

New ADU Regulations

This is a summary of the main requirements. For full regulations, please read the [ADU ordinance](#).

Internal (conversion of Existing Interior Space – see definition)

Location	Any zone, any parcel size. Non-Residential zones require ASCC review.
Size	1,200 SF or less: Ministerial Review. 1,201-1,700 SF: Staff Discretionary Review.
Parking	None required.
Setbacks	Sufficient for fire safety.
Sprinklers	Not required if sprinklers are not required for the main residence.
Other	See also: Provisions Applying to All ADUs on next page.

External

Location	Lots smaller than one acre on a cul-de-sac or with a single point of ingress/egress: Call Planning Staff to find out if you may build an ADU. Lots 1.0 acres or larger: any zone, any parcel size. Non-Residential zones require ASCC review.
Size	Lots 3.5 acres or less, 1,200 SF max. Lots over 3.5 acres, 1,500 SF max where one ADU is present. Where two ADUs are present, external ADU must be 1,200 SF max. ADU floor area limited to 50% of main building floor area.
Height	Up to 18' vertical/24' max height: ministerial review. Taller than 18'/24' (where allowed by zoning): Staff Discretionary Review.
Parking	1 dedicated space required (may be un/covered, in setback, and/or tandem). Exception: Parcels 1.0 acres or greater, ADU parking may be shared, or overlap, with one guest space (property must be compliant with current parking requirements).
Other	See also: Provisions Applying to All ADUs on next page.



Provisions Applying to All ADUs

- Number** Lots 3.5 acres or less, one ADU allowed.
Lots over 3.5 acres, two ADUs allowed (one must be internal, one must be detached).
Where two ADUs are present, external ADU must be 1,200 SF max.
- Basements** Full basements do not count as floor area. Basements holding ADUs or which are under ADUs & connected internally count toward ADU size maximums.
- 2nd Address** Allowed. Required where second driveway is approved.
Letter “A” added to address.
- Utilities** Group with existing utilities where feasible. Undergrounding may be required.
- Materials** Light Reflectivity Values of 40% for siding; 50% for trim and roof.
ADU materials not matching existing building require Staff Discretionary Review.
- Landscaping** As described in Town’s Landscaping Design Guidelines.
- Lighting** As described in Outdoor Lighting Ordinance (PVMC 18.36.040.A.8.).
- Setbacks** Conversion of existing garage to ADU: no setback required.
ADU above existing garage: five foot (5’) setback required.
- Permits** Soil movement, tree removal, septic system work may require additional permits.

Ongoing Requirements – for life of ADU

ADU may not be sold separately.

Property owner must occupy either main building or ADU; other unit may be rented.

No short term rentals for less than 30 days.

Application Types

Ministerial: Apply for a building permit. Verify with Planning Staff before applying.

Discretionary: Apply for a planning permit (separate from and before a building permit). Includes plan application form & fee, plan submittal, noticing, public comment, review, findings of approval, and conditions of approval.

Staff Discretionary Review: Review at a staff level, with involvement of one ASCC member.

ASCC Review: Review by full Commission, at a public meeting.

