

# WHAT IS AN ACCESSORY DWELLING UNIT (ADU)?

An Accessory Dwelling Unit (ADU) is a small attached/detached fully separated living unit having its own kitchen, bathroom, and bedroom. Sometimes called a 'Grannyflat' or Mother-in-law suite, this housing type is not entirely new but has become more popular in the past several years.



Attached



Detached (Stand Alone)



Above Garage

## ADU STANDARDS SUMMARY

For a complete list of standards view the *City of Portage Code of Ordinances Sec. 42-184. - Accessory dwelling units.*

- » Only one (1) ADU is permitted per lot
- » An ADU may only be permitted on same lot with a single-family house
- » The general size limits for an ADU is 500 - 900 square feet
- » An ADU must be built on property zoned R-1A, R-1B, R-1C, or R-1D One-Family Residential
- » An ADU must be an efficiency, one-bedroom, or two-bedroom unit
- » An ADU shall be furnished with its own kitchen, full bathroom, and sleeping area
- » Certain yard setbacks and lot coverage maximums of the underlying zoning district apply
- » A Certificate of Occupancy is required for an ADU
- » An ADU shall not exceed the height of the principal house, unless approved by Planning Commission
- » An ADU must meet building code and be connected to a permanent foundation and utilities
- » The Exterior design of an ADU shall be compatible with existing residences
- » Tiny houses, manufacture homes, RVs, or similar are not considered ADUs

## ADU PERMIT PROCESS

In most cases, an ADU can simply be applied for and approved through the building permit process by submitting the following documents and fee (summarized):

- » Plot plan showing all existing and proposed structures on the property; setbacks from all property lines and structures; parking, driveway areas; elevations, etc.
- » Building plans showing floor plans identifying all rooms, elevations, square footage; any connecting walls/floor to the main house; windows, doors, porches, walls, and other exterior features.
- » A Deed Restriction by the owner of record designating that one of the two dwelling units will be occupied by the property owner, and that the ADU cannot be sold separate from the principal residential unit.
- » An affidavit signed by the owner consenting to all ADU standards in ordinance.

## ACCESSORY DWELLING UNIT FAQ

### Can I build an ADU above the detached garage/pole barn?

Yes, if the new total height will not exceed the height of the primary house and the structure can meet Building Codes. However, if the new total height will exceed the height of the primary house, approval by the Planning Commission will be required for review of any neighborhood impacts.

### Do ADUs Have to meet setback distances?

Yes. Typically, 8 - 12 feet from side and back property lines. Please call Zoning to check exact distances.

### Won't ADUs create parking problems in neighborhoods and around the lakes?

No. All ADUs must have at least one on-premise parking space on an improved surface.

### Can my grown child live in the ADU?

Yes.

### Can I build several ADUs on a single lot and rent them out?

No. Only one ADU on a single lot is allowed. An ADU may be rented but only long-term (more than 30 days).

## CITY OF PORTAGE CONTACTS

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