



# ACCESSORY DWELLING UNITS

Information Bulletin No. 31



**Definition:** "Accessory dwelling unit" (ADU) means an attached or a detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation.

**Required Development Standards:**

*NOTE: Please coordinate closely with the Building Dept. for conversions of existing buildings.*

|  | New Addition Attached to the Primary Residence  | New Addition Detached from the Primary Residence | Conversion Inside Existing Residence or Existing Accessory Structure |
|--|---|--|--|
| <b>Min. Lot Size</b>                             | 4,000 sf  | 4,000 sf   | N/A - No limitations   |
| <b>Max. Unit Size</b>                            | No more than 50% of existing living area, up to a max. of 800 sf  | 800 sf   | N/A - No limitations   |
| <b>Min. Setback<sup>1,2</sup></b>                |   |  |  |
|  | <b>Front</b>  | As required by the applicable zoning district    | N/A - Existing structure   |
|  | <b>Side</b>   |  | Sufficient for fire access   |
|  | <b>Rear</b>   |  | Sufficient for fire access   |
| <b>Max. Height</b>                               | Height limit applicable to the zoning district  | 15 feet <sup>3</sup>                             | N/A - Existing structure (includ. nonconforming structures)          |
| <b>Lot Coverage &amp; Floor Area<sup>4</sup></b> | Included in lot coverage & floor area applicable to the site  |  | N/A - Existing residence or accessory structure                      |
| <b>Off-Street Parking<sup>5</sup></b>            | None required   |  |  |
| <b>Max. Num. per Lot</b>                         | One   |  |  |
| <b>Access</b>                                    | Independent exterior entrance to the unit required. Both entrances may not be located on the building elevation fronting the street |  | Independent exterior entrance to the unit required                   |
| <b>Existing Development</b>                      | Single-family dwelling (SFD) must exist on the site, or be constructed on the site in conjunction with the construction of the ADU  |  | SFD or accessory structure must exist on the site                    |
| <b>Building Separation</b>                       | 5 feet  |  | N/A  |


**Footnotes:**

1. No setback is required for an existing garage conversion to an ADU.
2. A minimum 5 feet side and rear setback is required for an ADU constructed above a garage.
3. The maximum height is 25 feet for an ADU located above a detached garage.
4. The floor area is measured to the outside surface of exterior walls, with no exceptions.
5. When a garage, carport or covered parking is eliminated in conjunction with the construction of an accessory dwelling unit, replacement spaces in accordance with the requirements of the applicable zoning district shall be provided. These spaces may be uncovered and located in any configuration on the same lot.

**Architectural Compatibility:** If exterior alterations, additions, or construction of a new structure is required for an ADU, the ADU shall incorporate the same or similar architectural features, building materials (including window style and materials) and roof slopes as the main residence or adjacent neighboring properties.

**Locations:**

An ADU may be located on a lot zoned for, and contains or is being developed for, only a legal SFD.

| Exceptions  |   |
|---|---|
| Location  | Requirement   |
| M-H zone – Monarch Pines Mobile Home Park   | ADUs are not allowed.   |
| R-1-B-4 zone – Asilomar Dunes Environmentally Sensitive Habitat Area  |   |
| R3-PGB zone, and the portion of the Pacific Grove Beach Tract bounded by Lorelei St. to the east, Ocean View Blvd. to the north, Sea Palm Ave. to the west, and the southerly property line of the property on the south side of Mermaid Ave. | ADUs are not allowed, except inside an existing main residence. |
|   |   |

\*Note: A detached ADU is not considered an accessory structure. However, not every accessory structure may be converted to an ADU.

**Permanent Foundation:** A permanent foundation is required for all ADUs.

**Fire Sprinklers:** Fire sprinklers are required in an ADU only if they are required in the primary residence.

**Utilities:** All utilities for detached ADUs shall be installed underground. Installation of a separate direct connection between the ADU and the utility is not required for an ADU contained inside the existing space of an existing primary residence or accessory structure.

**Sewer:** Prior to issuance of a building permit, the applicant shall submit certification by a licensed plumbing contractor that the existing lateral sewer line is of adequate size and condition to support projected sewage flow for the primary residence and ADU. The certification shall be based on the recommendation of the applicant’s professional representative for both capacity and condition analysis. If the capacity or condition of the existing lateral line is found to be inadequate to serve the existing and proposed units on the property, the lateral line shall be replaced to the main line, to include the connection at the main line.

**Occupancy and ownership:**

- (a) Both the primary residence and the ADU may be rented.
- (b) The rental shall only be for terms for more than 30 consecutive days.
- (c) Neither the primary residence nor the ADU shall be available for short-term vacation rental.
- (d) The ADU shall not be sold separately from the primary residence.

*For more information, please see the Pacific Grove Municipal Code §23.80, Accessory Dwelling Units.*