



BROCHURE # 44

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

Application

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

General Requirements

Location

- An ADU must be within an urban growth boundary
 - If it is not, it is subject to a Conditional Use Permit in the areas outside an urban growth boundary
- One ADU is allowed per lot
- The ADU must be located within 150 ft. of the primary residence or be the conversion of an existing detached structure (i.e., garage)

- The owner of the property must reside in either the primary residence or the ADU
- An ADU must use the same side street entrance as the primary residence and provide additional off-street parking
- An ADU is not permitted on the same lot where an Accessory Living Quarter (ALQ) exists

Building

- The ADU cannot exceed 50% of the square footage of the habitable area of primary residence or 900 square feet, whichever is smaller
- The ADU must be designed to maintain the appearance of the primary residence
- No mobile homes or recreational vehicles are 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)

Application

The owner/occupant must apply for a Building Permit for an ALQ. A complete application form must demonstrate that all general requirements have been 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
- ALQ's are not allowed where an Accessory Dwelling Unit exists

Building

- Limited in size to no greater than 50% of the habitable area of the primary residence
- One ALQ is allowed per lot
- ALQs are subject to 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:

- If a Conditional Use Permit (CUP) is required it must be approved before starting the Building Permit Process
- Building Permit Process:
 - A completed Building Permit Application
 - Permit application fee
 - A Site Development Plan: site plan, using the Universal Site Plan requirements that is explained in Brochure #45 and has been reviewed and approved by the Health District
 - A floorplan drawn to scale, which clearly shows 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 placed upon it by the ADU or ALQ.