



## CITY OF CARPINTERIA COMMUNITY DEVELOPMENT DEPARTMENT

5775 Carpinteria Avenue, Carpinteria, CA 93013  
(805) 684-5405 | CarpinteriaCA.gov

# ACCESSORY DWELLING UNITS (ADU) AND JUNIOR ACCESSORY DWELLING UNITS (JADU) GUIDE

## QUESTIONS?

Additional information regarding ADU and JADU permit processes is available at City Hall or by calling (805) 684-5405

## WHAT IS AN ACCESSORY DWELLING UNIT?

An Accessory Dwelling Unit (ADU) is a residential unit that provides independent living facilities for one or more persons on a site with a primary residential unit. The ADU may be attached or detached from the primary residence or can be created by converting the existing floor area of a primary residence, or by converting a garage or other accessory building.

## WHAT IS A JUNIOR ACCESSORY DWELLING UNIT?

A Junior Accessory Dwelling Unit (JADU) is a residential unit that is contained within an existing or proposed single-family dwelling, on a property that is owner-occupied. JADUs are limited to 500 square feet in size, require a separate exterior entry and efficiency kitchen, and may share a bathroom with the primary residence or include their own bathroom.

## WHAT IS A STANDARD OR SPECIAL ADU?

Depending on the size, number of units, and configuration, an ADU must fall into one of two categories:

- **Standard Accessory Dwelling Unit.** These are typically larger ADUs with standard size, height, and setback standards described in the table on page 4.
- **Special Accessory Dwelling Unit.** These are specific types of smaller ADUs and JADUs with certain size, height, and setback standards described in the table on page 4. Special ADUs allow for more than one unit on a lot.

## CAN I BUILD AN ADU ON MY PROPERTY?

An ADU is **allowed** on legal lots developed with an existing or proposed primary residence, in a zoning district that allows residential uses. This includes mixed-use properties (both residential and commercial uses on the same lot), or lots that include the Residential Overlay (both commercial and industrial lots may be eligible), even if such zoned lots contain existing development that may be non-conforming to current zoning regulations.

An ADU is **not allowed** on a property that does not permit residential uses or on a vacant lot without an existing or proposed (to be developed concurrently with the ADU) primary residential unit. Zoning districts that do not allow residential uses are: M-CD Coastal Industry District, CF Community Facility District, UT Public Utilities District, and REC Recreation District.

## WHAT IS THE PROCESS TO PERMIT AN ADU?

According to State law, the City must provide an expedited approval process for ADUs that includes only ministerial review. This means that if you design your ADU to comply with all the zoning standards and architectural review criteria listed in the Zoning Ordinance, and are located outside the ADU-Beach Neighborhood District Overlay and/or an Environmentally Sensitive Habitat Area (ESHA), your project may be approved by the City without going through the discretionary design review process or other public hearings. For all permit processes identified below, the City invites applicants to talk with staff for questions about the ADU and JADU application and permit process.

- **Coastal Development Permits.** If a Coastal Development Permit is required, you must complete the planning approval process prior to submitting a building permit application for an ADU project.
- **Building Permit Applications.** If an application is for a JADU that is not located in the ADU Beach Neighborhood District Overlay and/or in an Environmentally Sensitive Habitat Area (ESHA), the JADU may be permitted by submitting an application to the Building & Safety Division and going through building permit review.
- **Modification Requests.** Property owners have the *option* to submit a planning application for modifications (e.g., increased height, lesser setback, or enlarged size, etc.) to the ADU development standards, as applicable. A waiver of the sixty-day review period may be required as part of permit review. As with all discretionary processes, planning review must be completed by the Planning Division prior to submitting a building permit application for an ADU project.

## WHAT TO SUBMIT

Once you are ready to submit an ADU application, complete a Development Permit application for a Coastal Development Permit and an ADU/JADU Building Permit Application, as applicable. Applications are accepted at the Community Development Department (City Hall). All forms must be completed and signed by the property owner. The application must be accompanied by all supporting materials (cash or check for application fee(s), plan sets, photographs, soils reports, Intent to Serve letters, etc.) or it will be rejected.

