
ACCESSORY DWELLING UNITS

Information and Submittal Forms



Interior



Attached



Detached

CITY OF
REEDLEY

OCTOBER 2023

Understanding ADUs | Definition and Types

An Accessory Dwelling Unit (ADU) is a size-restricted residential dwelling unit which provides complete independent living facilities for one or more persons.



An ADU is located on a lot zoned to allow single family or multifamily dwelling residential use and includes an existing or proposed dwelling. An ADU is either:

- Located within the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure; or
- Attached to the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure; or
- Detached from the existing or proposed primary dwelling and located on the same lot as the proposed or existing primary dwelling.



An ADU shall include permanent provisions for living sleeping, eating, cooking, and sanitation on the same parcel as the single family or multifamily dwelling is or will be situated.¹ An exterior entrance into the ADU separate from the primary dwelling unit is also required.

¹ 10-60-2: Definitions, Ordinance No. 2018-003.

Adopted ordinances and the Reedley Municipal Code can be viewed on the City of Reedley's website at <https://reedley.ca.gov/>

ADUs – New Construction or Extension of Existing Living Area | Detached & Attached

The ADU is an independent residential unit that is completely detached from the primary dwelling unit.

- Must not exceed 1,200 square feet of living area
(Garage for ADU is not considered living area)
- ✓ Requires Building Permit and Site Plan Review
- ✓ Development impact fees apply if 750+ SF
- ✓ Efficiency units¹ or manufactured homes² are acceptable for ADUs
- ✓ Separate utility meters are required; separate utility connections may be required
- ✓ Side yard setback: 4 feet
- ✓ Rear yard setback: 4 feet
- ✓ Distance between buildings/structures: 10 feet
- ✓ Parking spaces required: 1 space for 1+BR
 - ✓ Tandem parking is permitted
 - ✗ Covered Parking is not required



The ADU is an independent residential unit that shares one or more walls with the primary dwelling unit.

- Limited to 50% on the existing living area
(Garage for ADU is not considered living area)
- ✓ Requires Building Permit and Site Plan Review
- ✓ Development impact fees apply if 750+ SF
- ✓ Efficiency units¹ are acceptable for ADUs
- ✓ Separate utility meters are required; separate utility connections may be required
- ✓ Side yard setback: 4 feet
- ✓ Rear yard setback: 4 feet
- ✓ Parking spaces required: 1 space for 1+BR
 - ✓ Tandem parking is permitted
 - ✗ Covered Parking is not required



¹Efficiency Unit – has the same meaning as defined in Health and Safety Code §17958.1

²Manufactured home – defined in Health and Safety Code §18007

ADUs within an Existing Dwelling | Internal & conversion

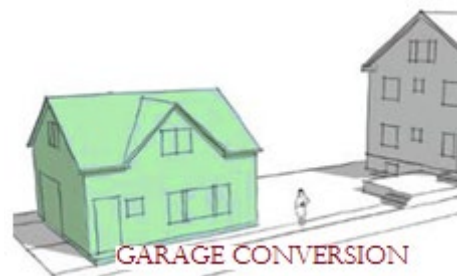
A section of the existing structure is converted to an independent residential unit. (e.g. master bedroom)

- ✓ Requires Building Permit
- ✓ May require fire sprinklers if necessary
- ✓ Up to 150 square foot expansion allowed to accommodate for ingress/egress to ADU
- * Site plan review is not required
- * Additional parking is not required
- * Setbacks are not required
- * Separate utility connections are not required
- * Development Impact Fees do not apply



The garage, carport, or covered parking structure is converted to an independent residential unit.

- ✓ Requires Building Permit
- ✓ Up to 150 square foot expansion allowed to accommodate for ingress/egress to ADU
- ✓ Replacement of converted parking is encouraged, but not required (uncovered and/or tandem spaces permitted)
- * Site plan review is not required
- * Additional parking for ADU is not required
- * Setbacks are not required
- * Separate utility connections are not required
- * Development Impact Fees do not apply



Frequently Asked Questions | ¿?

What is the difference between Guest Quarters and an Accessory Dwelling Unit (ADU)?

Guest Quarters and Accessory Dwelling Units are both accessory buildings/uses that provide sleeping or living accommodations and are located on the same parcel as an existing primary building/residence.

Guest Quarters do not have kitchen facilities and are not considered separate dwelling units, therefore they cannot be legally rented.

An Accessory Dwelling Unit has kitchen facilities (specifically a stove), and can be rented or otherwise used as a separate dwelling unit.

What are the size restrictions of an ADU?

For detached ADUs, the maximum size allowed is 1,200 square feet of living area. For ADUs attached to the existing dwelling, the maximum size is limited to 50% of the space of the existing living area. A garage for the ADU would not count as living area.

An ADU created through conversion of area within an existing dwelling shall match the existing square footage of the area to be converted, however the interior floor plan within that area can be redesigned, and up to 150 square feet can be added if it is accommodating ingress/egress into the ADU.

