

Santa Clara County Planning Collaborative ADU Program Update

April 28, 2025





Agenda

- Welcome
- PR + Outreach for ADU Plans Galleries
- ADU Website Updates
- Discussion: Housing Element ADU Programs & Affordability Initiatives
- Presentation: ADU Centers



ADU SCC Website

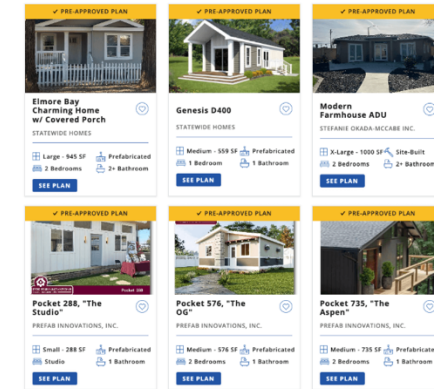
ADU Plans Gallery Webpage

Pre-Approved Plans

FIND YOUR DREAM ADU DESIGN

Save time and money by choosing an existing set of plans and connecting directly with the architect, designer, or company. Plus, some locations have already reviewed plans for building code compliance, saving you even more time in the permitting process!

PLEASE NOTE: All existing ADU designs – even pre-approved plans – require planning for your property and other permit applications. You most likely need to hire a professional to complete this work. Not all designs work on all properties, so ask a professional before purchasing or using a design.



VISIT YOUR LOCAL ADU PLANS GALLERY (IF AVAILABLE)

Many Santa Clara County locations are launching online galleries listing their pre-approved designs. Click on the logos below for currently launched galleries or use this [statewide gallery search page](#).



Sunnyvale

ASK LOCAL STAFF

LOCAL RULES & CONTACTS

As of January 1, 2025, all local governments in California are required to accept ADU plans for pre-approval and keep a list of locally pre-approved plans online so homeowners can get in touch with the designers to purchase or use the plans.

Use our [Local Rules & Contact page](#) to find contact information for your local staff and ask about locally pre-approved plans.