## WHAT IS A STANDARD ADU OR A SPECIAL ADU?



### Standard ADU

- ✓ May be attached to, or located within, the proposed or existing primary unit, including attached garages and storage areas, or a detached accessory structure
- ✓ 850 to 1,000 sq. ft., if detached
- ✓ Maximum 50% of existing primary unit floor area, if attached
- ✓ Height must match existing unit height, up to 30-foot maximum



### Special ADU

- ✓ One or more may be allowed per lot
- ✓ Must be a new detached unit or conversion of existing floor area
- ✓ Maximum 800 sq. ft., if detached
- ✓ Maximum height is 16 feet
- ✓ Four-foot minimum side- and rear-yard setbacks

# WHAT ZONING RULES APPLY TO AN ADU?

This table highlights zoning standards for ADUs and JADUs found in Carpinteria Municipal Code §14.72. Numbers in parentheses like this: (1) refer to additional regulations in the Zoning Ordinance that may apply to ADUs and JADUs and are further described at the end of the table.

REQUIREMENTS	STANDARD ADU	SPECIAL ADU
<b>ZONING DESIGNATION</b> ADU/JADU	Eligible in zones that allow residential uses <ul style="list-style-type: none"> <li>ADU: Located on a lot developed or proposed to be developed with one or more residential units</li> <li>JADU: Located on a lot developed or proposed to be developed with a single-family residence</li> </ul>	
<b>MAXIMUM FLOOR AREA</b> ATTACHED ADU	<ul style="list-style-type: none"> <li>50% of the existing livable floor area of the primary unit</li> <li>See also (1) FAR, below</li> </ul>	Additions to buildings not allowed
<b>MAXIMUM FLOOR AREA</b> DETACHED ADU	<ul style="list-style-type: none"> <li>Limited by Lot Size:                             <ul style="list-style-type: none"> <li>Lots developed with 1-BR or studio units = 850 sq. ft.</li> <li>Lots developed with 2+ BR units = 1,000 sq. ft.</li> </ul> </li> <li>See also (1) FAR, below</li> <li>See also (2) Accessory Bldgs.</li> </ul>	800 sq. ft.
<b>MAXIMUM FLOOR AREA</b> CONVERTED ADU	No maximum size if incorporated entirely within existing floor area	
<b>MAXIMUM FLOOR AREA</b> CONVERTED JADU	500 sq. ft.	
<b>MINIMUM FLOOR AREA</b>	Newly created units must be at least: <ul style="list-style-type: none"> <li>Efficiency Unit: 150 sq. ft. (See Health and Safety Code §<a href="#">17958.1</a>)</li> <li>Studio Unit: 220 sq. ft.</li> <li>All Other Units: 220 sq. ft. + 100 sq. ft. / occupant; no more than 2 occupants.</li> </ul>	
<b>BUILDING SEPARATION</b>	Minimum 5-feet (wall to wall)	N/A

