



# Application Requirements

- Completed Second Dwelling Application Form
- Photographs
  - Existing primary and accessory structures on property
  - Views to adjoining properties from proposed secondary unit location
  - Front elevations of neighboring properties
- Plan sets must provide all information required for a planning permit submittal:  
Six copies of site plans on 24" by 36" paper or larger plus one drawing reduced to 11" by 17"
- Four copies of elevations on 24" by 36" paper or larger plus one drawing reduced to 11" by 17"
- Four copies of floor plans on 24" by 36" paper or larger plus one drawing reduced to 11" by 17"
- Title report with legal description
- \$3,484 Planning application fee (Consists of \$2,630 site plan review fee plus \$604 interdepartmental review fee plus \$250 covenant fee). All normal and customary building permit fees for the proposed secondary unit will also apply. Please note that as an example, building permit fees and other costs for a new second dwelling unit can range from \$7,800 or higher, depending on configuration.

**Incomplete applications will not be accepted.**

## Secondary Unit Criteria:

Prior to application, please be sure that your residential second unit proposal conforms to the following criteria. If you have any questions, please contact the Planning Division at (559) 621-8277.

**Applicable Districts:** R-A District, All R-1 Districts, and Planned Development districts using R-1 standards

<b>Minimum lot size:</b>	<b>Planned Density</b>	<b>Minimum Lot Size Required for Second Unit</b>
	Rural Density	57,600 sq. ft.
	Low Density	31,971 sq. ft.
	Medium Low Density	11,616 sq. ft.
	Medium Density	6,721 sq. ft.
	Medium High Density	3,840 sq. ft.
	High Density	1,604 sq. ft.

**Second unit size:** There are neither maximum nor minimum living area limitations for a second dwelling unit, other than as a result of the project meeting all property development standards of the district in which it is located and the density limitations.

**Required parking:** One covered (garage or carport) parking space for the existing dwelling, plus one covered parking space for a second dwelling unit with one bedroom plus one additional, covered or uncovered, parking space for two or more bedrooms in the second dwelling unit.

**Vehicular access:** If a second driveway is proposed from the street frontage of the subject lot, it shall be a "ribbon" type driveway (i.e. two parallel strips of pavement for tire travel with landscape between).

**Pedestrian access:** An all-weather surface path to the second dwelling unit shall be provided from the street frontage of the lot via a side yard area.

<b>Siting criteria:</b>	<b>Attached Units:</b>	<b>Detached Units:</b>
	<ul style="list-style-type: none"> <li>• Same development standards as primary structure</li> </ul>	<ul style="list-style-type: none"> <li>• Same development standards as primary structure</li> <li>• Minimum six feet from existing structures or 10 feet if there is an entry from one of the units to the space between</li> </ul>

**Design criteria:**

- Architecturally and visually compatible with the existing dwelling unit and neighboring uses
- Exterior colors, materials, windows, and landscaping to match existing house
- Roof pitch and form to match existing house

**Ownership:** A covenant shall be recorded in the Office of the County Recorder prior to occupancy of the second dwelling unit requiring that one of the dwelling units be occupied by the owner of record.

**PLEASE CALL THE APPLICATION ASSISTANCE CENTER AT (559) 621-8277 FOR AN APPLICATION APPOINTMENT.**