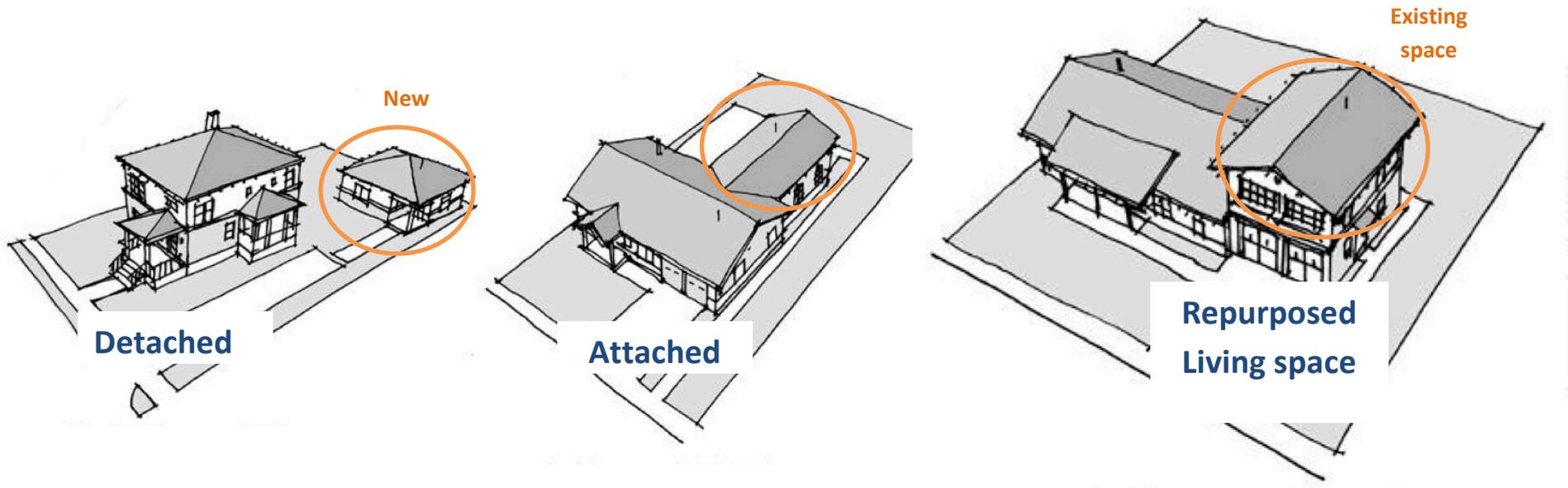




## ACCESSORY DWELLING UNIT (ADU) GUIDE

This Accessory Dwelling Guide (ADU Guide) provides general information for ADUs in the City of Lake Forest. Please refer to Lake Forest Municipal Code (LFMC) Section 9.146.050 [http://qcode.us/codes/lakeforest/view.php?topic=9-9\\_146-9\\_146\\_050&frames=off](http://qcode.us/codes/lakeforest/view.php?topic=9-9_146-9_146_050&frames=off) for complete Code requirements. Depending on the specifics of the proposed ADU, an ADU Permit may be required in addition to a building permit. The *Applicant's Guide to Submitting an Accessory Dwelling Unit Permit Application* and the corresponding Application is available at City Hall and on the City's website at <https://lakeforestca.gov/205/Application-Forms>.



### BUILDING PERMIT ONLY

<p><b>Converted on Single-family Lot</b></p> <ul style="list-style-type: none"> <li>Only one ADU or JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:</li> </ul>	<ul style="list-style-type: none"> <li>Is either: within the space of a proposed or existing single-family dwelling; or within the space of an existing accessory structure, plus up to 150 additional sq.-ft. if the expansion is limited to accommodating ingress and egress;</li> <li>Has exterior access that is independent of that for the single-family dwelling;</li> <li>Has side-and rear-yard setbacks sufficient for safety, as dictated by applicable building and fire codes.</li> </ul>
<p><b>Limited Detached on Single-family Lot</b></p>	<ul style="list-style-type: none"> <li>The side- and rear-yard setbacks are at least 4 ft;</li> </ul>

## ACCESSORY DWELLING UNIT (ADU) GUIDE

<ul style="list-style-type: none"> <li>- One, in addition to any JADU that might otherwise be established).</li> </ul>	<ul style="list-style-type: none"> <li>• The total floor area is 800 sq.-ft. or smaller;</li> <li>• The overall height above grade is 16 ft. or less.</li> </ul>
<p><b>Converted on Multifamily Lot</b></p> <ul style="list-style-type: none"> <li>- Multiple ADUs within portions of existing multi-family dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages).</li> </ul>	<ul style="list-style-type: none"> <li>• Compliance with CA Building Code (CBC);</li> <li>• At least one converted ADU is allowed on a lot within an existing multi-family dwelling, up to a number equal to 25% of the existing multi-family dwelling units.</li> </ul>
<p><b>Limited Detached on Multifamily Lot</b></p> <ul style="list-style-type: none"> <li>- No more than two detached ADUs on a lot that has an existing multifamily dwelling.</li> </ul>	<ul style="list-style-type: none"> <li>• The side- and rear-yard setbacks are at least 4 ft;</li> <li>• The total floor area is 800 sq.-ft. or smaller.</li> </ul>