REQUIREMENTS	STANDARD ADU	SPECIAL ADU
<p><b>MAXIMUM HEIGHT</b> ATTACHED ADU</p>	<p>Height per base zone</p> <ul style="list-style-type: none"> <li>See also (3) Design Review</li> <li>See also (4) Solar Access Height.</li> </ul>	<p>New: Single story; up to 16 feet Conversion: Height of existing structure</p>
<p><b>MAXIMUM HEIGHT</b> DETACHED ADU</p>	<p>New: Single story; up to 16 feet Conversion: Height of existing structure</p> <ul style="list-style-type: none"> <li>See also (3) Design Review</li> <li>See also (4) Solar Access Height.</li> </ul>	<p>New: Single story; up to 16 feet Conversion: Height of existing structure</p>
<p><b>SETBACKS</b> NEW CONSTRUCTION ADU</p>	<p>Setbacks per base zone, except:</p> <ul style="list-style-type: none"> <li>Rear and side yard setbacks may be reduced to 4 feet</li> <li>See also (3) Design Review</li> </ul>	
<p><b>SETBACKS</b> ADU CONVERSIONS</p>	<ul style="list-style-type: none"> <li>Existing nonconforming buildings can be converted, and additions are allowed; see also (5) Nonconforming Buildings</li> <li>Existing nonconforming buildings can be demolished and rebuilt in the same location, with the same dimensions and floor area; 150-sq. ft. first floor conforming addition allowed for ingress and egress</li> <li>The construction of an Accessory Dwelling Unit may be combined with the demolition and replacement of a detached accessory structure that is nonconforming to setbacks provided the new development conform with setbacks, and other development standards of this section</li> </ul>	<ul style="list-style-type: none"> <li>Existing conforming buildings can be converted</li> <li>Existing nonconforming accessory buildings can be converted, plus one 150-sq. ft. conforming first floor addition is allowed, if the expansion is limited to accommodating ingress/egress</li> <li>Corrections of nonconformity shall not be required, except where buildings or structures are nonconforming as to coastal resource policies or development standards.</li> </ul>
<p><b>PARKING</b> ADU/JADU</p>	<ul style="list-style-type: none"> <li>No new parking is required for any JADU located outside of the ADU Beach Neighborhood Overlay District.</li> <li>All ADUs and JADUs proposed within the ADU Beach Neighborhood Overlay District require a minimum of one parking space per unit or bedroom, whichever is less.</li> <li><b>Parking Exemptions:</b> An ADU outside of the ADU Beach Neighborhood Overlay, that would otherwise require parking, may be exempt from parking requirements if it meets one of five parking exemptions (see page 11).</li> </ul>	

**ADDITIONAL ZONING REGULATIONS**

- (1) **FAR.** ADUs may be limited by the Floor to Lot Area Ratio, see CMC §14.72.055.B and C.
- (2) **Accessory Buildings.** ADUs may be limited in size and location, see CMC §14.72.030, §14.72.055.B, and §14.72.090.C.
- (3) **Design Review.** Architectural Review Criteria (page 6) may limit the height and location of the ADU.
- (4) **Solar Access Height.** Building height may be further limited, see CMC §14.72.060.G.
- (5) **Nonconforming Buildings.** Additions and other alterations are allowed, see CMC §14.72.050.L and §14.72.090.C.5

# WHAT ARE THE ADMINISTRATIVE DESIGN REVIEW STANDARDS?

Check the boxes below to show that the ADU/JADU project complies with the required administrative design review criteria. If the project does not comply with the criteria, property owners have the **option** to submit an application to the Director of Community Development for staff-level design review and will consider variations of these standards. Such review may require additional fee and a waiver of the 60-day permit issuance timeline. For items with multiple options (a, b, c, etc.), check which option(s) apply.

## Development Standards

<i>If you check "YES" or "N/A" on all items, the project qualifies for staff approval.</i>		YES	NO	N/A
1.	<b>Shiny Roofing and Siding.</b> There are no shiny, mirror-like, or glossy metallic finish roofing or siding materials proposed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<b>Garage Conversion.</b> The existing garage door opening is being replaced with siding, or residential windows and doors, to match the existing garage walls and detailing; or no garage conversion is proposed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<b>Grading.</b> There is no more than 30 cubic yards of grading on slopes of less than 15 percent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<b>Height.</b> At least <b>one</b> of the following applies (Standard ADUs only):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> a. The proposed ADU does not exceed the height or the number of stories of the primary residential unit or 16 feet, whichever is greater; or			
	<input type="checkbox"/> b. The ADU is proposed to be constructed above a garage and the proposed height and number of stories conforms to detached or attached accessory building heights of its zone			
5.	<b>Landings, Decks, and Balconies.</b> At least <b>one</b> of the following applies:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> a. Upper-story unenclosed landings, decks, or balconies greater than 20 sq. ft. face the Primary Residential Unit or the public-right-of-way;			
	<input type="checkbox"/> b. Upper-story unenclosed landings, decks, or balconies that face or overlook the adjoining property, are located a minimum of 15-feet from all interior lot lines; or			
	<input type="checkbox"/> c. Upper-story unenclosed landings, decks, or balconies greater than 20 sq. ft. are located at the minimum interior setback line if:			
	<input type="checkbox"/> They do not face or overlook the adjoining property, and			
	<input type="checkbox"/> An architectural screening element with 8-foot minimum height is proposed.			

