Regional and Local Context

Land Use

Economy

State Law

Political Will

AB 2299 / SB 1069
Best Practice Research
Focus Groups, Interviews, and Surveys
Insights

- **Certainty** - The lack of good information is paralyzing. People don’t want surprises.

- **Allies** - People want a friend at city hall.

- **Quality Professionals** – Supporting/developing a cadre of professionals with expertise is important.

- **Personal Involvement** – Second Units are a personal project and homeowners are often very involved in the process.
Second Units Center Website

www.secondunitcenterSMC.org
Belmont Accessory Dwelling Unit (ADU) Standards

STANDARDS

- Zones allowed: All residential zones (R-1-S, HRO, PD)
- Lot restrictions: None
- Minimum lot size: None
- Min / Max ADU size: Min: None
- Max attached: lesser of 50% of primary dwelling or 800 sf
- Max detached: 800 sf
- ADU building height: Attached: 28 feet
- Detached: 15 feet
- Over garage: 17-20 feet (dependent on roof style)
- Setbacks: 5 feet rear and side
- Parking requirements: No parking required but, if provided, can be tandem
- Owner occupancy: Owner must live in the main dwelling or the ADU

Sample fees from recently built projects:
- ADU 1 (584 sf, attached): $6,734
- ADU 2 (416 sf, attached): $3,404
- ADU 3 (285 sf, attached, unskd): $3,399

Other requirements:
- Sprinklers for fire safety are required if the ADU results in a 50% increase in the original size of the residence or a combination of increase in size and remodeling impacted 50% of the original square footage. The state building code requires sprinklers for all new construction.
- All projects removing trees are subject to the Belmont Tree Ordinance.
- A restrictive covenant must be recorded on the deed prior to finalizing the building permit and issuance of occupancy.
- ADUs are not allowed in front of the primary dwelling unless the structure is already in front of the primary residence.
- Only one ADU per property is allowed.
- ADUs are not allowed on sites with multifamily dwellings.
- ADUs must comply with all requirements of the underlying zoning district.

Process:
- Building permit review required; no design review of ADU is required, even if ADU is part of a larger project. Making an appointment to meet with a planner in the initial stages of the project can help avoid challenges and is highly recommended.

Exceptions: None

INFORMATION

- Contact: Planner on Duty - 650.393.7478
- Website: http://www.belmont.gov/city-hall/community-development/planning-and-zoning/accessory-dwelling-units-adus
- ADU Ordinance: www.belmont.gov/home/showdocument?id=15642

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.

Jurisdiction Standards Summaries
SECOND UNIT inspiration

Granny flat, in-law suite, accessory dwelling unit (ADU), converted garage, backyard cottage, basement apartment - whatever you call it, get inspired to build one in San Mateo County!
embracing change

When Surinder and her husband looked out at their yard, they saw opportunity, not the flowering kind.

With their kids away at college, they felt the gorgeous garden next to their home in the Menlo Oaks neighborhood could be transformed into an income-generating second unit. But Surinder was uneasy about giving up the garden as well as sharing their lot with people they didn’t know.

Those concerns could have dashed the project before it began.

Luckily, Surinder owns a design firm, SDK Design, and knew a well-crafted building could complement their yard and respect everyone’s privacy. Now she can gaze out at a beautiful, contemporary two-bedroom, two-bath unit with an office that blends seamlessly with the postcard-perfect surroundings. What she didn’t realize was having close neighbors could be a positive. It provides peace of mind knowing that their tenants are nearby to keep an eye on their house when they are away.

Today, they have had no problem renting out the second unit as it’s ideally located near major employers. They are on their second set of tenants; the first moved out only because they were expecting a child and wanted to be closer to family.

And for Surinder, who initially was hesitant about having tenants in their space, she now embraces sharing their property. She long ago dropped plans to build a fence around the second unit. “It’s really important for the tenants to know we are co-existing together. It’s been really wonderful.”

<table>
<thead>
<tr>
<th>Unit Specifics</th>
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<tbody>
<tr>
<td>Unit Type</td>
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<tr>
<td>Bedrooms</td>
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<tr>
<td>Bathrooms</td>
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<td>Square feet</td>
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<tr>
<td>Year built</td>
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<tr>
<td>Construction</td>
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<tr>
<td>Total Cost</td>
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<td>Jurisdiction</td>
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<td>Neighborhood</td>
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<td>Designer</td>
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<td>Builder</td>
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<td>Use</td>
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Workbook

SECOND UNIT workbook

A tool for homeowners considering building a second unit in San Mateo County
Workbook (draft)

Goals
- Step by step guide
- User friendly
- Interactive
- Informational

Outline
- Getting Started
- Design
- Budgeting and Finance
- Permitting and Approvals
- Construction
- Move In
Goals and Concerns

Before you begin, it is important to know why you are building a second unit. Think about both your short-term needs and your long-term goals. One of the benefits of a second unit is that it can adapt to your situation as it changes over time. At first it might be rented for income, then it might turn into a children’s playroom, and eventually it might house aging parents or yourselves.

It is also important to think about concerns. Ways to address these potential challenges are explored in this workbook. It is good to list concerns early in the process to make sure they are addressed.

What are some of your overall goals for building a second unit?

Goals

<table>
<thead>
<tr>
<th>Short Term</th>
<th>Long Term</th>
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<tbody>
<tr>
<td>• Rental income</td>
<td>• Housing for a family member</td>
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<td>• Helping out the community (i.e. housing a teacher)</td>
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<tr>
<td>• Housing for someone with special needs</td>
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<td>• Planning for retirement</td>
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<td>• Increased resale value</td>
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<tr>
<td>• Downsizing/moving into the second unit</td>
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<tr>
<td>• Housing domestic help (au pair, etc.)</td>
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<tr>
<td>• Help with chores or to watch over things when I am away</td>
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</tbody>
</table>

Concerns

• Cost
• Difficulty of approval and/or construction
• Privacy
• Challenges of renting and managing the second unit
• Increase in property or other taxes
• Other concerns

Second Unit Vision

There will likely be challenges along the way. To stay motivated, some people find it helpful to write down why they are building their second unit, such as “Take the kids to Disneyland every year” or “Make sure my mom has a safe place to live.” If you think it would be helpful, use this space to write a sentence or two to express your goals. Feel free to cut it out and paste it somewhere you will see it.

My second unit will allow me to:
Second Unit Calculator (draft)

http://secondunitcentersmc.org/calculator/