ADU PERMIT + BUILDING PERMIT	
<b>Maximum Size:</b>	<ul style="list-style-type: none"> <li>a. 850 sq.-ft. for a studio or 1-bedroom unit;</li> <li>b. 1,000 sq.-ft. for a unit with 2 bedrooms;</li> <li>c. No more than 2 bedrooms are allowed.</li> </ul>
<b>Setbacks:</b>	<ul style="list-style-type: none"> <li>a. No part of any ADU subject to this subsection (F) may be located within 25 ft. of the front property line;</li> <li>b. No part of any ADU subject to this subsection (F) may be located within 4 ft. of a side or rear property line;</li> <li>c. No setback is required for an ADU subject to this subsection (F) if the ADU is constructed in the same location and to the same dimensions as an existing structure.</li> </ul>
<b>Height:</b>	<ul style="list-style-type: none"> <li>a. A single-story attached or detached ADU may not exceed 16 ft. in height above grade, measured to the peak of the structure.</li> <li>b. A second-story or two-story attached ADU may not exceed the height of the primary dwelling.</li> <li>c. A detached ADU may not exceed 1 story.</li> </ul>

## ACCESSORY DWELLING UNIT (ADU) GUIDE

<b>Passageway:</b>	No passageway, as defined by subsection (C)(10) (“Passageway”) above, is required for an ADU.
<b>PARKING</b>	
<ul style="list-style-type: none"> <li>a. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by LFMC 9.146.050(C)(13) .</li> <li>b. Exceptions. No parking required under LFMC Sec. 9.146.050 (F)(5)(a) (“Parking”) is required in the following situations:               <ul style="list-style-type: none"> <li>i. The ADU is located within one-half mile walking distance of public transit, as defined in subsection Sec. 9.146.050(C)(12);</li> <li>ii. The ADU is located within an architecturally and historically significant historic district;</li> <li>iii. The ADU is part of the proposed or existing primary residence or an accessory structure (under LFMC Sec. 9.146.050(D)(1)(a) (“Converted on a Single-family Lot”));</li> <li>iv. When on-street parking permits are required but not offered to the occupant of the ADU;</li> <li>v. When there is an established car share vehicle stop located within one block of the ADU;</li> </ul> </li> <li>c. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU, or converted to an ADU, those off-street parking spaces are not required to be replaced;</li> <li>d. The ADU and primary dwelling must use the same driveway to access the street;</li> <li>e. Each unenclosed parking space shall be at least 9 ft. wide and 18 ft. long;</li> <li>f. Each parking space that is provided in an enclosed garage shall be at least 10 ft. wide and 20 ft. long and have at least 7.5 ft. vertical clearance.</li> </ul>	
<b>ARCHITECTURAL REQUIREMENTS</b>	
<ul style="list-style-type: none"> <li>a. The ADU must have an independent exterior entrance, apart from that of the primary dwelling. The ADU entrance must be located on the side or rear building façade, not facing the same public-right-of-way as the primary dwelling;</li> <li>b. The interior horizontal dimensions of an ADU must be at least 10 ft. wide in every direction.</li> </ul>	
<b>NOTICE OF CONSTRUCTION</b>	
<ul style="list-style-type: none"> <li>a. At least 10 business days before starting any construction of a second unit, the property owner shall give written notice to all the owners of record of each of the adjacent residential parcels, which notice shall include the following information:               <ul style="list-style-type: none"> <li>i. Notice that construction has been authorized;</li> <li>ii. The anticipated start and end dates for construction;</li> </ul> </li> </ul>	

## ACCESSORY DWELLING UNIT (ADU) GUIDE

- iii. The hours of construction;
  - iv. Contact information for the project manager (for construction-related complaints); and
  - v. Contact information for the City Building Division.
- b. This notice requirement does not confer a right on the noticed persons or on anyone else to comment on the project before permits are issued. Approval is ministerial. Under state law, the City has no discretion in approving or denying a particular ADU project under this section. This notice requirement is purely to promote neighborhood awareness and expectation.

### USE PERMIT REQUIRED

Any proposed ADU or JADU that does not conform to the objective standards set forth in LFMC Sec. 9.146.050, subsections (A) through (G)(2), may be allowed by the City with a Use Permit, in accordance with LFMC Ch. 9.184.

### ALL ADUs

<ul style="list-style-type: none"> <li>• Residential or Mixed-use Zone Only</li> </ul>	<ul style="list-style-type: none"> <li>• Deed restriction Required (see LFMC Sec. 9.146.050(E)(7))</li> </ul>
<b>Impact Fees:</b>	<ul style="list-style-type: none"> <li>• No impact fee shall be required for an ADU that is less than 750 sq.-ft. in size.</li> <li>• Any impact fee that is required for an ADU that is 750 sq.-ft. or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit (e.g., the floor area of the primary dwelling, divided by the floor area of the ADU, times the typical fee amount charged for a new dwelling.) “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.</li> </ul>
<b>Utility Connection and Fees:</b>	<ul style="list-style-type: none"> <li>• Converted ADUs and JADUs on a single-family lot, created under LFMC Sec. 9.146.050(D)(1)(a) , are not required to have a new or separate utility connection directly between the ADU or JADU and the utility. Nor is a connection fee or capacity charge required unless the ADU or JADU is constructed with a new single-family home.</li> <li>• All ADUs and JADUs not covered by LFMC Sec. 9.146.050(G)(2)(a) above require a new, separate utility connection directly between the ADU or JADU and the utility. The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU or JADU, based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the CA Plumbing Code, upon the water or sewer system. The fee or charge may not exceed the reasonable cost of providing this service.</li> </ul>