**Architectural Review Criteria**

**If you check “YES” or “N/A” on all items, the project qualifies for staff approval.**

- |   | YES                      | NO                       | N/A                      |
|---|--------------------------|--------------------------|--------------------------|
| <p>6. <b>Upper-Story Windows.</b> At least <b>one</b> of the following must apply:</p> <p><input type="checkbox"/> a. Upper-story windows that face or overlook the adjoining property are not proposed within 15 feet of the interior lot lines; or</p> <p><input type="checkbox"/> b. Upper-story windows that face or overlook the adjoining property and are located within 15 feet of the interior lot lines, are installed a minimum of 72- inches above finish floor.</p>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>7. <b>Front Yard Location.</b> If a new detached ADU is located in the front yard, <b>it must meet of the following:</b></p> <p><input type="checkbox"/> a. The ADU is set back a minimum of 20 feet back from a front lot line, or meets the minimum front setback for the zone, whichever is greater;</p>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>8. <b>Design.</b> The exterior design of the ADU is compatible with the design of the primary residential unit regarding style, fenestration (the arrangement of windows and doors on a building), materials, colors and details, if any of the following apply (<i>check at least <b>one</b></i>):</p> <p><input type="checkbox"/> a. Attached to, or if any portion of any portion of a detached ADU is located within 20 feet of the primary residential unit;</p> <p><input type="checkbox"/> b. New unit is two or more stories, or 12-feet or taller in height;</p> <p><input type="checkbox"/> c. Located in the front yard or visible from a public street or public place;</p> <p><input type="checkbox"/> d. Listed on the National Register of Historic Places or the California Register of Historic Resources or is designated as a City of Carpinteria Landmark or Structure of Merit; or</p> <p><input type="checkbox"/> e. None of the above; compatibility is not required.</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

# WHAT ARE MY OPTIONS FOR SPECIAL ADUS?

## WHY CHOOSE A SPECIAL ADU?

Special ADUs are allowed in the City where residential uses are allowed, and provide the opportunity for more than one ADU on a lot but are more limited in size and configuration choices. You might choose a Special ADU if your FAR or open space requirements prevent you from building a larger unit, or if your property has site constraints.

## WHAT ARE MY OPTIONS FOR ONE SPECIAL ADU?

- **Single-Unit Residential.** Select **one** of the following choices:
  - Convert a portion of the primary residence to a Special ADU or JADU; or
  - Convert a detached garage or other accessory building, plus one 150-square-foot addition (limited to accommodating ingress and egress) to a Special ADU; or
  - One new construction Special ADU, detached from any other main or accessory building.
- **Multi-Unit Residential.** Select **one** of the following choices:
  - Convert a portion of the existing enclosed floor area of a residential structure that is not used as livable space (storage rooms, boiler rooms, passageways, attics, basements, or attached garages) into one Special ADU; or
  - One new construction Special ADU, detached from any other main or accessory building.

## WHAT ARE MY OPTIONS FOR MULTIPLE UNITS?

- **Single-Unit Residential**
  - Convert a portion of the primary residence to a JADU, plus one new construction Special ADU that is detached from any other main or accessory building.
- **Multi-Unit Residential.** Select **one** of the following choices:
  - Two new-construction Special ADUs, detached from any main or accessory building (limited to one new Special ADU if the complex contains four units or less); or
  - Convert up to 25 percent of the existing number of residential units on a lot, if contained entirely within portions of the existing enclosed floor area of a residential structure that is not used as livable space, (storage rooms, boiler rooms, passageways, attics, basements, or attached garages). Fractions are to be rounded down to the nearest whole number:

### HOW TO CALCULATE MULTIPLE ADUs (25% of existing units)

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- |                                    |                                    |
|------------------------------------|------------------------------------|
| • 1 to 7 existing units = 1 ADU    | • 16 to 19 existing units = 4 ADUs |
| • 8 to 11 existing units = 2 ADUs  | • 20 to 23 existing units = 5 ADUs |
| • 12 to 15 existing units = 3 ADUs | • 24 to 27 existing units = 6 ADUs |



## IS THERE ANYTHING ELSE I SHOULD KNOW?

### ADUs AND JADUs ARE SUBJECT TO THE COASTAL ACT.

ADUs and JADUs are allowed in zones that allow residential uses and require compliance with Coastal Act policies given the City is located entirely within the coastal zone.

1. **Coastal Policies.** ADUs must comply with the policies of the Coastal Land Use Plan including protection of environmentally sensitive habitat area and development standards involving coastal hazard policies. Staff will analyze your project for consistency with coastal policies when you submit your application.
2. **Zoning Code Regulations.** The ADU – JADU Ordinance amendments to Zoning Code - Title 14 were been certified by the California Coastal Commission (CCC) in December 2022. The City accepted CCC's action and adopted the program in January 2023. The ADU Program became effective on February 22, 2023.

### WHEN IS A COASTAL DEVELOPMENT PERMIT REQUIRED?

All development in the City requires review to determine the appropriate level of coastal permitting. A Coastal Development Permit is required for new detached ADUs on single-family lots, any ADU on multi-family lots, a JADU with an entry addition, or for other types of ADUs that may impact coastal resources.

When a Junior Accessory Dwelling Unit is completely within the footprint of a single-family residence and is located outside the Coastal Commission permit or appeals jurisdiction, and/or the Beach Neighborhood Overlay District, a building permit will be required to ensure compliance with building code and health and safety standards.

### IS OWNER-OCCUPANCY REQUIRED?

**New ADU Covenants.** Owner-occupancy is not required on any new ADU applications for a period of 5 years (from January 2020 to January 2025). However, if you are proposing a JADU, the property owner must still reside in either the primary residential unit or the JADU.

