



City of Clyde Hill Guide to ACCESSORY DWELLING UNITS

This document provides information about accessory dwelling units in the City of Clyde Hill. For specific requirements, see Chapter 17.39 of the Clyde Hill Municipal Code. (www.codepublishing.com/WA/ClydeHill/)

What is an Accessory Dwelling Unit?

Some people have a separate living space on the same lot as their single-family dwelling. These may be attached to the single-family dwelling or detached on the same lot. These are often referred to as "mother-in-law apartments." In Clyde Hill these types of units are called accessory dwelling units (ADUs).

Do I need to get a permit for an ADU?

YES...ADUs are regulated under Chapter 17.39 of the Municipal Code. A permit is required to verify that the unit meets the code requirements. ADUs must also be registered with King County.

I think I already have an Accessory Dwelling Unit, do I need to get a permit?

YES...You may have an ADU that was in place before the adoption of the City's ADU regulations. The Building Official is available to help you determine if you have an ADU and how to bring it into compliance with current code.

What are the requirements of an Accessory Dwelling Unit?

- A. Up to two ADUs may be created for each property. Only properties that meet minimum lot size requirements may build an ADU. However, lots that do not meet minimum requirements may construct a cottage (see the Cottage Housing Guide).
- B. ADUs may be attached or detached from the primary, single-family dwelling.
- C. ADUs must meet the requirements of all other applicable codes (e.g., building, fire, electrical, plumbing, zoning...)
- D. You must obtain a certification from the Bellevue Utilities Department to assure that the water supply and sewage disposal facilities are adequate to serve the unit.
- E. Each ADU may not exceed 1,000 square feet of gross floor area. Gross floor area is the interior habitable space of the dwelling unit, including basements and attics. It does not include the non-habitable spaces such as garages or accessory storage sheds.

- F. ADUs must provide the following number of off-street parking, depending on the lot size and location:

Lot size/ location	Off-street parking minimum
Lot size >6,000 square feet	2 spaces per unit
Lot size <6,000 square feet	1 space per unit
Exception: Lots within 0.5 walking distance from a major transit stop (See RCW 36.70A.696).	No minimum

- G. An attached garage may be converted into an ADU only if the same number of off-street parking spaces on the property at the time of application for the ADU is maintained.
- H. The ADU must have a separate numbered address as established by the City.
- I. The reduced rear yard setback requirements for accessory buildings (17.16.060) does not apply to ADUs. If you have an existing structure that doesn't meet setback or lot coverage limits, you can still convert it into an ADU. However, the ADU must meet all other zoning, size, and height standards.

How can I apply for an Accessory Dwelling Unit permit?

If the ADU is not yet built, a building permit is required in addition to an ADU application. To bring an existing unit into compliance, submit an ADU application. Upon receipt of a complete ADU application, the Building Official will inspect the unit to determine code compliance. After approval of the unit an ADU Registration Certificate must be registered with the County to indicate the presence of an ADU on the property.

What if I don't want an ADU registered in my home anymore?

To cancel the registration of an ADU, the property owner must complete a cancellation certificate. The cancellation of registration certificate must be recorded in the County to confirm that the residence has reverted to a one-family dwelling unit. The property owner is responsible to pay all recording and filing fees attributable to the cancellation of the registration.

Can I sell an ADU as a separate unit or condo?

YES...You may apply for a Unit Lot Subdivision to sell an ADU as a separate unit. See CHMC 16.12.100 for the requirements.