Does the Property Owner have to live in one of the units?

No, the owner of the property does not have to live in either the primary unit or the ADU. This provision is subject to change effective January 1, 2025.

Can I rent my ADU?

Yes, an ADU can be considered a rental unit that can provide additional income if the term is longer than 30 days. However, the ADU cannot be used for rentals shorter than 30 days. Prior to building permit issuance of the ADU, the property owner shall record an Occupancy Restrictive Covenant on the property stating as such.

Can I sell my ADU?

Subdivisions of lots are not allowed, unless all requirements of the city's zoning and subdivision regulations are met. Prior to building permit issuance of the ADU, the property owner shall record an Occupancy Restrictive Covenant on the property stating as such.

What are the fees involved for an ADU created through New Construction or Expansion of an Existing Dwelling Unit?

Site Plan Review

A Site Plan Review Permit Application is required prior to submittal of a building permit. The application fee is \$400.00¹.

Building, Plumbing, Mechanical and Electrical Permit Fees¹:

Will vary between \$2,000.00 and \$5,000.00 depending on the square footage of the unit and if the unit is a conversion of existing living area, an addition or a detached unit.

Note: A non-manufactured, detached ADU created through new construction is subject to Title 24 of the Building Energy Efficiency Standards and may require a Photovoltaic (PV) system (a.k.a. solar panels) for the ADU.

Development Impact Fees (DIFs)¹

Development Impact Fees do not apply if the ADU created through new construction is less than 750 square feet.

Development Impact Fees apply if the ADU created through new construction is 750 SF or larger.

The following Development Impact Fees are paid with the building, plumbing, mechanical and electrical permit fees at the time of building permit issuance:

Development Impact Fee Breakdown: ADUs (New Construction)¹

| Infrastructure Service Type: | Expansion Area | Infill Area (Current City Limits) | City Center (Downtown) |
|---------------------------------------|-------------------|-----------------------------------|------------------------|
| Transportation Facilities | \$1,465.89 | \$1,099.41 | \$735.61 |
| Law Enforcement Facilities | \$32.47 | \$24.36 | \$16.24 |
| Fire Facilities | \$284.75 | \$213.57 | \$142.37 |
| General Government Facilities | \$18.69 | \$14.01 | \$9.34 |
| Storm Drain Facilities | \$909.42 | \$682.06 | \$454.70 |
| Wastewater Facilities | \$631.80 | \$473.86 | \$315.90 |
| Water Facilities | \$662.18 | \$496.63 | \$331.09 |
| Parks and Recreational Facilities | \$1,761.34 | \$1,321.01 | \$880.68 |
| Total Development Impact Fees: | \$5,766.54 | \$4,324.91 | \$2,885.93 |

¹ All fees are based on information available to the City of Reedley Community Development Department at the time this packet was created and are subject to change upon modification or amendments to the Master Fee Schedule, which is reviewed by the City Council annually.

Kings Canyon Unified School District Impact Fees:

\$4.79 per square foot of newly created living unit area. Example: For a 1,200 square foot detached unit the fee would be \$4,896.00. The fee amount shall be verified by and paid to the Kings Canyon Unified School District before the Building Permit is issued.

Regional Transportation Mitigation Fee:

\$2,118.00. The fee amount shall be verified by and paid to Fresno Council of Governments before the Certificate of Occupancy for the accessory dwelling unit can be issued.

Separate Utility Connections and/or Meters (Water, Sewer, Gas, Electricity)

Accessory Dwelling Units are required to have their own water meters. The permit fees to install separate meters are included in the Building, Plumbing, Mechanical and Electrical Permit Fees estimate above.

There is an option to tie into water and sewer service lines that currently exist on the property unless the service lines are determined to be inadequate. If the existing lines to the existing house are inadequate to additionally serve the ADU, and a new service line is needed from the City's main water or sewer lines, the cost to have this installed can be \$2,000.00 to \$3,000.00 per line. You will need to get cost estimates from State Licensed Plumbing Contractors.

Please note that if the same water line that serves the primary dwelling unit is used for the ADU, there may be changes in the existing water pressure of the primary dwelling unit.

It is up to the applicant to contact PG&E and SoCal Gas Company to determine whether separate electric and gas meters are required for an ADU. Additionally there may also be charges from PG&E and the SoCal Gas to install electrical and gas meters.

If the primary residential unit is served with a private sewage disposal system, the applicant must seek the approval from the Reedley Public Works Director and the Fresno County Health Department.

Property Drainage Pattern Subject to Change

Please note that additional permeable surfaces added to your property, such as an ADU and paved parking spaces, may change the drainage pattern on your property and cause standing water to form after storm events. It is recommended to redesign your drainage system during the ADU process. You are not allowed to direct water onto sidewalk, driveways, alleys, or your neighbors' property.

