

ADU/JADU ZONING CHECKLIST



SITE INFORMATION

Address: _____ Zoning: _____ Lot Size: _____

Existing Site Conditions (please describe if the site is undeveloped or unimproved, existing buildings, dwelling unit(s) etc.): _____

PROPOSED ADU/JADU INFORMATION

Type of ADU/JADU

Check all applicable:

Yes	No	Criteria
Junior Accessory Dwelling Unit (JADU):		
		No less than 190 square feet and no more than 500 square feet of livable space contained entirely within the primary residence
		Conversion of existing space within the primary residence
		Attached addition to the primary residence
Accessory Dwelling Unit (ADU):		
		Conversion of existing space within the primary residence
		Conversion of a detached accessory structure (permitted garage / guest house / storage building)
		New Construction: Attached or detached, up to 800 square feet of livable space; or
		New Construction: Attached or detached, more than 800 square feet but not exceeding 1,200 square feet of livable space.

ADU/JADU Complete Independent Living Facilities

Yes	No	Criteria
		Does the ADU/JADU provide an independent bathroom? or
		Does the JADU share a bathroom with the primary residence?
		Is there a bedroom or place to sleep?
		Is there, at minimum, an efficiency kitchen? Is there a food storage area, food preparation counter, sink, refrigerator and cooking appliances?

ADU/JADU Size

ADU/JADU square feet (as measured from the inside perimeter of the exterior walls): _____ square feet

Yes	No	N/A	Criteria
			Maximum size for attached does not exceed 50% of primary dwelling
			Is it limited to 800 square feet (statewide exempt, ADU only)?
			Is it limited to 500 square feet (JADU only)?
			Does the property qualify as a hillside property? (15% average slope)
			If Hillside property, does it comply with the Slope Factor Guideline (not applicable if statewide exempt ADU)?

			If Non-Hillside property, does it comply with underlying floor area limit for the lot (non-exempt ADU only)?
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Setbacks

Yes	No	N/A	Criteria
			Side-Yard Setback provided
			Rear-Yard Setback provided
			The front setback for through lots or corner lots is not within the visibility triangle (if applicable)
			Does it comply with the minimum Side-Yard Setback Requirement of 4 feet?

Height

Height must meet one of the following criteria:

Yes	No	N/A	Criteria
			16 feet for detached
			25 feet if attached to an existing house
			18 feet for detached if on lot with an existing or proposed multi-family dwelling

Objective Development Standards (non-statewide exempt)

Yes	No	N/A	Criteria
			Does the ADU/JADU provide independent exterior access?
			Location of separate entrance (not permitted on same façade as front door unless screened from the street) is clearly demonstrated on plan.
			Is the architectural style of the new construction ADU consistent with primary dwelling?
			Are there windows within 5 feet of property line?
			If so, are they obscured glass or clerestory windows placed at 6 feet or higher above adjacent ground level?

Other

Yes	No	Criteria
		Are eaves no more than 12 inches in depth?
		Is property within a 1/2 mile of a bus stop?
		Is an on-site parking space provided?
		Is the property on the City's Official Register of Historic Properties? (Official Register Revised 20260217 Rev.pdf)
		Is Grading involved? If yes, what is the volume in cubic yards?: _____
		Is the ADU/JADU within 15 feet of or within the Tree Protection Zone of protected trees (oaks, sycs. & deodars)? An arborist report must be provided (List of arborists from City website)
		Is there a balcony or a second story deck or roof top patio/terrace/deck associated with the ADU/ JADU? (Not permitted).
		Is there a covered patio or trellis associated with the ADU/JADU? (counts towards total floor/roofed area)

		Does HVAC equipment meet setbacks, etc. (Cannot be roof mounted)
		Is ADU located within an easement or within 50-feet of a Blue Line Stream?
		Is a separate retaining wall required/provided?
		Is the ADU/JADU connected to the public sewer or to an on-site water treatment system?
		Does the ADU have separate wet and dry utilities from the primary dwelling unit?

Additional Notes:
