

# Attached Accessory Dwelling Unit Application

## Submittal Items

*Please include the following:*

- Application
- Two copies of a floor plan showing the area being used as an ADU.
- Any required building/construction plans
- A completed Concomitant Agreement & Affidavit of Residency for signature
- Review Fee: \$150

**Final approval** for an attached ADU will be issued upon demonstration all standards and criteria are met (including building approval) and copies have been provided of the Concomitant Agreement and Affidavit of Residency after they have been filed with the Pierce County Auditors.

*A detached ADU requires a Conditional Use Permit. See FMC 22.58.012.*



**THE CITY OF FIRCREST**

Planning and Building  
115 Ramsdell St Fircrest WA 98466  
253-564-8902  
www.cityoffircrest.net

Applicant Name:	
Contact Address:	
Phone:	Email:
Property Owners (if different):	

<b>Project Address:</b>	
Brief Description of Project:	
Parcel Number(s):	Zoning Designation:
Total Square Footage of House:	Area to be used as ADU (sf):
Will there be a separate entrance: <b>Y</b> <b>N</b> If yes, indicate on drawings.	
Will any changes be made to the exterior: <b>Y</b> <b>N</b> If yes, provide elevation drawings.	

<p>I certify that:</p> <p>I have read and agree to the concomitant agreement &amp; affidavit of residency.</p> <p>The design and size of the ADU will conform to all applicable standards, including building, plumbing, electrical, mechanical, fire, health, etc.</p> <p>Only one ADU will be created per principal unit.</p> <p>The property owner will occupy either the principal unit or the ADU as their permanent residence.</p> <p>The combined number of occupants in both the principal unit and ADU will not exceed the maximum number established in FMC 22.98.267.</p> <p>All of the information submitted in this application including any supplemental information is true and complete to the best of my knowledge and I acknowledge that willful misrepresentation of information will result in the cancellation of this permit application</p> <p>Signature: _____ Date: _____</p>
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## Chapter 22.58.012

### ACCESSORY DWELLING UNITS (ADUs)

The purpose is to provide homeowners with a means of obtaining rental income, companionship, security, and services and to add affordable units to the existing housing stock for people with income levels that might otherwise preclude them from finding homes within the city.

A detached ADU shall be processed as a conditional use, pursuant to Chapter 22.68 FMC and must meet the following standards and criteria:

- The design and size of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health, and any other applicable codes. When there are practical difficulties in carrying out the provisions of this subsection, the building official may grant modifications for individual cases provided the intent of the applicable code is met.
- Only one ADU may be created per principal unit.
- The property owner, which shall include title holders and contract purchasers, must occupy either the principal unit or the ADU as their permanent residence, but not both, and at no time receive rent for the owner-occupied unit.
- An ADU may be developed in either an existing or a new single-family residence.
- A detached ADU shall comply with accessory building size limits and related standards listed in FMC 22.58.003.
- A detached ADU shall use the same design vocabulary as the principal unit to the extent feasible.
- No additional off-street parking is required for an ADU unless the director determines that insufficient on-street parking will exist to satisfy parking demand in the neighborhood once the ADU has been occupied. Any additional off-street parking provided in conjunction with the ADU shall meet the guidelines of the chapter.
- In order to encourage the development of housing units for people with disabilities, the director may allow reasonable deviation from the requirements of this section when necessary to install features that facilitate accessibility. These facilities shall conform to Washington State regulations for barrier-free facilities.
- An ADU shall be connected to the utilities of the principal unit and may not have separate water, and sewer services.
- The total number of occupants in both the principal unit and ADU combined may not exceed the maximum number established by the definition of family in FMC 22.98.267.
- A registration form or other forms required by the director shall be filed as a deed restriction with the Pierce County auditor to indicate the presence of the ADU, the requirement of owner-occupancy, and other standards for maintaining the unit as described above.