



CITY COUNCIL PUBLIC HEARING

UPDATED ADU ORDINANCE INTRODUCTION

FEBRUARY 22, 2022

ADU ORDINANCE BACKGROUND

- **March/April 2021** – Consideration of an Interim ADU Ordinance (not adopted)
- **June/July 2021** – ADU Community Workshops and Online Survey
- **August 24, 2021** – Planning Commission Public Hearing on Draft ADU Ordinance
 - Recommended approval to City Council w/amendments
- **September 7, 2021** – City Council Study Session on Draft ADU Ordinance
 - Provided direction and requested additional information

COMMUNITY OUTREACH EFFORTS

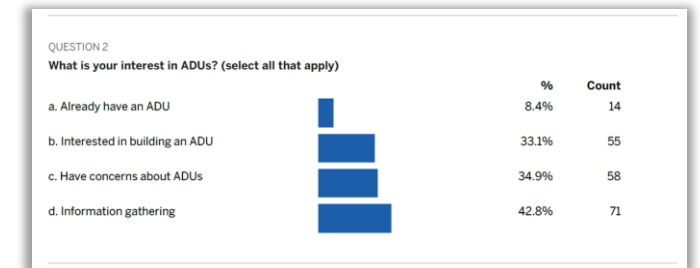
- **Community Workshop Events**

- Held on June 24th and 26th
- 65 total attendees (combined)



- **Online Community Survey**

- Survey ran from July 15th to August 22nd
- Sent to more than 2,850 email addresses
- 233 completed surveys



PLANNING COMMISSION MEETING

- Recommended Approval with the following modifications:
 - Increase the maximum allowable size for JADUs to 650 sq ft
 - Remove ADU size limit and allow a lot's remaining floor area ratio (FAR) to govern the size
 - Modify the objective design standards for second-story windows, balconies, and decks
 - Eliminate the owner-occupancy requirement for ADUs after 2024
 - Incentives for ADU construction that exceeds the City's REACH codes
- Additional recommendations:
 - Consider removing the R1/R2 daylight plane requirements on ADUs
 - Provide a graphic study to examine the impacts of a daylight plane on two-story ADUs built at or near the side yard setback

CITY COUNCIL STUDY SESSION

- Majority expressed support for:
 - Maximum JADU size limit of 650 sq ft
 - Allowing a lot's remaining floor area ratio (FAR) to govern the max size of an ADU
 - Refining the code language related to second-story decks and balconies to allow them in certain instances
- No recommendation on Height Limit and Daylight Plane
 - Requested additional graphics to illustrate how the daylight plane would affect two-story ADUs of various heights and roof designs

ADU PERMITTING DATA

Year	Applications Submitted	Permits Issued
2017	15	4
2018	38	22
2019	56	44
2020	91	47
2021	83*	66

** 26 were issued permits and 57 are under review/ready to issue*

ADU PERMIT DATA 2020/2021

- 174 ADU applications
 - Avg size 400-700 sq ft
 - Most for detached ADUs
- Two-story ADUs
 - 18 applications
 - 7 attached and 11 detached
 - 10 permits issued; 4 finalized
 - Two have exterior stairs
 - One deck - 250 sq ft



DISCUSSION TOPICS

- Ordinance Overview
- Height and Daylight Plane Graphic Study
- Size Limits
- Two-Story ADUs
 - Privacy
 - Decks
- Alternative Discretionary Review Process

PROPOSED ADU ORDINANCE

- ADU and JADU allowed on any lot with a single-family dwelling
- Allows “By-Right” ADUs – up to 800 sq ft size (*FAR exempt*)
- Four-foot side and rear setbacks; front yard setback can be enforced
- Design Standards
 - Attached ADUs architecturally compatible with the existing dwelling/structure
 - Offset windows from neighbor's windows to maximize privacy
- Allow ADUs in multi-family buildings as permitted by State Law
 - Convert non-habitable space into ADU(s) and up to two new detached ADUs
- Updated JADU standards consistent with State Law

PARKING REQUIREMENTS

- One (1) off-street parking space per ADU
- No parking required for a JADU or ADU converted from (E) floor area
- Replacement parking not required for garage/carport conversions
- Off-street parking exemptions:
 - Located within one-half mile walking distance of public transit
 - Located within an architecturally and historically significant historic district
 - When on-street parking permits are required but not offered to ADU occupant
 - When within one block of a car share vehicle

PARKING REQUIREMENTS

- ADU/JADU Parking Off-Street Parking Allowances
 - Up to one new voluntary parking space per ADU/JADU
 - Parking in paved setback areas
 - Existing driveway can be maintained when garage converted
 - Driveway width for single-car garage can be expanded to 20 feet
 - Tandem parking allowed