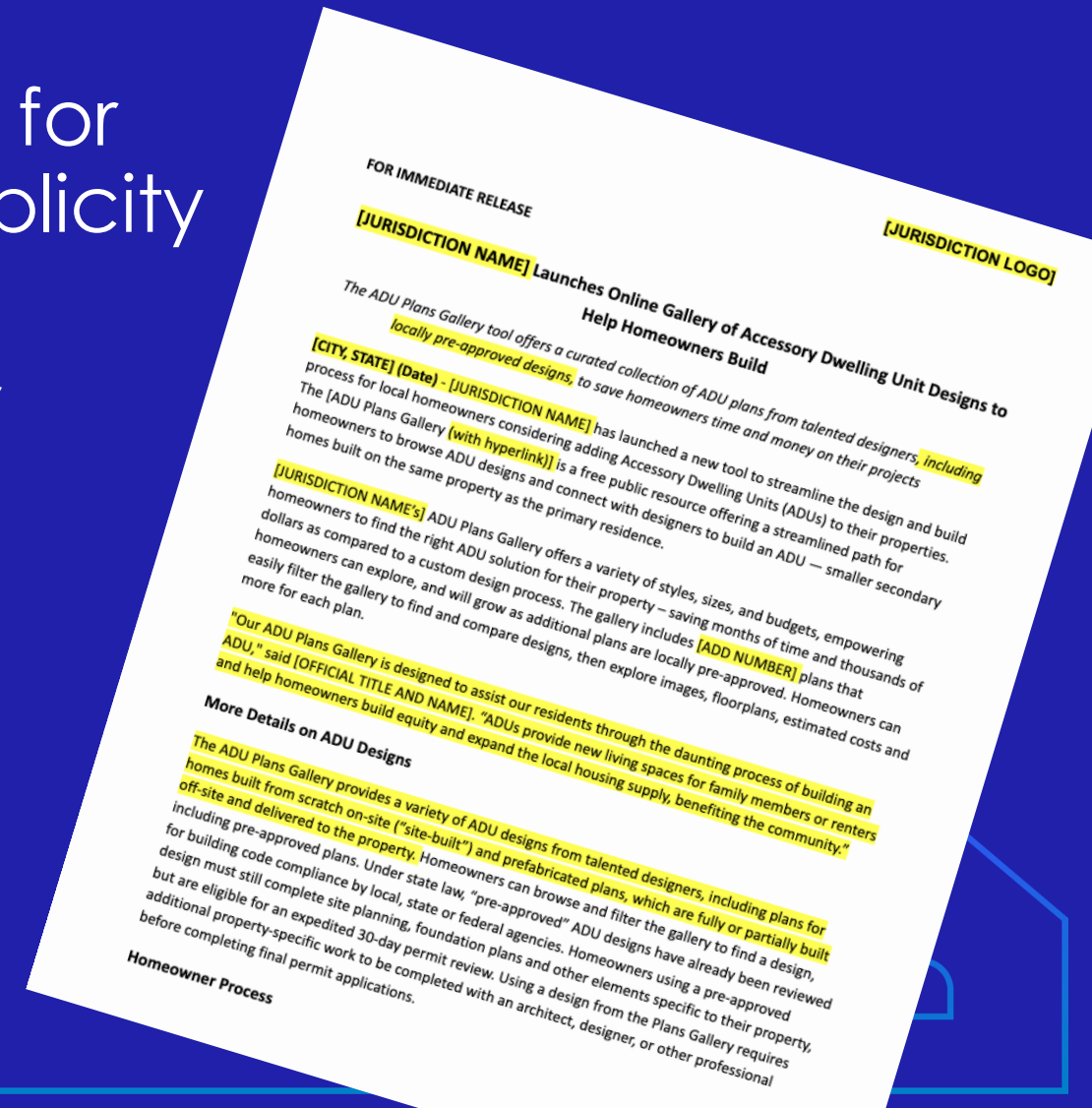
The City of San José offers a selection of pre-approved ADU plans for faster, lower-cost permitting. You will need to contract with a pre-approved vendor and prepare a property-specific site. [Learn more here.](#)

The City of Cupertino also offers pre-approved plans for detached ADUs to speed up permitting. You will need to



