



Data Sheet/ Checklist Accessory Dwelling Units & JADUs in Single Family Residences

Property Address:

Owner or Applicant Name:

Zoning:

Average Slope per GIS:

Project Description:

CALCULATIONS	Existing Pre-Project	New Proposed	Total Post-Project
Total Lot Size (square feet)		N/A	N/A
Primary Residential Residence – floor area (sq. ft.)			
Primary Residential Residence – lot coverage (sq. ft.)			
Primary Residential Residence - building height			
Accessory Dwelling Units (ADUs and JADUs)			
Number of Each ADU Type (list for each):			
Conversion only			
New Construction			
Junior ADU			
ADUs– floor area (list square feet for each)			
Conversion only			
New Construction			
Junior ADU			
ADUs– lot coverage (list square feet of each)			
Conversion only			
New Construction			
ADU - Height (list for each)			
Conversion only (height of addition or replacement structure)			
New Construction			
Parking Spaces (number)			

Applicant is requesting special exemptions that can apply to an ADU that is 800 sq ft, at least 4 feet from the property line, and no more than 16 ft tall because project does not comply with certain development standards.

Note: An ADU applying for exemptions may be rented but may NOT be sold separately from the primary dwelling. The Unit may only be utilized for Permanent Residential Activities and **may not be rented for a period less than 30-days.**

This checklist is for Staff use to evaluate your proposed project

Existing Structure Accessory Dwelling Unit (ADU): ADU constructed within an existing living area or accessory structure; or in a new detached structure built in the same location as an existing detached accessory structure			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The ADU is located either: (a) within an existing Single-family Dwelling or detached accessory structure, and involves no expansion of existing building envelope other than up to 150 square feet for purposes of accommodating ADU access and egress only; or (b) is within a new detached accessory structure built in the same location and to the same dimension as an existing detached accessory structure.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The ADU has independent exterior access from the existing primary unit.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The floor area of the ADU contains at least combined living, eating and sleeping room not less than 70 square feet. Any additional habitable rooms are a min of 70 square feet and not less than 7 feet in any direction.
New Construction Accessory Dwelling Unit (ADU): ADU involving either construction of a new structure (other than replacement of an existing structure as indicated in "Existing Structure" explanation above) or an exterior addition of more than 150 square feet to an existing structure			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The attached ADU is located outside the required setbacks of the zone and meets the height limit consistent with the standards for that zone.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The detached ADU does not exceed a maximum height of 16 feet.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	For a detached ADU, the floor area does not exceed 1,200 square feet.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The floor area of attached ADU does not exceed 50% of the primary unit
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The floor area of the ADU contains at least combined living, eating and sleeping room not less than 70 square feet. Any additional habitable rooms are a min of 70 square feet and not less than 7 feet in any direction.
Junior Accessory Dwelling Unit (JADU): JADUs are up to 500 sq. ft., are contained entirely within an existing or proposed single family unit, may include an addition of up to 150 sq. ft. as needed to accommodate ingress/egress.			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The JADU does not exceed 500 square feet in size.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The JADU has independent exterior access and an internal access to the primary residence.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The JADU has access to a private or shared bathroom.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The JADU contains an efficiency kitchen*.
Additional Items to Consider for all ADUs/JADUs:			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The lot with an existing or proposed Single-family Dwelling contains no more than one detached ADU. A <i>detached ADU may be combined on the lot with one JADU meeting the JADU requirements above. However, a detached ADU may not be combined on the lot with an ADU within the interior of the existing or proposed One-Family Dwelling.</i>
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The lot contains no more than one ADU.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	No additional parking is required because the ADU is located within: (i) one-half (½) mile of a public Transit Stop; (ii) an area where on-street parking permits are required but not offered to the ADU occupant; (iii) the ADU is an existing structure, including a garage conversion; or (iv) 1 block of a dedicated car share parking space.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	If parking is required, parking is provided for the ADU according to the regulations in Section 14.18.040 with one exception, tandem parking is permitted
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	Addition to main residence meets the min. setback requirements of the zoning district.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The detached ADU that is either 15 or less ft tall and at least 3 feet from the side or rear lot line OR no more than 16 ft tall and at least 4 ft from the side or rear lot line.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	The maximum lot coverage, rear yard coverage, floor area ratio and other related zoning standards established in the base zoning district are only waived to the extent necessary to allow one attached or detached 800 sq. ft. ADU on the lot that is 16 feet in height with 4-foot side and rear yard setbacks.

*At a minimum, an efficiency kitchen shall include: a sink, stationary cooking appliance, a reasonable size food preparation area and storage cabinets that are of a reasonable size in relation to the size of the JADU.