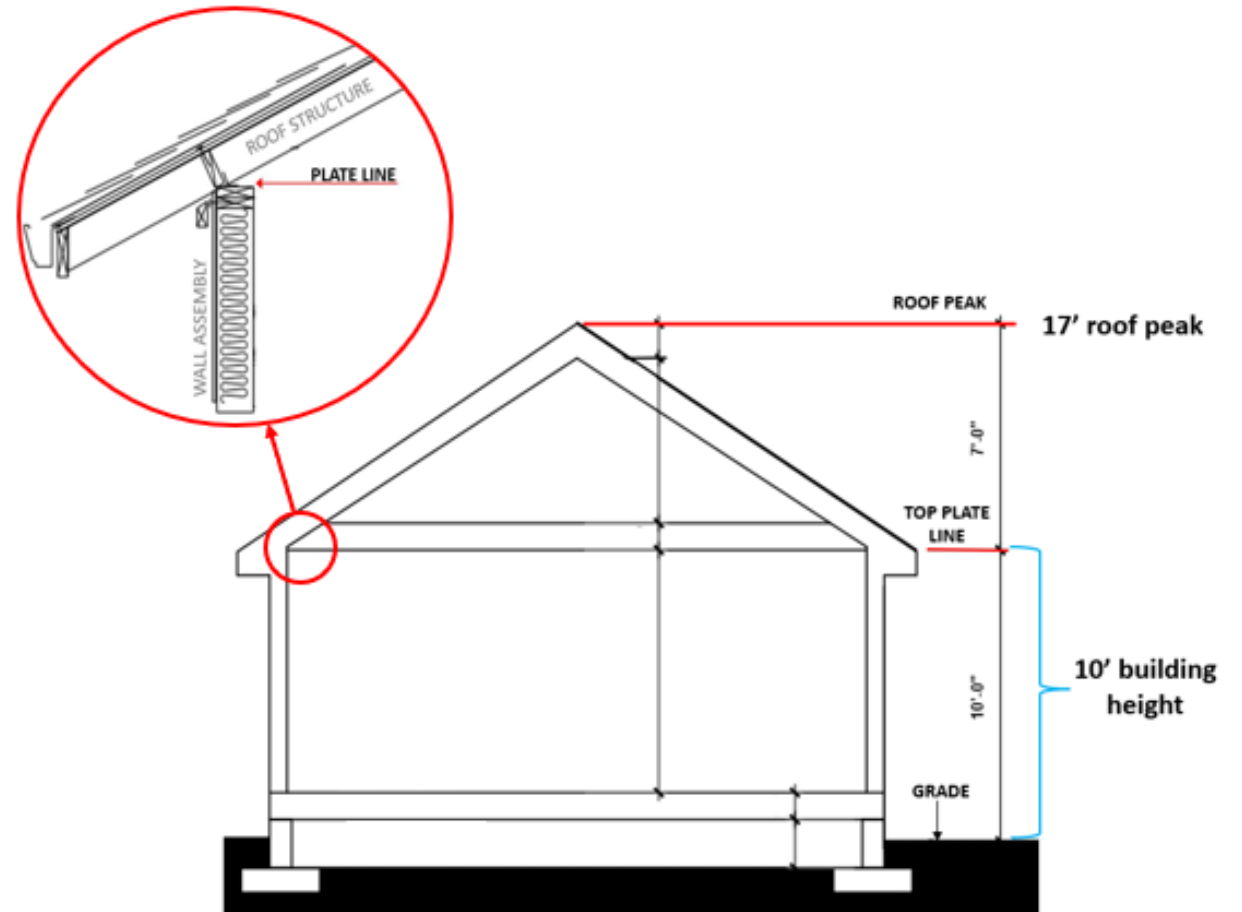
ADU HEIGHT AND DAYLIGHT PLANE



MEASURING BUILDING HEIGHT

BUILDING HEIGHT: The vertical distance, measured from existing grade to the highest plate line of the structure directly above that point.

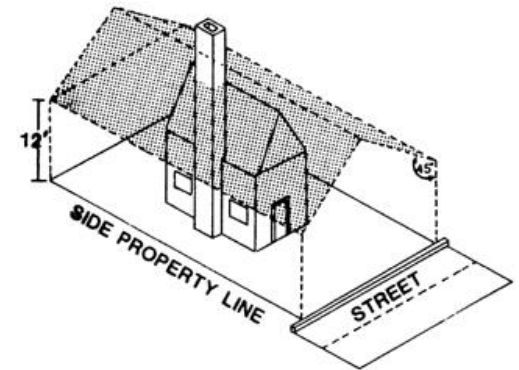
PLATE LINE: The point where the top of the wall assembly meets the roof structure.



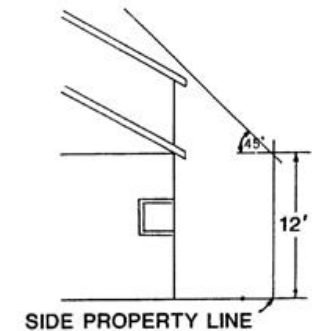
DAYLIGHT PLANE

- Intended to provide light and air, and govern bulk and mass on adjacent properties
- The daylight plane defines the *building envelope* on a property
- R1/R2 zones required to comply with daylight plane requirements