PR for ADU Plans Galleries

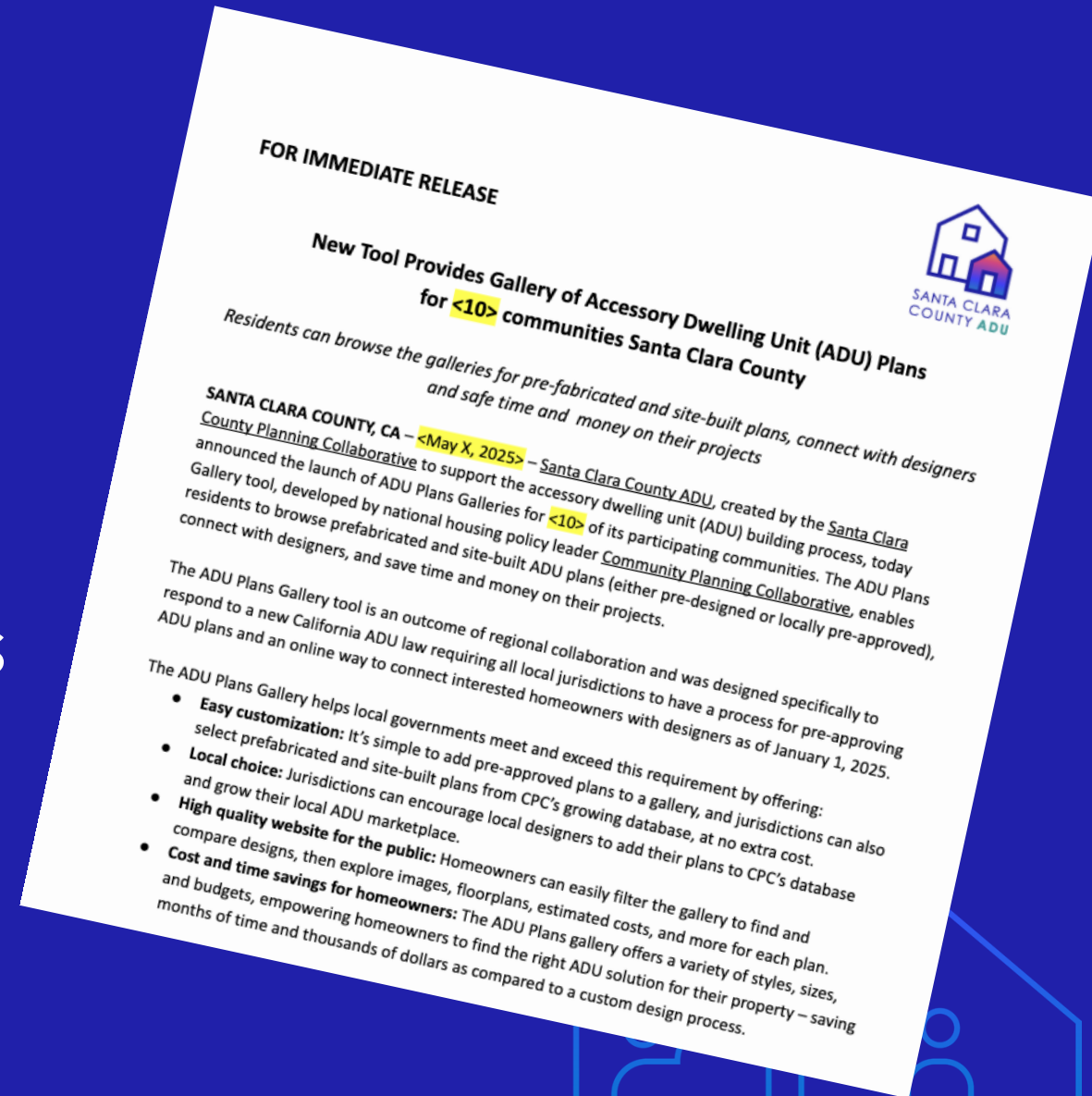
- Housing element commitments for public outreach & program publicity
- Working with Stacey Hartmann, Keeton PR
- Template Press Release for Jurisdictions





ADU SCC Press Release

- What local programs should we highlight? Add notes to the sheet
- Example: Campbell's Express Permit Process in San José Spotlight





ADU PR Next Steps

- Connect Stacey with your Public Information Officer
- Share notes on local media outreach goals
- Add local papers to the media list
- Want assistance with the template press release? Reach out to Stacey



ADU SCC Website

Updates to Local Rules

Local ADU Rules & Contact Information

SELECT YOUR CITY FOR IMPORTANT DETAILS

How do local ADU rules work? Cities and unincorporated Santa Clara County each have their own specific ordinances that govern ADUs. These local rules must adhere to the California statewide standards. Keep in mind that if you don't live inside the city limits of an incorporated city, then your jurisdiction is Santa Clara County.

IMPORTANT: Confirm all details with local staff while planning your ADU.

Select your city to see local ADU rules for where you live.

LOS ALTOS HILLS ▼

Los Altos Hills ADU Rules + Contacts

View or download the [ADU Guidebook](#) for more information about the ADU process.

