

Portola Valley Accessory Dwelling Unit (ADU) Standards

STANDARDS	
Zones allowed	All residential zones
Lot restrictions	None
Minimum lot size	None
Min / Max ADU size	Min: None Max for External ADUs: 1,200 sf Max for Internal ADUs: 1,700 sf
ADU building height	28 feet
Setbacks	Varies depending on zoning district and size of the parcel
Parking requirements	Internal ADUs: None External ADUs: One parking spot is required but may be shared with primary unit on parcels 1 acre or greater. Tandem parking and parking in setbacks are allowed.
Owner occupancy	Owner must live in the main dwelling or the ADU. Short-term rentals are not allowed.
Sample fees*	ADU 1 (800 sf, detached): \$14,048 ADU 2 (500 sf, garage conversion): \$8,839
Other requirements	<ul style="list-style-type: none"> Second Addresses allowed ADUs must comply with all requirements of the underlying zoning district Existing buildings and ADU(s) cannot exceed the total amount of allowable floor area or impervious surface for the parcel If the primary dwelling has sprinklers, the ADU must have sprinklers Single family lots with 3.5+ acres can have two ADUs, otherwise only one ADU is allowed
Process	<p>There are three review levels:</p> <ul style="list-style-type: none"> Ministerial Review - up to 1,200 sf that comply with certain design requirements. Staff Discretionary Review - Multiple design related issues requiring discretionary review. ASCC Review - Special review needed, such as historic, second driveway or non-residential zone. <p>Making an appointment to meet with a planner in the initial stages of the project can help avoid challenges and is highly recommended.</p>
Exceptions	Some parcels under 1 acre may not qualify for ADUs based on location and fire safety requirements.
INFORMATION	
Contact	Dylan Parker, Assistant Planner 650-851-1700 x 230. dparker@portolavalley.net
Website	https://www.portolavalley.net/building-planning/planning-for-housing-in-portola-valley
ADU Ordinance	https://www.portolavalley.net/home/showdocument?id=12679

New laws were passed recently, and updates will be coming soon

*Disclaimer: standards and process may vary. Consultation with the contact is recommended before starting any project.
Fees are specific to each project and will vary. Fees change regularly. These are provided as examples only.