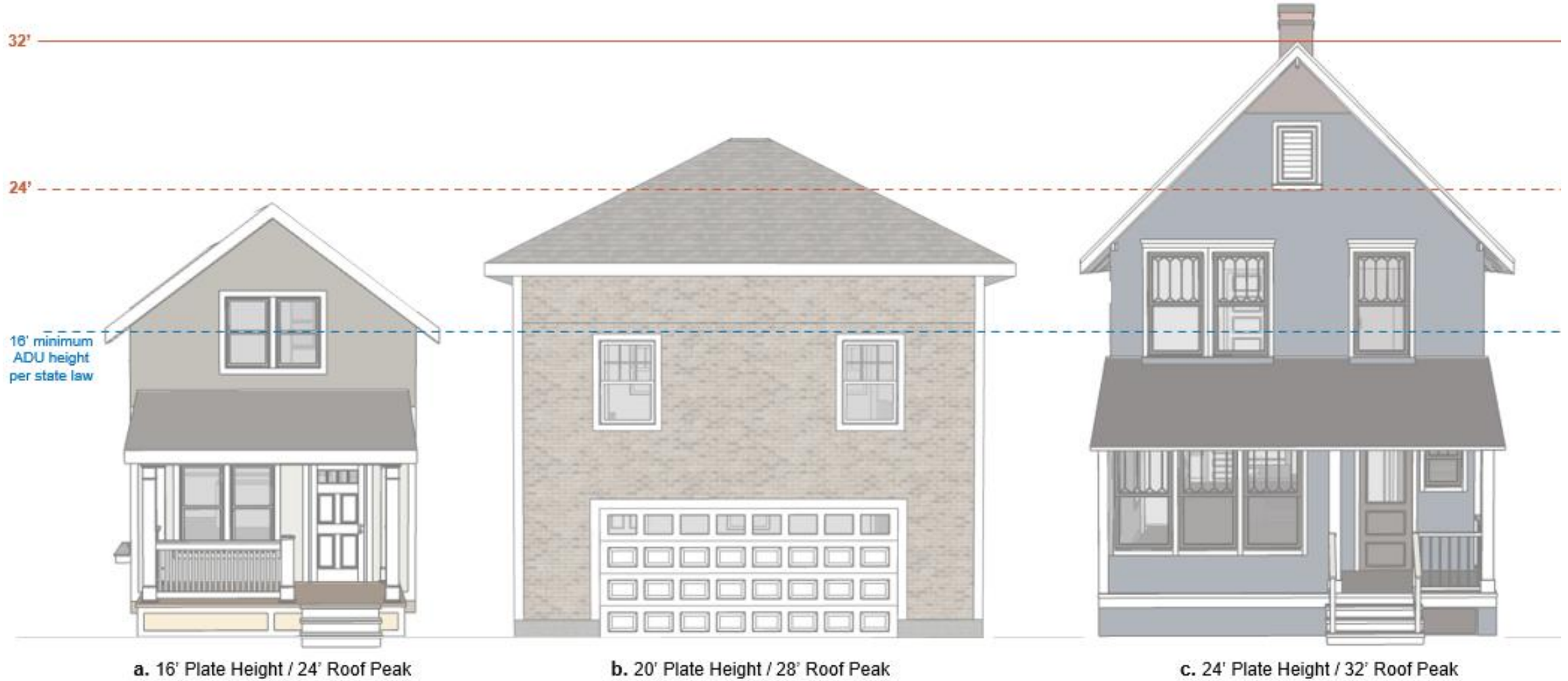
THE DAYLIGHT PLANE

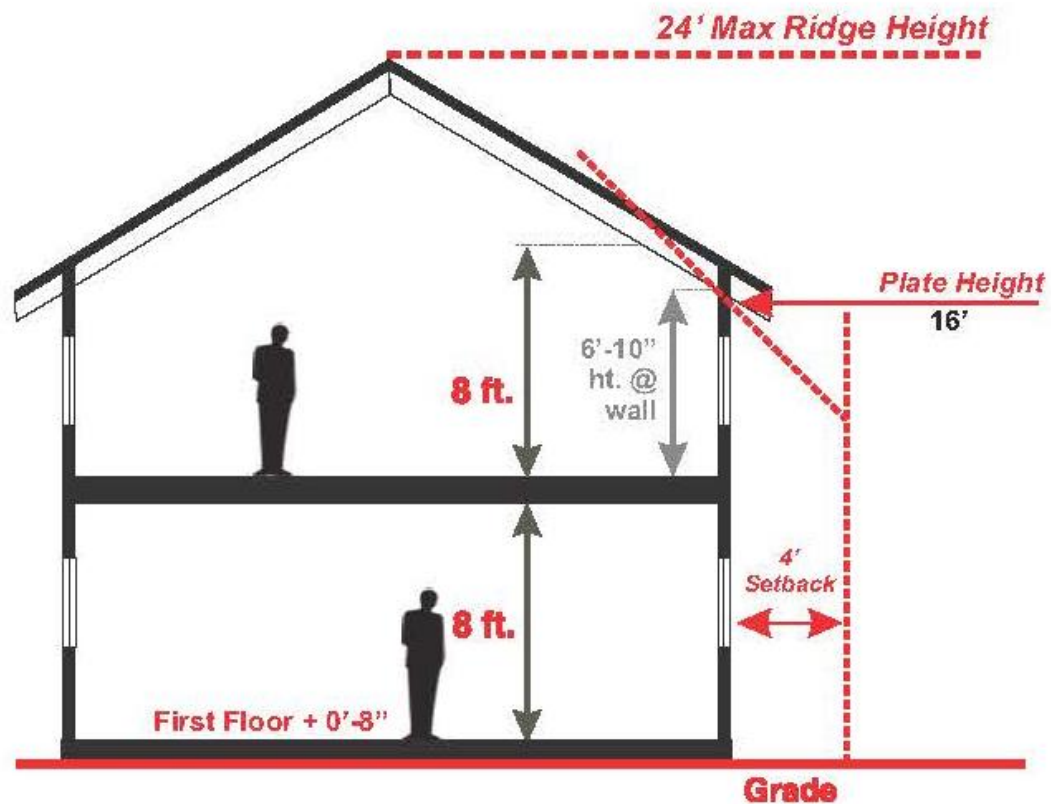


