

Reasonable Accommodation Policy (Zoning/Land Use) Information Sheet

Purpose

The intent of the City's Reasonable Accommodations Policy for Zoning and Land Use is to provide flexibility in the application of zoning laws and other land use regulations, policies and procedures for individuals with a disability, when flexibility is necessary to eliminate barriers to housing opportunities. See San Leandro Administrative Code Article 3 Chapter 5: ([Article 3 Reasonable Accommodation Policy for Zoning and Land Use](#)).

What is a "reasonable accommodation"?

In accordance with federal and state fair housing laws, the City will make reasonable changes to zoning laws and other land use regulations, policies and procedures when necessary to provide individuals with a disability equal access to housing. Examples of reasonable accommodation include:

- Wheelchair ramps located in the setbacks of residential property.
- Exceptions to the height limits to allow a tower for an elevator to enable a person using a wheelchair to access all stories of a house.
- Additional parking spaces close to a unit for someone with mobility issues.
- Covered walkways or canopies added to a property for weather protection during wheelchair access within setbacks.

Who can request reasonable accommodation?

Anyone with a disability, their representative, or an organization can request reasonable accommodation if a zoning law or land use rule creates a barrier to fair housing. A disability includes physical or mental conditions that limit or seriously limit major life activities, as well as people who are seen as having, or have a history of, such conditions. This rule applies to anyone legally defined as disabled under the law.

How to apply for reasonable accommodation?

To apply for a reasonable accommodation, complete the Reasonable Accommodation Application Form and submit it to the Planning Department. You can email the completed form to planner@sanleandro.org, drop it off in person, or mail it to:

City of San Leandro – Planning Division

835 East 14th Street

San Leandro, CA 94577

Please make sure to address your submission to the Planning Division.

What criteria will be used to evaluate a reasonable accommodation request?

The City of San Leandro will approve or deny reasonable accommodation requests based on consideration of the following factors:

- Whether the housing will be used by an individual with a disability.
- Whether the request is necessary to make specific housing available to an individual with a disability.
- Whether the request would impose an undue financial or administrative burden on the City.
- Whether the request would require a fundamental alteration in the nature of a City program or law, including but not limited to land use and zoning.

Additional questions?

Contact the San Leandro Planning Division at planner@sanleandro.org or (510) 577-3325

Reasonable Accommodation Request (Zoning/Land Use) Application Form

835 East 14th Street, San Leandro, CA

Email planner@sanleandro.org • Leave a Message (510)577-3325

Please complete this form and submit to the Planning Division

APPLICANT		OFFICIAL USE ONLY	
Full Name		Received by	
Email			
Phone		Date	
Mailing Address			
Applicant Representative Information (If applicable)		Staff Comments	
Full Name			
Email			
Phone			
Mailing Address			
PROPERTY OWNER OR AUTHORIZED AGENT			
Full Name			
Email			
Phone			
Mailing Address			
LOCATION			
Project Site Address			
Current Use			
WRITTEN NARRATIVE (attach as a separate document)			
☐ Description of the requested accommodation and the zoning code provision, regulation or policy from which reasonable accommodation is being requested.			
☐ Basis for the claim that the individual is considered disabled under the Federal Fair Housing Act and the California Fair Employment and Housing Act.			
☐ Explanation why the reasonable accommodation may be necessary for the individual(s) with the disability to use and enjoy the dwelling.			
Notes: 1. Any confidential information provided by an applicant shall be retained in a manner so as to respect the privacy rights of the applicant and shall not be made available for public inspection. 2. If necessary to reach a determination on the request for reasonable accommodation, the City may request further information from the applicant consistent with fair housing laws.			
SIGNATURES			
I (We) hereby certify under penalty of perjury that I (we) join in said application and that the statements and information contained herein are in all respects true and correct.			
Applicant Signature		Date	
Owner Signature		Date	