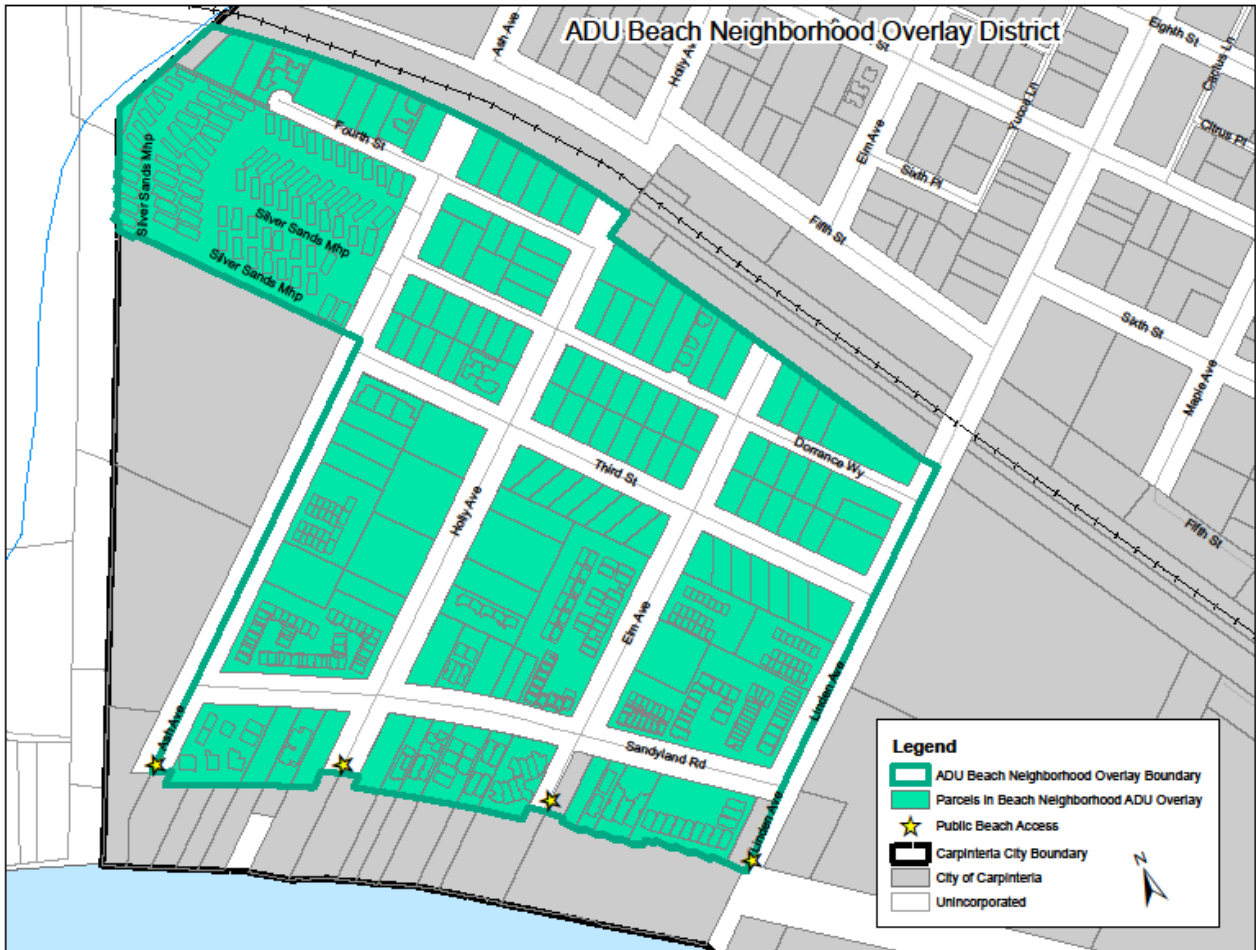
**Removal of ADU Covenants.** If an ADU Covenant was recorded before January 1, 2020, the property owner may request the existing owner-occupancy provision to be removed. To change your covenant:

1. Complete "ADU-JADU Covenant Request Form" in the ADU\_application.
2. Submit it as a PDF with the application.
3. You will be contacted to pay the processing fee plus recording costs.
4. Execute the covenant with a notarized signature and return it to the City to record.

### ARE ADUS ALLOWED IN THE BEACH NEIGHBORHOOD?

ADUs and JADUs in the ADU – Beach Neighborhood Overlay District may be permitted but may be subject to discretionary review due to coastal hazards and public access/parking concerns. A project in this district will be reviewed and if necessary, technical reports such as coastal geology and flooding reports may be required, and redesigns and/or restrictions to size may be necessary. Please see the following page for the location of the ADU Beach Neighborhood Overlay District.

## The ADU - Beach Neighborhood Overlay District



### IS PARKING REQUIRED?

One onsite parking space per unit or bedroom is required for all ADUs (including JADUs) located in the ADU Beach Neighborhood Overlay District area. For other areas in the City, an ADU must provide one onsite parking space per unit or bedroom **unless** it is exempt from parking requirements by meeting one of the following conditions:

#### PARKING EXEMPTIONS

- A public transit stop is located within a walking distance of one-half mile
- A “carshare vehicle” is located within a walking distance of 500 feet
- The site is within a historic or landmark district
- The ADU is contained entirely within the permitted floor area of an existing primary residential unit or an existing accessory building
- On-street parking permits are required, but are not offered, to the occupants of the ADU

## **CAN I REMOVE EXISTING PARKING?**

Yes, unless the ADU is in the ADU Beach Neighborhood Overlay District area, if an existing garage or other covered parking structure is converted or demolished in order to construct a new ADU, off-street parking spaces are not required to be replaced.

## **IS PARKING ALLOWED IN THE DRIVEWAY OR ELSEWHERE ONSITE?**

Yes, required replacement parking spaces can be located in the existing driveway and in a tandem configuration, as long as the configuration meets traffic and other safety standards. Uncovered parking spaces are permitted and may be located four feet from any interior lot line, provided a minimum of three feet in width of planting area is provided along the length of the paved parking area along the interior lot line.