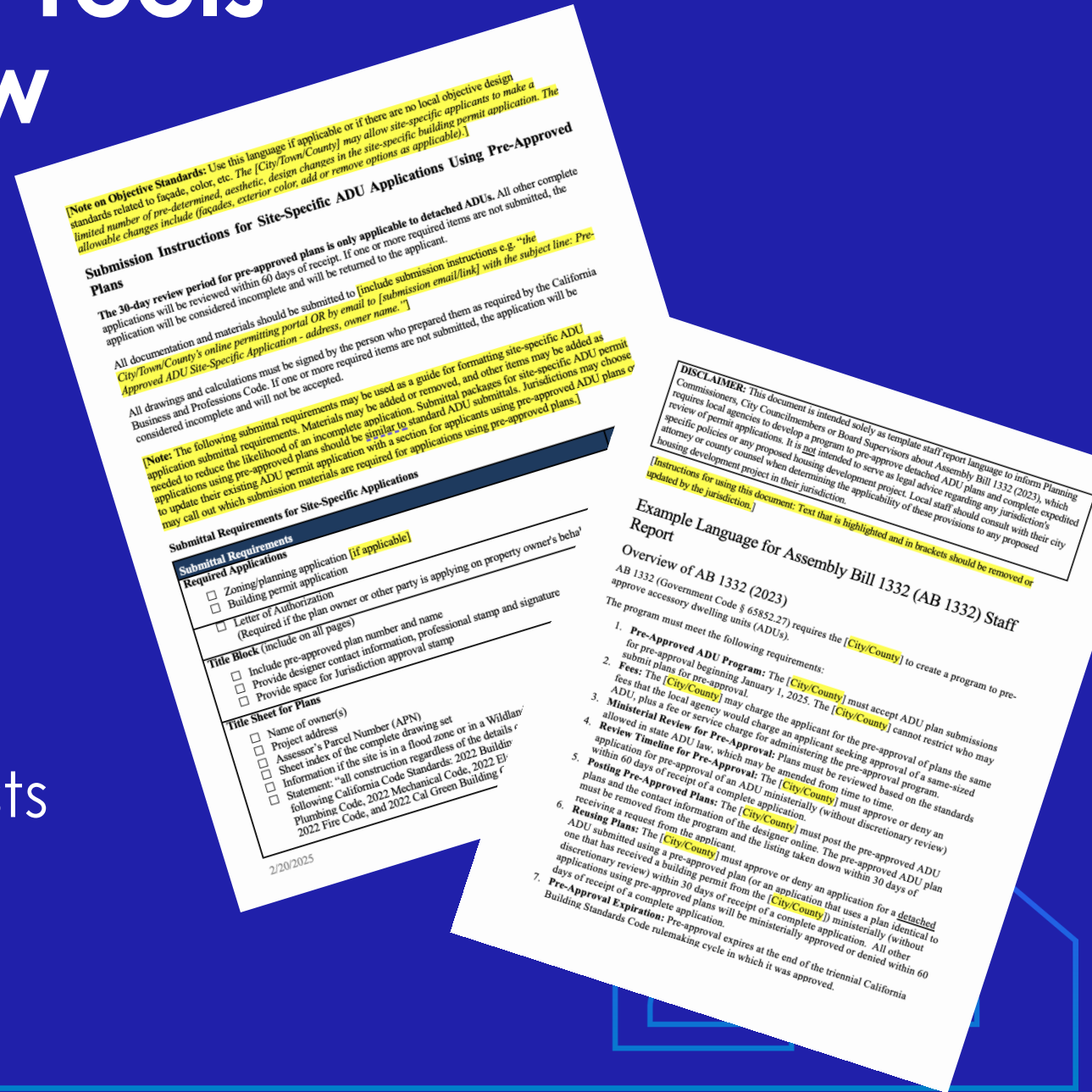
General Info + Contacts	
ADU Contact	Phone: (650) 947-2544 Planning Division email: planning@losaltoshills.ca.gov
ADU Website	https://www.losaltoshills.ca.gov/494/Accessory-Dwelling-Units
Planning Department	Email: planning@losaltoshills.ca.gov Website: https://www.losaltoshills.ca.gov/178/Planning-Department
Building Department	Email: building@losaltoshills.ca.gov Website: https://www.losaltoshills.ca.gov/292/Building-Department
School District	<ul style="list-style-type: none">Los Altos School District Impact Fees https://www.lasdschools.org/District/Department/147-Business-ServicesMountain View Los Altos Union High School District Impact Fees www.mvla.netPalo Alto Unified School District School Impact Fees www.pausd.org
Utilities: Electricity & Gas	PG&E https://www.pge.com/en_US/small-medium-business/building-and-property/building-and-maintenance/building-and-renovation.page
Utilities: Water & Sewer	<ul style="list-style-type: none">Valley Water, Purissima Hills Water District, California Water Service Company https://www.valleywater.org/accordion/los-altos-hillsPublic Sewer/Private Sewer Connection - Los Altos Hills Public Works Department http://www.losaltoshills.ca.gov/197/Public-Works-EngineeringPrivate Septic System https://ehinfo.sccgov.org/home
Utilities: Trash and Recycling	GreenWaste https://www.greenwaste.com/los-altos-hills/
County Departments	<ul style="list-style-type: none">Santa Clara County Office of the Clerk-Recorder



Regional ADU Tools Available Now

AB 1332 Pre-Approved Plans

- Overview & Implementation Checklists for Staff
- Template Staff Report & Slide Deck
- Template Application Checklists for plan pre-approval, site-specific permits





Regional ADU Tools Coming Soon

- ADU Laws Summary
- ADU Mini-Guide for Homeowners (public info template)
- ADU Public Info Toolkit: handouts, meeting materials, etc.





Regional ADU Tools Coming Soon

- Template ADU Amnesty Checklist for Homeowners
- Staff Implementation Guides for:
 - ADU Amnesty
 - ADU Affordability
 - ADU Condoization
 - ADU Best Practices



Discussion

- Who's working on ADU Affordability programs?
- Who's committed to Affordability programs in your Housing Element?
- What are your current ADU priorities?
- Other ADU HE commitments?



San Mateo County ADU Center + Options for SCC

Josh Abrams, 21 Elements Lead

Anna Alekseyeva, SMC ADU Resource Center Director





ADU Resource Center
SAN MATEO COUNTY

ADU Resource Centers Overview

Anna Alekseyeva
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ADU Resource Center

*Drive housing production
and infill development
across the county by serving
as a one-stop-shop to help
get ADUs built*



ADU Resource Center
SAN MATEO COUNTY



Why an ADU Center?

Work with **jurisdictions** to meet their ADU policy goals

Jurisdictions are in the midst of an unprecedented housing crisis. They need more ADUs to meet their RHNA, yet have limited bandwidth to manage new programs. HCD is taking a stronger stance on ADU compliance.

Provide **homeowners** with resources to navigate the development process

Homeowners want ADUs, yet don't have the knowledge and resources to navigate the complex jurisdiction-specific development process.

ADU Resource Center's Services

For jurisdictions

Service	Description
HCD Compliance & Housing Element support	<ul style="list-style-type: none">• Support jurisdictions in meeting commitments made in Housing Elements• TA, trainings and updates on changing state laws• Compliance with HCD – share HCD interpretations, ask questions on behalf of jurisdictions
ADU ordinances	<ul style="list-style-type: none">• Support with ADU ordinance updates• Ordinance / standards database with information about each jurisdiction's rules
ADU process improvements	<ul style="list-style-type: none">• Assistance in improving permitting and public outreach processes, as requested
Opt-in programs & best practices	<ul style="list-style-type: none">• ADU legalization, condoization TA
ADU affordability monitoring	<ul style="list-style-type: none">• Assistance with annual affordability monitoring, as requested• Affordable ADU programs

ADU Resource Center's Services

For homeowners



Service	Description
Answers to homeowner questions, ADU consults	<ul style="list-style-type: none">• Providing feasibility consult services for homeowners• Help Line to troubleshoot ADU challenges• Answering homeowner questions
Webinars & events	<ul style="list-style-type: none">• Deep dives into specific topics (e.g. design, financing)• City-specific webinars, as requested• County-wide and city-specific event
Affordable ADU program	<ul style="list-style-type: none">• Managing development and launch of affordable ADU program to incentivize construction of affordable ADUs + support lower income homeowners in building ADUs
Plans Gallery & Calculator	<ul style="list-style-type: none">• Access to pre-approved Plans Gallery + Calculator (free with membership)
Educational materials & website	<ul style="list-style-type: none">• Maintain off-the-shelf resources specific to localities, including website, 70+ page ADU guidebook, process guides, local rules, ADU stories

