



Phone: (707) 938-3681 Fax: (707) 938-8775 E-mail: cityhall@sonomacity.org Web: www.sonomacity.org

NAME OF PROPERTY OWNER: _____

PHONE NUMBER: _____

MAILING ADDRESS: _____

PROPERTY ADDRESS: _____

E-MAIL ADDRESS: _____

BUILDING PERMIT NUMBER FOR ADU OR JADU: _____

REIMBURSEMENT AMOUNT REQUESTED (Attach Receipts - \$5,000 Max): \$ _____

CONDITIONS OF FEE REIMBURSEMENT

1. The program is administered in the form of reimbursement for fees that have been paid by the property owner in the following categories: building permit and building plan check fees paid to the City of Sonoma, water connection fees paid to the City of Sonoma, sewer connection fees paid to Sonoma County, and school impact fees paid to the Sonoma Valley Unified School District. See below for the applicability of these fees to different types of Accessory Dwelling Units (ADUs).
2. Reimbursement for fees is limited to a single Accessory Dwelling Unit per legal lot of record in conjunction with an existing single-family residence where the ADU is not part of an approved subdivision development plan. The reimbursement amount shall not exceed \$5,000 per ADU.
3. Accessory Dwelling Units and Junior Accessory Dwelling Units (JADU) (see below for definitions) constructed after adoption of the fee program (November 20, 2017) are eligible for fee reimbursement. The ADU or JADU must be located within the City of Sonoma.
4. Only properties without any active abatement actions are eligible for the reimbursement program.
5. The program will end when allocated funds are fully utilized or by December 31, 2018, unless extended by the City Council.
6. Application may be submitted once a Certificate of Occupancy is received. To apply, attach receipts for payment of eligible fees to this form and submit to the City Planning Department. Please allow 30 days for processing.
7. The applicant acknowledges all regulations of the City of Sonoma relating to ADUs, including that the owner of the property shall reside on the property in either the main or accessory dwelling unit (upon construction). Accessory dwelling units, junior accessory dwelling units, or efficiency dwelling units may be rented for periods of 30 days or more. The rental of an accessory unit for periods of less than 30 days is prohibited.

Signature of Property Owner: _____ Date: _____

For City Use:

Planning Dept. Approval By: _____ Date: _____

Building Dept. Approval By: _____ Date: _____

Reimbursement Mailed By: _____ Date: _____

Authorized Reimbursement Amount: \$ _____ Acct: 100-43040-459-60459

AUTHORITY

- This reimbursement program has been developed pursuant to City Council Resolution 62-2017.

APPLICABILITY OF FEES TO ACCESSORY DWELLING UNITS

- Building Permit Fees. Permit application fees can vary depending upon the nature of the proposed project. Prior to issuance of the building permit for a dwelling unit, building permit fees, school impact fees, sewer fees, and water fees may need to be paid. To obtain a rough estimate of building permit fees, contact the City building department and provide all requested project information.
- School Impact Fees. School Impact Fees apply to dwelling units where newly created habitable space exceeds 500 square feet in area. Contact the Sonoma Valley Unified School District for more information.
- Sewer Fees. Sewer connection and capacity fees do not apply to attached accessory dwelling units, junior accessory dwelling units, or attached efficiency dwelling units. Separate sewer utility connections and sewer connection, capacity and inspection fees may apply to detached accessory dwelling units or detached efficiency dwelling units (CA Health & Safety Code 65852.2(g)(2)(B)). ESD's for accessory dwelling units and efficiency dwelling units must be calculated by Sonoma County Permit and Resource Management Department (PRMD) prior to issuance of a building permit. Contact Sonoma County PRMD at (707) 565-1900 or PermitSonoma@sonoma-county.org for more information regarding sewer fees and connections.
- Water Fees. Water capacity fees do not apply to attached accessory dwelling units, junior accessory dwelling units or attached efficiency dwelling units. Water capacity fees apply to detached accessory dwelling units or detached efficiency dwelling units (CA Health & Safety Code 65852.2(g)(2)(B)). Water connection fees apply if a new water service is needed due to an inadequately sized existing water service. Contact the City of Sonoma Water Department for more information regarding water fees.

DEFINITIONS:

- An **accessory dwelling unit** (ADU) is an attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons, and includes separate permanent provisions for entry, living, sleeping, eating, cooking, and sanitation on the same parcel as a single-family dwelling. An accessory dwelling unit may also be provided as an efficiency dwelling unit and/or a manufactured home. (SMC 19.92.020.A)
- A **junior accessory dwelling unit** (JADU) is a living space not exceeding 500 sq. ft. in size and contained entirely within an existing single-family dwelling. A junior accessory dwelling unit shall include an efficiency kitchen, and may include separate sanitation facilities or share sanitation facilities with the existing structure. (SMC 19.92.020.A)
- **“Efficiency dwelling unit”** means a small, self-contained dwelling unit (occupied by no more than two persons⁽¹⁾) containing a (only one¹) habitable room of not less than 150 square feet of floor area and a minimum horizontal dimension of seven feet. Bathrooms, toilet rooms, closets, halls, storage or utility spaces and similar areas are not considered habitable rooms [*The City Planning Department considers “a small, self-contained dwelling unit” to be a dwelling unit not exceeding 850 square feet in floor area.*]
- **“Dwelling unit” defined.** “Dwelling,” “dwelling unit,” or “housing unit” means a room or group of internally connected rooms that have sleeping, cooking, eating, and sanitation facilities, but not more than one kitchen, which constitute an independent housekeeping unit, occupied by or intended for one household on a long-term basis. (SMC 19.92.020.D)