## **CAN AN ADU BE IN THE FRONT YARD?**

Yes, an ADU may be in the front yard (meaning the area between any street and the main residence) but new construction must be located a minimum of 20 feet back from all front lot lines, or meet the minimum front setback for the zone in which the lot is located, whichever is greater, provided setbacks do not preclude construction of a Special Accessory Dwelling Unit. A new ADU in the front yard must either be one-story and less than 16 feet in height or constructed over a garage. It must also be screened from public view from the street. An ADU constructed over a garage shall not exceed the maximum height or number of stories allowed for a detached or attached accessory building in the zone.

## **IS OPEN YARD REQUIRED?**

No additional open yard area is required for an ADU. The open yard for existing residential units may be reduced in order to allow the construction of an ADU. These reductions are intended to promote the development of an ADU and cannot be used to expand the existing residential units or other unrelated work.

## **CAN A TINY HOME OR MANUFACTURED HOME BE AN ADU?**

Yes, as long as the structure meets the architectural review criteria, building code requirements, and is fixed to an approved permanent foundation, an efficiency unit can be as small as 150 sq. ft.

## **WHAT ARE THE IMPACT FEES?**

ADUs up to 750 sq. ft. and JADUs are exempt from impact fees. ADUs that are 750 sq. ft. or larger may be charged impact fees, but only such fees that are proportional in size (by square foot) to those for the primary dwelling. School districts may also levy impact fees for ADUs greater than 500 square feet.

## **WHAT ARE THE SOLAR ACCESS REQUIREMENTS?**

Newly constructed detached ADUs are subject to the Energy Code requirement to provide solar panels. The panels may be installed on the ADU or the Primary Residential Unit. ADUs that are constructed within existing space, or as an addition to existing homes, including detached additions where an existing detached building is converted from non-residential to residential space, are not subject to this requirement.

## **DO I HAVE TO UNDERGROUND UTILITIES?**

Yes. New detached ADUs will require utility undergrounding.

## **ARE FIRE SPRINKLERS REQUIRED?**

Fire sprinklers are required only if they are required for the Primary Residential Unit.

## **CAN I REMOVE TREES OR VEGETATION?**

To ensure that any proposed removal or disturbance of a native, specimen, stately, and/or historic tree, or other native vegetation would not conflict with coastal resource policies addressing protection of such trees, please contact the Community Development Department staff prior to submitting a Coastal Development Permit or Building Permit application.

## TIPS FOR A SUCCESSFUL ADU DEVELOPMENT

- ✓ *Please come to the planning counter and have your questions answered!*
- ✓ *Obtain an Intent to Serve letter from both the Carpinteria Valley Water District and Carpinteria Sanitary District prior to submitting your application(s). For a tracking number, please contact Syndi Souter at 805-755-4405 or syndis@carpinteriaca.gov.*
- ✓ *Consider use of one of the City's pre-approved detached ADU plan sets. The sets have been City-approved as compliant with 2023 planning and building code requirements. This can save significant permit review time and design costs.*
- ✓ *Consider a JADU to reduce development costs. One-hour fire separation is not required. They may share central systems, contain a basic kitchen utilizing small plug-in appliances, and may share a bathroom with the primary residence.*
- ✓ *A garage conversion may be less expensive to build and may likely have less costly permit fees (ADU's that are less than 750 sq. ft. will not require payment of development impact fees). However, converted structures will need to comply with current building and energy codes.*
- ✓ *Existing utility services may not be of adequate size and could require upgrading gas or water lines, electric meter, or sewer lines.*
- ✓ *Contact the Assessor's Office to determine how your property taxes may be impacted.*
- ✓ *Consider the added costs for the following requirements:*
  - *Soils reports are required for new structures and additions over 700 sq. ft.*
  - *Flood areas require additional review and may trigger FEMA requirements*
  - *Installation of solar panels are required for new structures*
  - *A new electrical sub-panel is required.*