



CLARK COUNTY
WASHINGTON

COMMUNITY DEVELOPMENT
PERMIT CENTER

Accessory Dwelling Unit - Urban

Rev 6.3.24

Working together. Securing your safety. Protecting your investment.

What is an urban accessory dwelling?

An accessory dwelling unit (ADU) is an additional smaller, subordinate dwelling unit on a lot with an existing or new house including a manufactured home. Up to two (2) ADUs are allowed on a lot with one (1) single-family residence. An ADU can be an attached or detached dwelling unit that provides a greater range of housing types in single-family or multifamily residential districts while protecting the character of the neighborhood. An attached ADU means sharing a common wall or walls and a detached ADU means physically separated. An accessory dwelling unit that meets the requirements outlined in CCC 40.260.020 may be allowed in the R1-20, R1-10, R1-7.5, R1-6, and R1-5 zones or on any multi-family zoned lot developed with an existing single-family dwelling, except as noted in the code.

What conditions will allow for the establishment of an ADU?

All of the following ADU types, in any combination, are permitted:

1. Internal conversion within an existing dwelling (see figure 1);
2. Additions to an existing house or garage;
3. Conversion of an existing garage;
4. Inclusion as part of construction of a new single family detached dwelling;
5. A separate detached dwelling unit must be located behind the front building plane of the primary dwelling, however detached ADUs may be placed forward of the front building plane on lots with a front yard setback of 40 feet or greater, provided the width of the front façade of the ADU does not exceed 50 percent of the width of the primary dwelling's front façade;
6. A manufactured or modular home can be considered as an ADU as long as it meets the requirements of CCC 40.260.020. Mobile homes built before June 15, 1976 are not allowed.

Does an accessory dwelling need a building permit?

Yes. An ADU shall comply with applicable building, fire, and health and safety codes. An ADU cannot be occupied until a Certificate of Occupancy is issued by the Clark County Building Safety program.

Do I have to connect to water and sewer?

Yes. An accessory dwelling unit shall connect to public water and sewer unless a water/sewer waiver is obtained under CCC 40.370.010.

What is the maximum area allowed for an accessory dwelling? An accessory dwelling shall not exceed 1,000 square feet. However, for lots that are at least 20,000 square feet, the maximum square footage of an ADU is 1,500 square feet.

The total floor area of a basement ADU may be used; however, the ADU shall not exceed the size of the primary dwelling unit.

The combined maximum square footage of two (2) ADUs shall not exceed 2,000 square feet.

Are there any restrictions on building heights?

ADUs must meet the height restrictions of the zone.

Can I have an accessory dwelling unit if I am operating a home business?

You may have an accessory dwelling if you are operating a Type I, but not a Type II, home business (see Home Business handouts).

What about impact fees?

You are required to pay impact fees. Clark County is providing an incentive by waiving seventy-five (75) percent of transportation, school and park impact fees at the multifamily rate.

What if the accessory dwelling is occupying the same lot with a property that is designated a historic site?

The accessory dwelling must follow specific design guidelines to conform with the existing primary dwelling, including exterior materials, trim on edges of elements, windows, pediments and dormers.

If it is listed in the Clark County Heritage Register, the property owner must apply for a Certificate of Appropriateness to be reviewed and approved by the Clark County Historic Preservation Commission. Visit the historic preservation program webpage for more information:

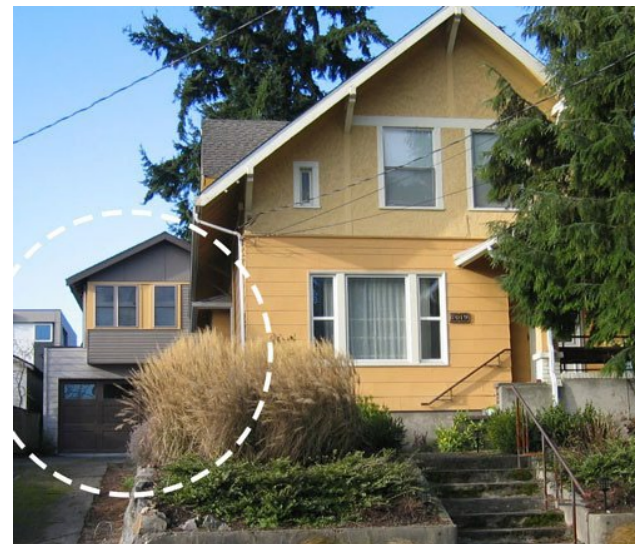
www.clark.wa.gov/community-planning/historic-preservation.

Can I establish an ADU if there are two single-family units on the lot?

You may not establish an accessory dwelling unit on a lot of record with two or more single-family residences, as outlined in CCC 40.260.020(B)(2).

What is the application process?

An application form and the Accessory Dwelling Unit Application must be completed and submitted. Whomever creates the LMS account will be the person listed as the contact on the application and will be the only person that will be able to upload application items and pay the required fees.



This handout includes responses to questions related to the requirements for establishing an ADU, including the requirement for a building permit, and a checklist that the applicant must complete and sign.

The application packet will be reviewed by Clark County staff to determine if the applicant has satisfied all the applicable conditions.

What if I didn't provide all the required information?

Applications with incomplete information will be sent back for corrections via ProjectDox. If the applicant fails to provide all required information, staff cannot act on the agreement and decision form until the applicant provides the information identified in the packet.

What kind of public notice is provided?

None.

Accessory Dwelling Application

Applicant

Name: _____
Address: _____
Phone: _____
Email: _____

Property owner

Name: _____
Address: _____
Phone: _____
Email: _____

Project location

Address: _____
Parcel number: _____
Legal description: _____

Required Submittal Items for ADUs

1. ___ Residential application, submittal requirements, building plan requirements and plot plan:
see <https://clark.wa.gov/media/document/55048>
2. ___ Accessory Dwelling Unit checklist, see next page
3. ___ Letter of authorization from property owner, if applicant is other than property owner
4. ___ For an ADU proposed on a lot with a historic structure, a project narrative is required to describe how the project meets the design standards listed in CCC 40.260.020(D)

Accessory Dwelling Unit Checklist

This ADU is being built as: (check one)

- ☐ Internal conversion
- ☐ Addition to an existing single-family house
- ☐ Conversion of garage
- ☐ Detached unit
- ☐ Included in new construction of a single-family house

Proposed ADU square footage (living space) _____

Existing residence setbacks

Front _____
Side _____
Rear _____
Street side _____
Garage _____

ADU setbacks

Front _____
Side _____
Rear _____
Street side _____
Garage _____

Building Height

Primary unit _____
ADU _____

Is a home business on site? Y N

If yes, give the case number or describe fully in a separate narrative. _____

Entrances/Egress

Where is the ADU entrance? _____

Is this a basement conversion? Y N