



# City of Hesperia

## Planning Division

9700 Seventh Avenue  
Hesperia, Ca. 92345  
760-947-1224

STAFF USE ONLY

Date:

ADU #

## Accessory Dwelling Unit / Junior Accessory Dwelling Unit Planning Approval Application

|                          |                         |                          |                                |
|--------------------------|-------------------------|--------------------------|--------------------------------|
| <input type="checkbox"/> | Accessory Dwelling Unit | <input type="checkbox"/> | Junior Accessory Dwelling Unit |
|--------------------------|-------------------------|--------------------------|--------------------------------|

### Applicant Information

Full Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

### Property Owner Information

Full Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Details

Site Street Address: \_\_\_\_\_

APN: \_\_\_\_\_ Unit Square Footage: \_\_\_\_\_

Method of sewage Disposal:

- ☐ Sewer Connection      ☐ Septic System      ☐ Onsite Wastewater Treatment System  
(Must Have Building Official Approval)

Check All That Apply:

- |                                                          |                                                                                  |
|----------------------------------------------------------|----------------------------------------------------------------------------------|
| <input type="checkbox"/> Panelized Modular Structure     | <input type="checkbox"/> Conventional Construction                               |
| <input type="checkbox"/> Attached to Main Dwelling       | <input type="checkbox"/> Title 25- Manufactured Home<br>(complete Section Below) |
| <input type="checkbox"/> Detached                        | <input type="checkbox"/> Other (Please Explain): _____                           |
| <input type="checkbox"/> Conversion of existing building |                                                                                  |

If a manufactured home, complete the following:

Make & Model: \_\_\_\_\_ Year (Must be no more than 10 years old): \_\_\_\_\_

### Signature

I certify under penalty of perjury that I am the legal owner and occupant of the primary residence as specified herein, and that the foregoing statements, answers and information herein submitted, are in all respects true and correct.

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Application Submittal Requirements

Please note all required documentation must be provided at the time of submittal

|                          |                                                                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <b>SITE PLAN:</b> Must be to scale (generally 1" = 20'). (2 copies).                                                                             |
| <input type="checkbox"/> | <b>FLOOR PLAN:</b> fully dimensioned and indicate the use of each room, including the location of the kitchen and laundry facilities. (2 Copies) |
| <input type="checkbox"/> | <b>ELEVATIONS:</b> Provide elevations of all sides of the proposed unit. (2 copies)                                                              |
| <input type="checkbox"/> | <b>GRANT DEED:</b> Include a copy of the grant deed to verify ownership of the primary residence                                                 |

Please contact the Planning division directly for any questions 760-947-1224.

## Accessory Dwelling Information

\* The following is provided for informational purposes only and may not reflect all applicable regulations. Please verify all requirements within the Hesperia Municipal Code Section 16.12.360: Accessory dwelling units.

### Accessory dwelling units:

A. Purpose. The purpose of these provisions is to establish procedures for permitting an accessory dwelling unit (ADU); to implement state law requiring consideration for such uses.

### B. Definitions.

1. "Accessory dwelling unit" or "ADU" means an additional detached or attached dwelling unit which provides complete independent living facilities for one or more persons and is located on a lot with an existing or proposed primary residence. The unit shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the primary unit is situated. An accessory dwelling unit also includes the following:
  - a) An efficiency unit, as defined in Section 17958.1 of the Health and Safety Code.
  - b) A manufactured home, as defined in Section 18007 of the Health and Safety Code.
2. "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot.
3. "Junior accessory dwelling unit" means a unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure. A junior accessory dwelling unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.

C. **Application Procedure**—Accessory Dwelling Units. Application for a permit to construct an accessory dwelling unit shall be made by pursuant to the provisions and limitations of this article.

1. The review procedure shall be administrative review without notice (ministerial), pursuant to the provisions of Section 16.12.005(A)(3).
2. The City shall act on the application to create an ADU or a Junior ADU within 120 days from the date that the City receives a completed application, unless either:
  - a) The Applicant requests for a delay, in which case the 120 day time period is tolled for the period of the requested delay, or
  - b) An application of an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit is submitted with a permit application to create a new primary residence on the lot, the City may delay acting on the permit application for the Accessory Dwelling Unit or the Junior Accessory Dwelling until the City acts on the permit application to create the primary residence. The application of an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit is still considered ministerially without discretionary review or a public hearing.

3. Approval of a permit to construct an accessory dwelling unit shall be for a period not to exceed thirty-six (36) months.