CROSS SECTION OF THE DAYLIGHT PLANE

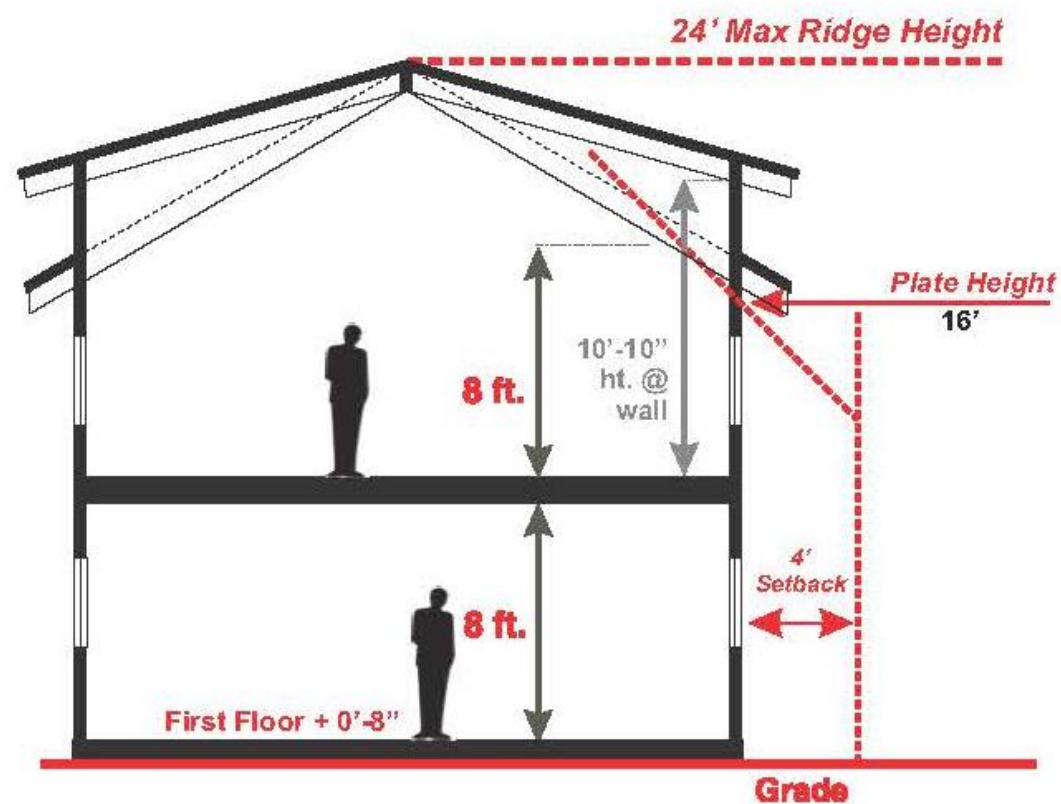


ADU BUILDING HEIGHT



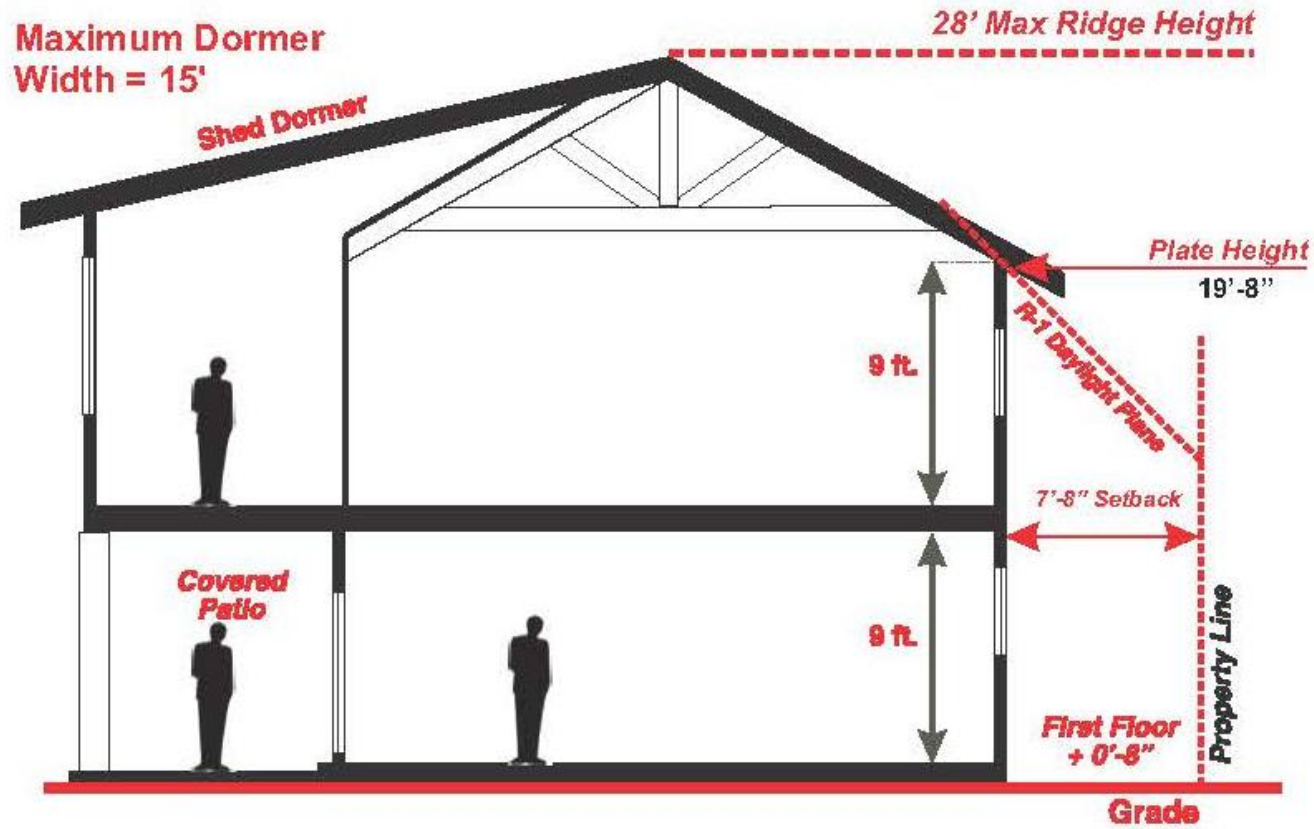