ADU Center's value proposition

- ❖ *Saving jurisdiction staff time with collated homeowner resources*
- ❖ *Answering questions before they get to jurisdictions*
- ❖ *Helping jurisdictions stay in compliance with HCD and up-to-date on state law*
- ❖ *Supporting ADU ecosystem to get more ADUs built*

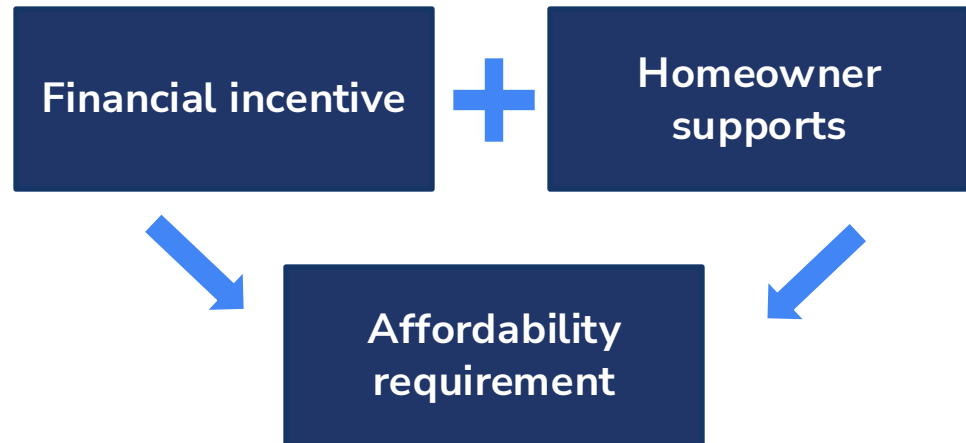
Affordable ADU program

Context

- Affordable ADU programs have been piloted across CA and in cities across the country to encourage the utilization of ADUs as affordable rentals or to support lower income homeowners
- 11 jurisdictions have affordable ADU policy commitments in their Housing Elements

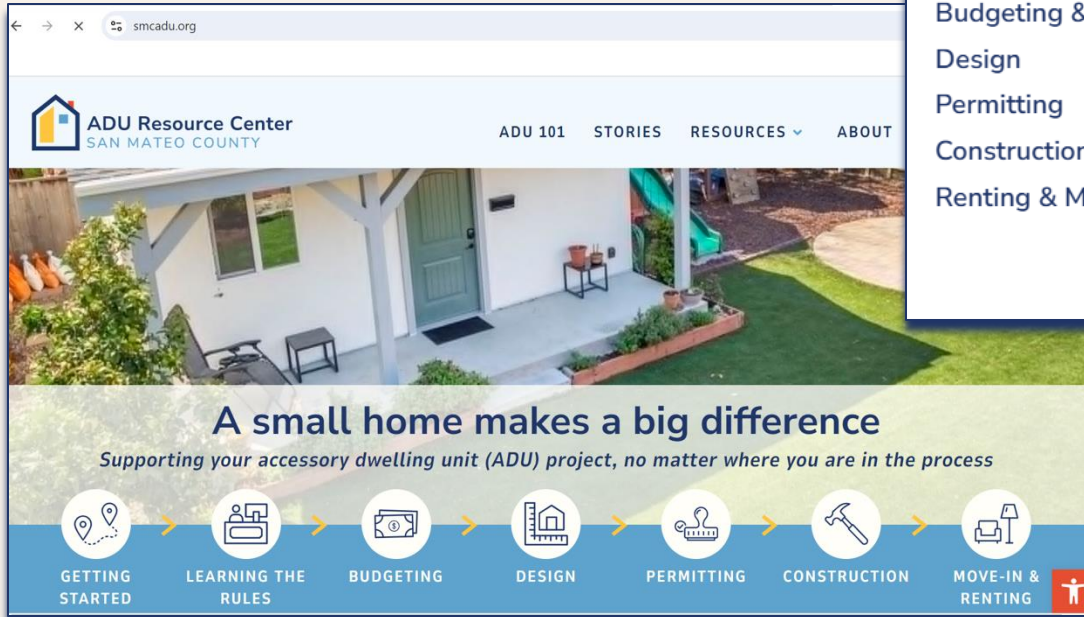
Typical components of an affordable ADU program