#### **D. Requirements for Approval.**

1. An accessory dwelling unit may only be permitted on lots that are zoned for agricultural, single family, multi-family, or mixed uses and that contain an existing or proposed single-family or multi-family dwelling.
2. A Junior Accessory Dwelling unit may only be permitted on lots that are zoned for agricultural or single family and that contain an existing or proposed single-family dwelling.
3. Accessory dwelling units are exempt from the density limitations of the General Plan and subject to the following:
  - a) Lots with an existing or proposed single-family residence may be permitted one accessory dwelling, and one junior accessory dwelling unit (see Section 16.12.360 F for additional regulations pertaining to junior accessory dwelling units).
  - b) Lots with existing multi-family units may convert non-habitable space within an existing multi-family structure into accessory dwelling units. The number of these types of units shall be limited to - one accessory dwelling or up to twenty-five (25) percent of the existing multi-family dwelling units, whichever is greater. In addition, no more than two detached accessory dwelling units may be permitted. A detached accessory dwelling may be converted from non-habitable space, or newly constructed.
4. An accessory dwelling unit shall be located on the same lot as the proposed or existing primary dwelling.
5. The correction of a nonconforming zoning condition that would result in a physical improvement on the property shall not be a condition of approval for an accessory dwelling unit.
6. The accessory dwelling unit shall provide complete and independent living facilities.
7. The accessory dwelling unit shall not be used for a rental term of less than thirty (30) consecutive days.
8. The accessory dwelling unit may not be sold or conveyed separately from the primary dwelling unit unless all of the following apply:
  - a) The accessory dwelling unit was built or developed by a qualified nonprofit corporation. For the purposes of this section, a qualified nonprofit corporation means a nonprofit corporation organized pursuant to Section 501(c)(3) of the Internal Revenue Code that has received a welfare exemption under Section 214.15 of the California Revenue and Taxation Code for properties intended to be sold to low-income families who participate in a special no-interest loan program.
  - b) There is an enforceable restriction on the use of the land on which the ADU is located pursuant to a recorded contract between the qualified buyer and the qualified nonprofit corporation. For the purposes of this section, a qualified buyer means very-low and low-income households as defined in Section 16.20.195.
  - c) The property is held pursuant to a recorded tenancy in common agreement that includes an allocation to each qualified buyer of an undivided, unequal interest in the property based on the size of the dwelling that each qualified buyer occupies: a repurchase option that requires the qualified buyer to first offer the qualified nonprofit corporation to buy the accessory dwelling unit or primary dwelling if the buyer desires to sell or convey the property: a requirement that the qualified buyer occupy the property as the qualified buyer's principal residence: and affordability restrictions on the sale and conveyance of the property that

ensures the property will be preserved for very-low income or low-income housing for forty-five (45) years for owner-occupied housing and will be sold or resold to a qualified buyer

d) A grant deed naming the grantor, grantee, and describing the property interests being transferred shall be recorded with the County. A Preliminary Change of Ownership Report shall be filed concurrently with the grant deed pursuant to Section 480.3 of the Revenue and Taxation Code.

e) If requested by a utility providing service to the primary residence, the accessory dwelling unit has separate water, sewer, or electrical connection to that utility.

9. The accessory dwelling unit shall have adequate water supply pursuant to specifications of the Uniform Plumbing Code.

10. In compliance with the State of California Lahontan Regional Water Quality Control Board, lots that are not connected to sewer facilities shall be a minimum of one gross acre in size or install an approved Supplemental Treatment Septic System.

11. The design and construction of each ADU shall conform to all applicable provisions of the Building Code. The ADU shall comply with all provisions of the Code pertaining to the adequacy of water, sewer, electrical, drainage, and fire and emergency services to the property on which the ADU will be located as well as all applicable codes pertaining to building, fire, health, and/or safety.

#### E. Design and Development Standards—Accessory Dwelling Units.

1. The accessory dwelling unit may be either attached to, or located within, the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure, or detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling, including detached garages. An accessory dwelling may be converted from non-habitable space within, or detached from, an existing or proposed multi-family structure

2. A detached accessory unit shall not exceed one thousand two hundred (1,200) square feet of livable floor area (excludes garage and any accessory structure) on any parcel. Accessory dwelling units attached to the principal unit may be up to fifty (50) percent of the area of the principal unit, up to a maximum of one thousand (1,000) square feet, except that if the principal unit has a floor area of one thousand six hundred (1,600) square feet or less, an attached accessory dwelling unit shall conform to the provisions of Section 16.12.360(E)(6), below. The area of an accessory dwelling unit is in addition to and shall not be considered as part of the allowable accessory building area authorized under Article X of Chapter 16.20. No accessory dwelling unit shall be less than one hundred and fifty (150) square feet in area. Further, a recreational vehicle, does not qualify for use as an accessory dwelling unit.