Fire Sprinklers

Fire Sprinklers are required for the ADU if they were/are required for the primary dwelling unit. The cost of having fire sprinklers installed will vary greatly depending on the type of ADU; however it can be several thousand dollars. You will need to get cost estimates from State Licensed Fire Protection Contractors.

What are the fees involved for an ADU created through Conversion of an Existing Dwelling?

Site Plan Review Permit

A Site Plan Review Permit Application is not required; only a Building Permit is required.

Building, Plumbing, Mechanical and Electrical Permit Fees¹:

Will vary between \$1,000.00 and \$2,600.00 depending on the square footage of the unit.

Development Impact Fees (DIFs)¹

Development Impact Fees are not required pursuant to State law.

Separate Utility Connections (Water, Sewer, Gas, Electricity)

Separate utility connections/meters are not required pursuant to State law.

If the primary residential unit is served with a private sewage disposal system, the applicant must seek the approval from the Reedley Public Works Director and the Fresno County Health Department.

Fire Sprinklers

Fire Sprinklers are not required for the ADU if they were not required for the primary dwelling unit pursuant to State law. The cost of having fire sprinklers installed will vary greatly depending on the type of ADU; however it can be several thousand dollars. You will need to get cost estimates from State Licensed Fire Protection Contractors.

Kings Canyon Unified School District (KCUSD) Impact Fees:

\$4.79 per square foot of newly created living unit area. Example: For a 1,200 square foot detached unit the fee would be \$5,748.00. The fee amount shall be verified by and paid to the School District before the Building Permit is issued.

Regional Transportation Mitigation Fee (RTMF):

\$2,118.00. The fee amount shall be verified by and paid to Fresno Council of Governments before the Certificate of Occupancy for the accessory dwelling unit can be issued.

¹ All fees are based on information available to the City of Reedley Community Development Department at the time this brochure was created and are subject to change upon modification or amendments to the Master Fee Schedule, which is reviewed by the City Council annually.

Contact Information |


Planning Division

LAURA FRIESEN

Assistant Planner

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF REEDLEY

1733 9TH STREET REEDLEY, CA 93654


 (559) 637-4200 x 202

 laura.friesen@reedley.ca.gov

Building Division

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF REEDLEY

1733 9TH STREET REEDLEY, CA 93654

 (559) 637-4200 x 225

 buildingdept@reedley.ca.gov

Further Information and WEBSITES

COMMUNITY DEVELOPMENT DEPARTMENT

Department information and library: maps, applications, etc.

<https://reedley.ca.gov/community-development-department/community-development-library/>

Building Division information: applications, inspection request procedure, plan submittal requirements, etc.

<https://reedley.ca.gov/community-development-department/building-division/>

CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Updates to State law, resources, and additional guidance

<https://www.hcd.ca.gov/policy-research/AccessoryDwellingUnits.shtml>

ADU Submittal Guidelines

Before starting the application process, we recommend that you call [(559)637-4200 Ext. 222] or e-mail ellen.moore@reedley.ca.gov or visit the Community Development Department [1733 Ninth Street Reedley, CA 93654] for more information on policies and regulations which may affect your project. Your application must be submitted to the Community Development Department Applications shall be reviewed ministerially for compliance with the requirements stated in the city zoning ordinance as pertaining to ADU construction. State law requires that staff determines whether the application is complete within thirty (30) days from submittal. **Applications submitted without the required information may result in the application being deemed incomplete and processing suspended.** Once an application is deemed complete, the processing of the application takes up to 60 days.

Parcel Information

Can be obtained from the Community Development Department, Planning Division.

My APN Number is:

My Address is:

My Proposed ADU is being created through:

☐ Conversion of Existing Living Area, Garage, or
Accessory Structure

☐ New Construction or Expansion/Addition

Number of Bedrooms: Number of Bathrooms:

My Parcel is zoned:

My Setback, Height, and Parking requirements are:

Front Yard Minimum: Feet

Rear Yard Minimum: Feet

Side Yard Minimum: Feet

Building Height Maximum: Feet

Distance Between Buildings: Feet

Additional Parking Required for ADU: Spaces

My existing/proposed home on the property:

☐ has fire sprinklers ☐ does not have fire sprinklers

Submit the following:

☒ **One (1) copy of the completed application packet, including:**

ADU Submittal Checklist

Signed ADU Declaration

Site Plan Review Application

(Site Plan, Floor Plan, and Elevations
Required for New Construction)

Preliminary Title Report

(obtained from a title company)

☒ **Pay applicable fees**

(Refer to the City of Reedley Master Fee
Schedule)

If the ADU is approved by the Planning Division or is a Conversion:

☒ **Submit applicable building
plans:**

(Specific items and requirements for the
Plans listed below may be obtained from
the Building Department)

Plot Plan (3 Sets)

Floor Plan (3 Sets)

Foundation Plan (2 Sets)

Framing Plan (2 Sets)

Energy Conservation [Title 24]
(2 Sets)