



**Planning Division**

Supplemental Worksheet for  
Accessory Dwelling Unit (ADU)

Unit Address: \_\_\_\_\_

Address of primary dwelling on lot: \_\_\_\_\_

The ADU is accessory to a: Detached single-family dwelling  Townhouse

If townhouse, does the townhouse lot meet the minimum lot size for detached single-family in the zone? Yes  No

The proposed ADU is:

- A conversion of portion of existing dwelling or attached garage, no addition
- A conversion of all or portion of existing non-residential structure detached from the primary dwelling
- Partially or wholly in an addition to an existing dwelling (attached ADU)
- A new, detached freestanding structure on a lot with an existing dwelling
- Integrated with/attached to a new primary dwelling unit being permitted concurrently
- A new, detached freestanding structure proposed concurrently with a new primary dwelling

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**General ADU Standards: See WC 4.113 (.10) B. 2.**

Floor area (max. 800 square feet except max. 600 square feet in Old Town Overlay Zone): \_\_\_\_\_

The ADU has each of the following independent from the primary dwelling:

Sleeping area: Yes  No

Eating area: Yes  No

Cooking facilities: Yes  No

Bathing and sanitation facilities: Yes  No

Secure entrance: Yes  No

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**ADU Design Standards: See WC 4.113 (.10) B. 5 and WC 4.123 (.06) B. 2.**

For all zones except Old Town Residential (OTR) Zones:

Roof Pitch (min. 4:12, max 12:12, no flat roofs): \_\_\_\_\_:\_\_\_\_\_

Roof and siding material match one or more of the following (check all that apply). For the purpose of this standard fiber cement siding made to appear like wood, stucco, or masonry may be used to match wood, stucco, or masonry respectively.

- The primary dwelling on the same lot
- A primary dwelling on an immediately adjacent lot
- A primary dwelling within the same subdivision
- ADU integrated with/attached to primary dwelling and shares same materials

List materials used: \_\_\_\_\_

For Old Town Residential (OTR) Zone:

Does the ADU have substantially the same exterior design and architecture of the primary dwelling (i.e. siding, windows, color, roof pitch, doors, and roofing materials)? Yes  No

Explain: \_\_\_\_\_  
\_\_\_\_\_

Is the ADU either:

- A single-story detached structure (required if primary structure is one story)
- Over a detached garage meeting the following standards for the garage/ADU structure (option only if primary dwelling is 1.5 or 2 stories tall):

Number of stories (max. 1.5): \_\_\_\_\_ Height (max. 20 feet): \_\_\_\_\_

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

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**Additional Staff Notes/Comments:**

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