Gable Roof

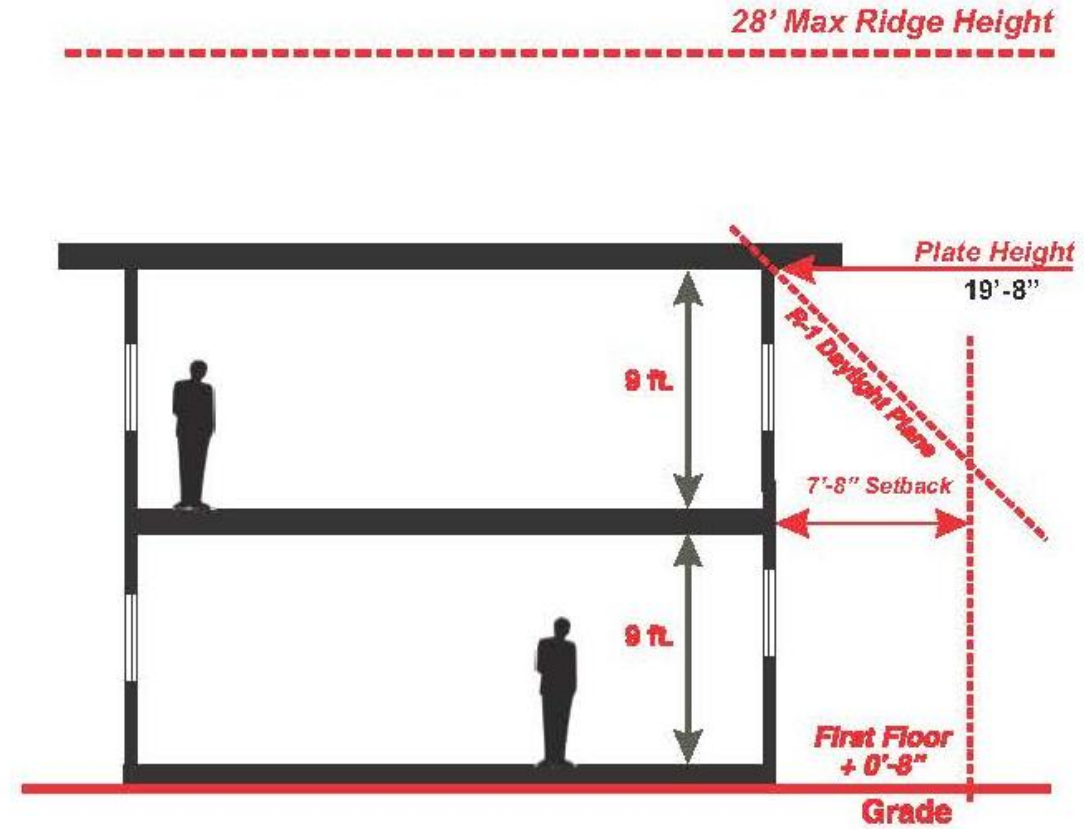


Gable Roof with Dormers

ADUs that Conform to the 16 