



INCLUSIONARY HOUSING SELECTION FORM – INTAKE

Complete all sections fully

Date: **Today's date**

APPLICANT		
Contact Name:	First name Last name	Work: (xxx) xxx - xxxx
Mailing Address:	Address	Mobile: (xxx) xxx - xxx
		E-mail: xxxxx@xxxx.com

PROJECT INFORMATION	
Street Address:	Address, City, State Zip
Description of Work:	[Should include number of units, if there will be retail space, and any other details of importance]
Type of Permit:	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Additional Units to Existing Structure

Inclusionary Housing requires that all residential buildings proposing 20 or more units provide a percentage of the new units at rents affordable to households at 80% of the area median income (AMI). The City has defined additional regulatory options under the umbrella of this requirement, and all permit applications must include one of these options.

REGULATORY OPTIONS: Identify the Inclusionary Housing regulation option selected for this project.				
Option 1: 80% AMI Units <input type="checkbox"/>	Option 2: 60% AMI Units <input checked="" type="checkbox"/>	Option 3: Build Off-site Units <input type="checkbox"/>	Option 4: Designate Existing Off-site Units <input type="checkbox"/>	Option 6: Fee-in-Lieu <input type="checkbox"/>

If choosing Option 1 or 2, is this property providing more the minimum number of required IH Units? Yes No
If so, please list the total number of affordable units provided and at what AMI level(s) they will be offered at:

RECONFIGURATION

If you are including affordable units onsite, will you be reconfiguring the percentage of affordable units to add units with two or more bedrooms? Yes No NA



City of Portland, Oregon - Bureau of Development Services



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Unit Schedule: Fill out the table below.

Bedroom Type		# of Units	Unit area (Sq Ft)	Total Unit Area (Sq Ft)	Average Area (Sq Ft)	# of Units to be offered at 60% AMI (based on 10%)	Minimum area required per I.H. unit (90% of average Area sq ft)
0 BDRM	A	8	625	5000	595	2	536
	B	12	575	6900			
	C	0	0	0			
	D	0	0	0			
	Total	20		11900			
1 BDRM	A	8	750	6,000	604.7	2	544
	B	3	630	1,890			
	C	8	450	3,600			
	D	0	0	0			
	Total	19		11,490			
2 BDRM	A	2	1200	2,400	947	1	853
	B	4	930	3720			
	C	5	860	4300			
	D	0	0	0			
	Total	11		10420			

Please contact Inclusionary-Housing@PortlandOregon.gov if additional space is needed to list all unit types.

SIGNATURE OF RESPONSIBLE PARTY: (property owner or owner's agent)

I am the property owner, or an authorized agent thereof, and certify that the information provided is accurate. I understand that the Inclusionary Housing option selected affects incentives that are available to the project.

Signature: _____ <small>(A wet signature is required)</small>	<input checked="" type="checkbox"/> Property Owner	Date: MM/DD/YY
Name:	<input type="checkbox"/> Other _____	
Address: Address, City, State Zip	Phone: (xxx) xxx-xxxx	Email: xxxxx@xxxx.com