3. Independent access to an attached accessory dwelling unit is required and shall not be located on the same wall plane elevation as the access to the primary dwelling.

4. For new attached or detached accessory dwelling units, a minimum four-foot side yard and four-foot rear yard setback is allowed. The front yard and street side yard standards for the primary unit shall apply to the accessory dwelling unit.

5. No setback shall be required for the conversion of existing living area, conversion of an existing accessory structure, or for a new structure that is constructed in the same location and to the same dimensions as an existing structure.

6. The accessory dwelling unit shall be constructed in accordance with minimum standards for single-family residential uses on individual lots as specified in Section 16.20.160, unless otherwise specified herein.

7. No provisions within this Section, including lot coverage or legal nonconformity, shall preclude either an attached or detached eight hundred (800) square-foot accessory dwelling unit with four-foot side yard and rear yard setbacks, and that is constructed in compliance with all other development standards
8. A detached accessory dwelling unit created on a lot with an existing or proposed single-family or multi-family dwelling may not exceed sixteen (16) feet in height. However, a detached accessory dwelling unit may be up to eighteen (18) feet in height if it is located within one-half mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. Furthermore, a detached accessory dwelling unit may be up to two additional feet in height to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit. A detached accessory dwelling unit created on a lot with an existing or proposed multi-family dwelling that has more than one story above grade may not exceed eighteen (18) feet in height. An accessory dwelling unit that is attached to the primary dwelling may not exceed twenty-five (25) feet in height or exceed two stories.
9. No setback shall be required for an existing garage that is converted to an accessory dwelling unit, and a setback of no more than four feet from the side and rear lot lines shall be required for an accessory dwelling unit that is constructed above a garage.
10. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit or converted to an accessory dwelling unit, those off-street parking spaces do not need to be replaced.
11. The accessory dwelling unit shall be architecturally compatible with the design of the primary unit and shall match with the same colors and materials of the primary unit.
12. The construction of an accessory dwelling unit shall not be considered when calculating minimum distance requirements for animal uses on the subject lot or on adjacent lots.

#### F. Junior Accessory Dwelling Units.

1. Purpose - This section provides standards for the establishment of junior accessory dwelling units, an alternative to the standard accessory dwelling unit. Junior accessory dwelling units will typically be smaller than an accessory dwelling unit, will be constructed within the walls of an existing single-family residence, and requires owner occupancy of the single-family residence where the unit is located.
2. Development Standards - Junior accessory dwelling units shall comply with the following standards:
  - a) Lots with an existing or proposed single family residence may be permitted one accessory dwelling unit and one junior accessory dwelling unit.
  - b) For the purposes of providing service for water, sewer or power, including a connection fee, a junior accessory dwelling unit shall not be considered a separate or new dwelling unit. Lots that are not connected to sewer facilities shall meet the Lahontan Regional Water Quality Control Board regulations pertaining to minimum septic tank capacity.
  - c) A junior accessory dwelling unit shall not exceed five hundred (500) square feet in size and shall be contained entirely within a single-family residence.
  - d) The junior accessory dwelling unit shall include a separate entrance from the main entrance to the proposed or existing single-family residence.
  - e) The junior accessory dwelling unit must include an efficiency kitchen that includes a cooking facility with appliances, a food preparation counter, and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.

- f) The junior accessory dwelling unit may have a bathroom or share with the proposed or existing single-family residence. If a permitted junior accessory dwelling unit does not include a separate bathroom, then an interior entry to the main living area shall be provided.
- g) A junior accessory dwelling unit shall not convert the required parking for the primary residential structure located within an attached garage without the concurrent replacement of the existing required parking within an enclosed garage elsewhere on the property in accordance with the size, placement, and design standards of the Development Code.
- h) A deed restriction, in a form to be approved and provided by the city, must be recorded and filed with the city, and must include the following stipulations: i) prohibition on the sale of the junior accessory dwelling unit separate from the sale of the single family residence; ii) restriction on the size and attributes of the junior accessory dwelling unit; iii) if the unit is rented, the unit shall not be rented for a period of less than thirty (30) consecutive calendar days; and iv) owner occupancy of one of the units on-site is required, unless the owner is a governmental agency, land trust, or housing organization. These restrictions shall run with the land.