Incentivize homeowners to build and rent their ADUs at below market rates



Website includes suite of free resources:

www.smcadu.org



ADU PROCESS

- Getting Started
- Learning the Rules
- Budgeting & Finance
- Design
- Permitting
- Construction
- Renting & Move-in

RESOURCES

- Calculator
- FAQs
- Floorplans Inspiration
- Glossary
- Guidebook + Exercises
- Local ADU Rules
- Process-at-a-Glance
- Pre-Designed Plans

SUPPORT

- ADU 101
- ADU Stories
- Contact
- About

ADU Calculator

My ADU Features



Structure



Construction



Rents



Finances

☒ Use Default Construction Costs

The construction assumptions have been pre-populated below based on city/county averages. Uncheck to enter your own construction costs.

Site Condition / Construction Difficulty



Typical

Leveled site without geologic, water, or vehicle access issues



Some Challenges

Minor slopes or geologic issues that require excavation or grading before construction.



Difficult

Steep slopes or geologic features that require excavation or grading before construction or issues with water or vehicle access

Quality Construction

Low Cost

Budget-friendly, including entry level appliances, cabinets, countertops, and carpet.

Standard

Higher quality than low cost, including stainless steel appliances, solid countertop, and a mix of carpet and hardwood or tile.

My ADU Results



Costs



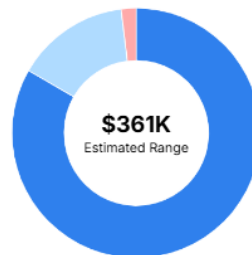
Value



Projections

Development Costs

\$325K - \$397K



- Hard Costs cover constructing your ADU, like labor and materials. **\$300,475**
- Soft Costs cover professional services, like hiring architects. **\$53,025**
- Local Government Fees may include permit, impact and utility fees. **\$7,070**

*Parks Impact Fee: Over 750 sq ft: ADU Size/ Primary Unit x SFH Rate SFH Rate = \$47,414.00 Parks Impact Fee Example: 800 sq ft ADU / 3,000 sq ft Primary Unit = 0.26 x \$47,414 = \$12,327.64

Monthly Rent

\$2,200

Estimated Range \$1,900 - \$2,400

Monthly Expenses

\$1,500 - \$1,800

FREE
ADU FAIR
OF SAN MATEO COUNTY

Saturday, May 10
10am - 12pm
Twin Pines Senior & Community
Center

- Meet vendors & industry pros
- Info sessions
- Tour real ADUs

REGISTER



ADU Resource Center
SAN MATEO COUNTY

Structure & operations



Members

- 17 member jurisdictions across 1 county

- 14 member jurisdictions across 3 counties (Napa County pays fee for all Napa cities)

Years in operation

- 8 mo's (launched 2024)

- 5 (launched 2020)

Budget

- ~\$600K (Yr 1)
- \$450-480K (Yr 2)

- \$450K (Yr 4+)

Staffing

- 1 FTE (Director)
- Contractor (homeowner services)

- 1.75 FTEs (Director + homeowner services)

Cost & budget

Cost overview

- ~\$400K to launch stand-alone Center
- Both ADU Centers launched with some philanthropic start-up funding to help off-set launch costs
- Costs would be lower with shared / regional Center model
- San Mateo County jurisdictions pay ~\$30K-40K annually
- Cost per jurisdiction based on population or # ADUs in RHNA

Illustrative budget break-down

Expense	Budget break-down	Description
Staffing	50%	<ul style="list-style-type: none">• 1.75 FTEs / 1 FTE + contractors
Consultants	25%	<ul style="list-style-type: none">• CPC support for launch (website, guidebook, etc.)
Professional & admin	25%	<ul style="list-style-type: none">• Legal, tech, finance, etc.• Product costs (e.g. Plans Gallery, Calculator)

Governance

- ADU Resource Center has Steering Committee comprising 7 member jurisdictions
- Committee meets monthly
- Guides Center's strategic direction, programming and provides feedback on operations and products

Questions?

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