



# #22 ACCESSORY DWELLING UNIT (ADU) AND ACCESSORY LIVING QUARTERS (ALQ)

## Overview

Accessory Dwelling Units (ADU) and Accessory Living Quarters (ALQ) are intended to increase the supply of affordable and independent housing for a variety of households, increase home and personal security, provide supplemental earnings, and increase urban residential densities. ADUs and ALQs are located in the residential zones.



## Accessory Dwelling Unit (ADU)

### Definition

An Accessory Dwelling Unit is a home that is located on the same lot, and under the same ownership as, and is detached from, an owner-occupied single-family dwelling. It is intended for use as a complete, independent living facility. It does not substantially alter the single-family character, harmony and appearance of the lot or its conformity with the character of the neighborhood.

An ADU is defined as a separate living quarters detached from the primary residence. No mobile home or recreational vehicle shall be considered an accessory dwelling unit. This definition excludes guest houses. [KCC 17.110.020 Accessory Dwelling Unit (ADU) (Ord. 367 (2006) § 5 (part), 2006: Ord. 216 (1998) § 4 (part), 1998)]

### Application

The owner occupant will need to apply for a Building Permit for an ADU with Kitsap County DCD. A complete application form must demonstrate that all general requirements are met.

## General Requirements

### Location

- Must be within an urban growth boundary or is subject to a Conditional Use Permit in those areas outside an urban growth boundary
- It is subject to a conditional use permit in those areas outside an urban growth boundary
- Only one ADU shall be allowed per lot

- The ADU shall be located within 150 feet of the primary residence or shall be the conversion of an existing detached structure (i.e., garage)
- Owner of the property must reside in either the primary residence or the ADU
- An ADU shall use the same side street entrance as the primary residence and shall provide additional off-street parking
- An ADU is not permitted on the same lot where an accessory living quarters exists

### Building

- The ADU shall not exceed 50% of the square footage of the habitable area of primary residence or 900 square feet, whichever is smaller
- The ADU shall be designed to maintain the appearance of the primary residence
- No mobile homes or recreational vehicles shall be allowed as an ADU

### Design

- All setback requirements for the zone in which the ADU is located shall apply
- The ADU shall meet applicable health district standards for water and sewage disposal

## Accessory Living Quarters (ALQ)

### Definition

An Accessory Living Quarter is a dwelling that is in the same dwelling and under the same ownership as a single-family dwelling unit. It is intended for use as a complete, independent living facility. It does not substantially alter the single-family character, harmony and appearance of the dwelling or its conformity with the character of the neighborhood.

An **ALQ** is defined as a separate living quarters contained within the primary residence.

[KCC 17.110.025 Accessory Living Quarters (ALQ) (Ord. 367 (2006) § 5 (part), 2006: Ord. 216 (1998) § 4 (part), 1998)]

### Application

The owner/occupant must apply for a Building Permit for an ALQ. A complete application form must demonstrate that all general requirements are met.

### General Requirements

#### Location

- Must be located within an owner-occupied primary residence
- Must provide additional off-street parking with no additional street side entrance
- Are not allowed where an accessory dwelling unit exists

#### Building

- Limited in size to no greater than fifty percent of the habitable area of the primary residence
- Only one ALQ shall be allowed per lot
- ALQs are subject to applicable health district standards for water and sewage disposal.

## How do I get an ADU or ALQ Permit?

You will need a building permit for new construction or for a remodel for an existing structure.

The following is required for submittal:

- Approved Conditional Use Permit (CUP), when required, then you may start the building permit process, as follows:
  - A completed Building Permit Application.
  - Permit application fee.
  - A Site Development Plan: site plan, using the Universal Site Plan requirements as explained in Brochure #45 and has been reviewed and approved by the Health District.
  - A floorplan drawn to scale, which clearly delineates both units to verify compliance with square footage requirements.
  - Building elevations for a new structure, or if external alterations are proposed for an existing structure.
  - Since an ADU or ALQ is creating a new residence, payment of impact fees will be required
  - Documentation that the water supply is potable and of adequate flow, and that the sewage or septic system is capable of handling the additional demand that would be placed upon it by the ADU or ALQ.