be incorporated into the terms and conditions of the applicable legislative entitlements and project-level approvals.
			a. Amendment of Inclusionary Housing Plan: The community development director shall have the authority to approve amendments of the inclusionary housing plan to reflect changes in the underlying development project. Where the proposed
			amendment(s) will result in a change in the phasing or timing of development of the

inclusionary units, the amendment must be reviewed under the criteria in Section 17.104.040(A)(3).

- b. Amendment Process: Amendments which will result in the modification of conditions shall be subject to notice, review, approval and appeal in the same manner as the original approval.
- (3) Inclusionary Housing Agreement:
- a. Requirement: No project-level approval may be issued by the city without an inclusionary housing agreement executed by the owner and recorded against the property, the developer (if not owner) and the community development director, and approved by the city attorney; provided, that a tentative subdivision map or tentative parcel map may be approved prior to execution or recordation of an inclusionary housing agreement if (a) an inclusionary housing plan including a phasing plan has been approved; (b) any tentative map or parcel map contains conditions that enforce the applicable phasing and other requirements of the housing plan; and (c) the legislative entitlements contain provisions that condition approval of planned development permits, plan review, or building permits on execution and recordation of, and compliance with, an inclusionary housing agreement.
- b. Contents: The agreement shall be consistent with the inclusionary housing plan, and shall indicate ownership information, the number and size of very low and low income units, the developer of the inclusionary units, the phasing and construction scheduling of the inclusionary units, commitments for inclusionary incentives and any other information required by the city relative to the inclusionary housing requirement. In the case of alternatives to the inclusionary housing requirement, the agreement shall also contain the information required in this chapter pertaining to the alternative.
- c. Information Required from Developer: The developer of the development project shall present to the city: (a) plans, schematics, and details of phasing of the residential project as a whole, including the inclusionary housing requirement; (b) the name and address of the entity which will develop the inclusionary housing requirement if not

the developer; (c) in the case of land dedication, an executed irrevocable offer of dedication at no cost to the city; (d) in the case of off-site location, the evidence of control or ownership of the site required in this chapter; and (e) any other information reasonably required by the city in connection with the agreement.

- d. Incentives: The community development director shall recommend to the final decision-making body which inclusionary incentives, if any have been requested by the developer, the city will make available in connection with the development project as provided in this chapter. The inclusionary housing agreement shall specify the nature of the incentives provided.
- e. Incorporation into Project-Level Approvals and Recordation: The developer obligations and the inclusionary incentives in the agreement shall be incorporated into the applicable project-level approvals. The executed agreement shall be recorded as a covenant running with the land against the real property of the residential project and, in the case of off-site inclusionary units, against the real property on which such inclusionary units are to be located.
- (4) Affordable Rental and Affordable Housing Agreements: Upon approval of the entitlements for a for-sale development project which shall include inclusionary units, or a residential rental development project to be produced with funding assistance from the city or is otherwise subject to a voluntary affordable housing agreement with the city, the developer shall record with the county recorder's office an affordable rent agreement or affordable housing agreement against the parcels identified in the inclusionary housing plan for the inclusionary units. Where the inclusionary unit is a for-sale unit within a development project, the developer shall record the affordable housing agreement relating to the lot(s) within the development project which are to be inclusionary units prior to the issuance of a building permit on any lot(s) within the development project.
- (5) Administration of Affordability for Rental Inclusionary Housing: The owner of rental inclusionary units or for-sale inclusionary units offered for rent pursuant to Section 17.104.090(C)(2) shall be responsible for certifying the income of tenant to the city at the time of initial rental and annually thereafter. The owner of a for-sale

inclusionary unit shall certify to the city the income of the initial purchaser and shall certify to the city that the initial purchaser is a first-time home buyer. The owner of rental inclusionary units shall apply the same rental terms and conditions (except rent levels, deposits and income requirements) to tenants of inclusionary units as are applied to all other tenants, except as otherwise required to comply with government subsidy programs. Discrimination based on subsidies received by the prospective tenant is prohibited. The city shall keep confidential the personal identifying information of the household members occupying an inclusionary unit.

- (6) Reserved.
- (7) Guidelines: The community development director may develop and adopt additional guidelines as necessary for the implementation of this chapter consistent with the terms contained herein and consistent with any guidelines adopted by the city council as provided in this chapter.
- (8) Appeal: Where the provisions of this chapter vest the community development director with final decision-making authority, any applicant aggrieved by the decision of the community development director may appeal that decision to the planning commission. Any appeal of a decision of the community development director must be filed with the community development department within ten calendar days of the date the decision is rendered by the community development director. The community development department shall set the appeal before the planning commission at the next regularly scheduled planning commission meeting, but in no case less than ten calendar days after the community development director's decision. (Ord. 1273 § 3, 2017; Ord. 1177 § 7, 2013: Ord. 1033 § 2 (part), 2005: Ord. 958 § 2 (part), 2002)