ft Plate / 24 ft Ridge Height Limit

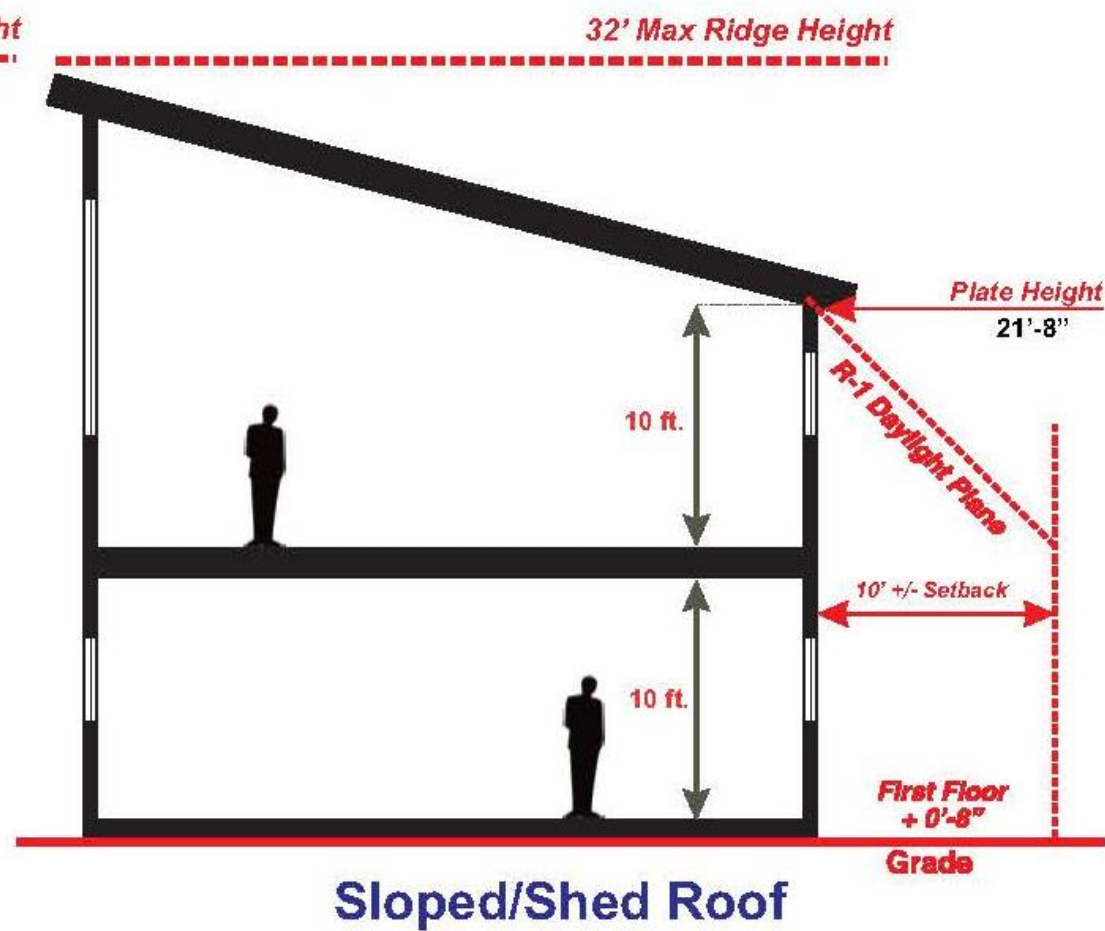
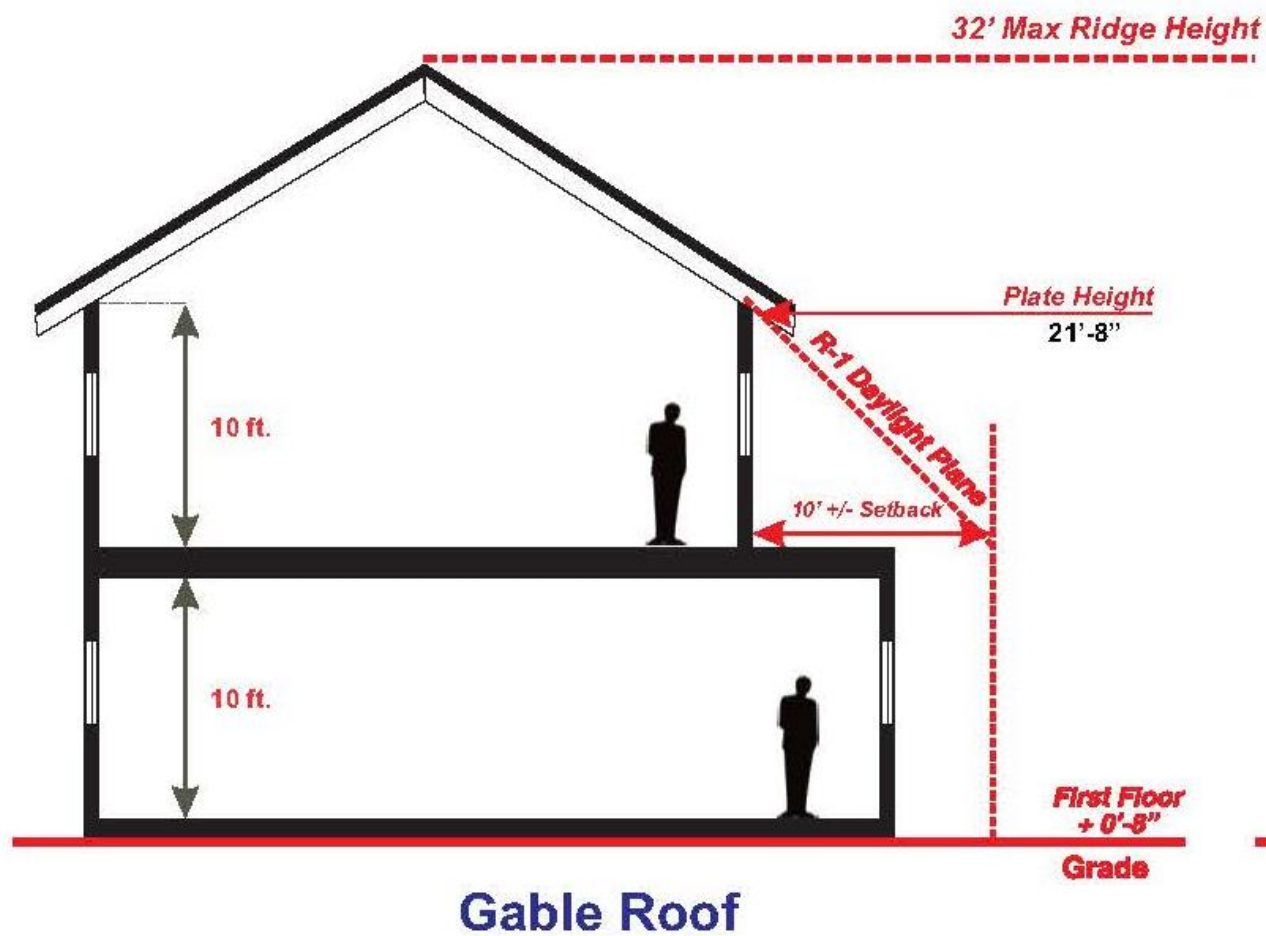


Gable Roof with Shed Roof Extension

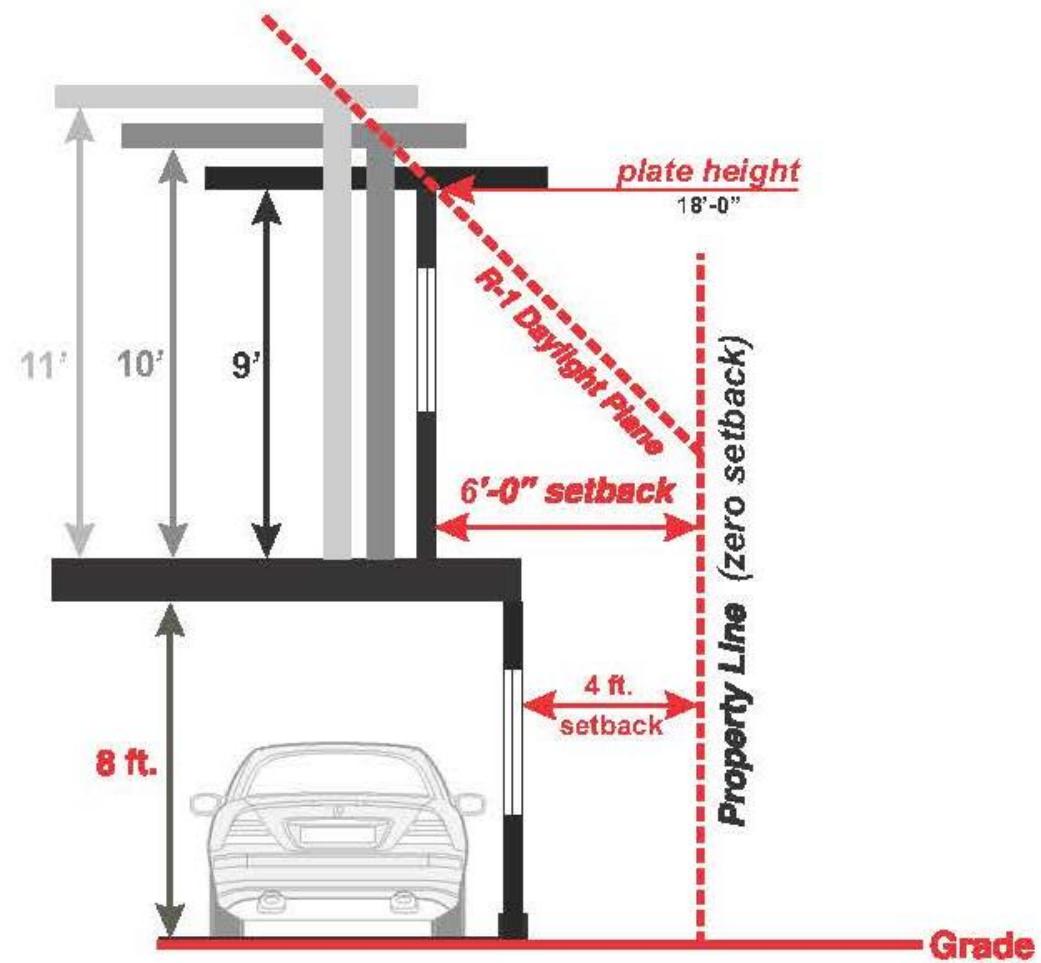
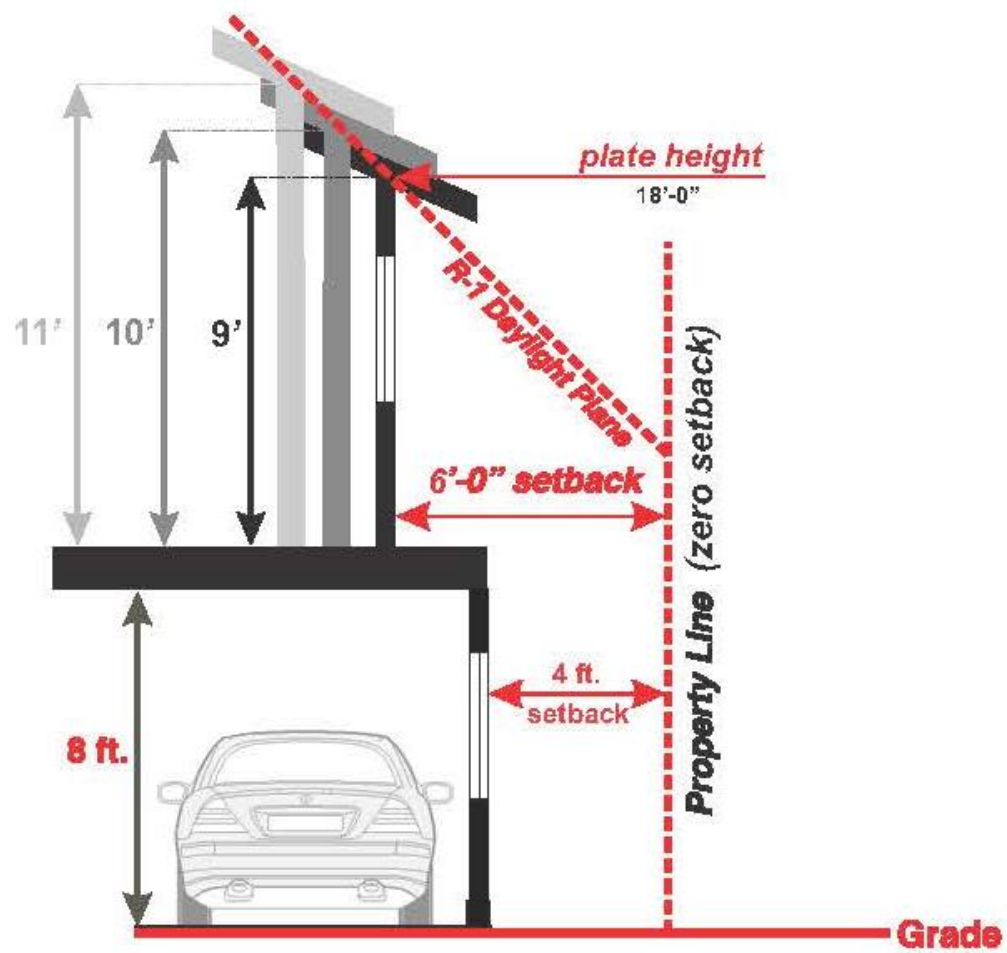


