

Town of Steilacoom

Accessory Dwelling Unit Permit Application

Property Owner _____ Phone _____

Mailing Address _____

Applicant Name (if different) _____

Property Address _____

Legal Description _____

Total square footage of lot _____

Total square footage of residence + proposed ADU, excluding garage and other nonliving areas _____

Total square footage of accessory dwelling unit _____

Fee: \$100

Type of Accessory Dwelling Unit Proposed:

- Attached to Principal Dwelling Unit
- Detached from Principal Dwelling Unit

Accessory Dwelling Unit - Design Requirements

- ___ 1. No more than one accessory dwelling unit may be created per residence in single family zones.
- ___ 2. An ADU may be proposed in either an existing or new single family dwelling.
- ___ 3. Detached ADUs must be on lots greater than 9600 square feet.
- ___ 4. Either the principal or accessory dwelling unit must be occupied by the owner at least six months of the year. The owner shall file a certification of owner-occupancy with the Town of Steilacoom prior to the issuance of the final ADU permit, and annually thereafter.
- ___ 5. In non-historic homes, the ADU may be up to 35% of the total square footage of the principal dwelling unit and ADU combined after modification, or 950 square feet, whichever is smaller. All ADUs must be at least 320 square feet.

- ___ 6. In historic homes, ADUs may be greater than 950 square feet, but shall not exceed 40% of the total square footage of the principal dwelling unit and ADU combined after modification.
- ___ 7. The design and size of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire and health codes.
- ___ 8. Homes with ADUs shall not exceed the allowable lot coverage or encroach into setback areas, as defined and required by the Steilacoom Municipal Code.
- ___ 9. The single family appearance and character of the dwelling shall be maintained when viewed from the surrounding neighborhood. Unless practically impossible, only one entrance to the residential structure may be located on any street side of the structure, provided that this limitation not result in the denial of this permit.
- ___ 10. One off-street parking space, in addition to the number of spaces required for a single family dwelling, must be provided.
- ___ 11. In order to encourage the development of housing units for people with physical challenges, the Town of Steilacoom may allow reasonable deviation from the stated standards and criteria.

I certify that I am the owner of the residence described above. I also certify that the information I have given is correct and that I now comply and will continue to comply with all the requirements listed in this permit.

Signed by Property Owner _____
Date _____

NOTE: Prior to the issuance of a final Accessory Dwelling Unit permit, applicants shall file with the Pierce County Auditor's Office a notarized recording notice in the form attached. Such notice shall provide a public record of the presence of the ADU, the requirement of owner-occupancy and other standards for maintaining the unit as described in Ordinance No. 1168.

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Please Do Not Write Below This Line

Date _____ Staff Name _____

- Denied: _____
- Preliminary Approval: _____
- Building Permit Issued: _____
- Final Approval: _____