Flat Roof

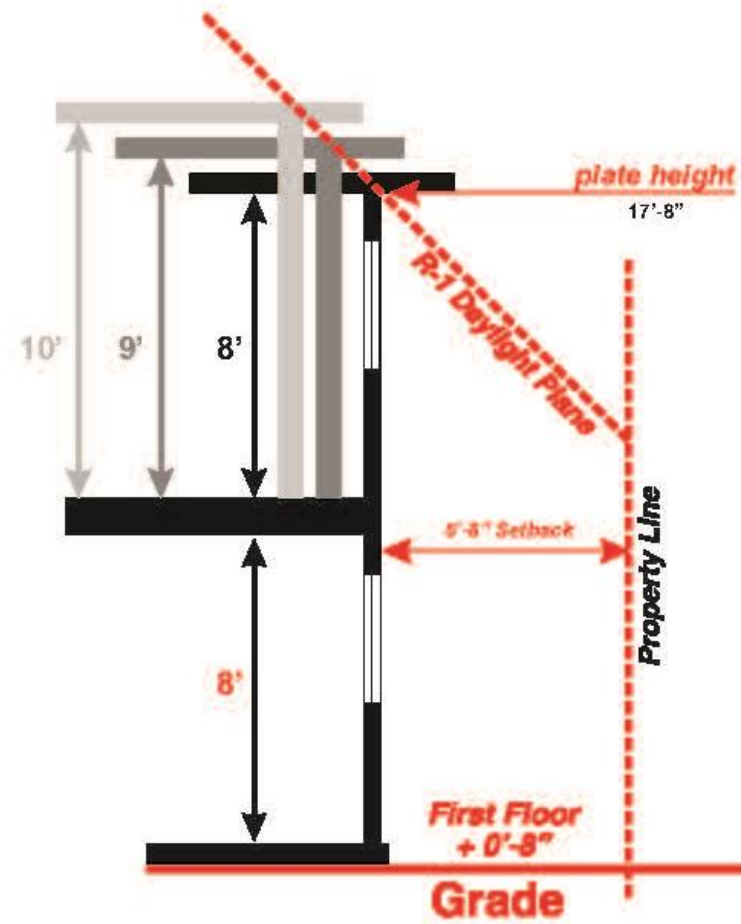
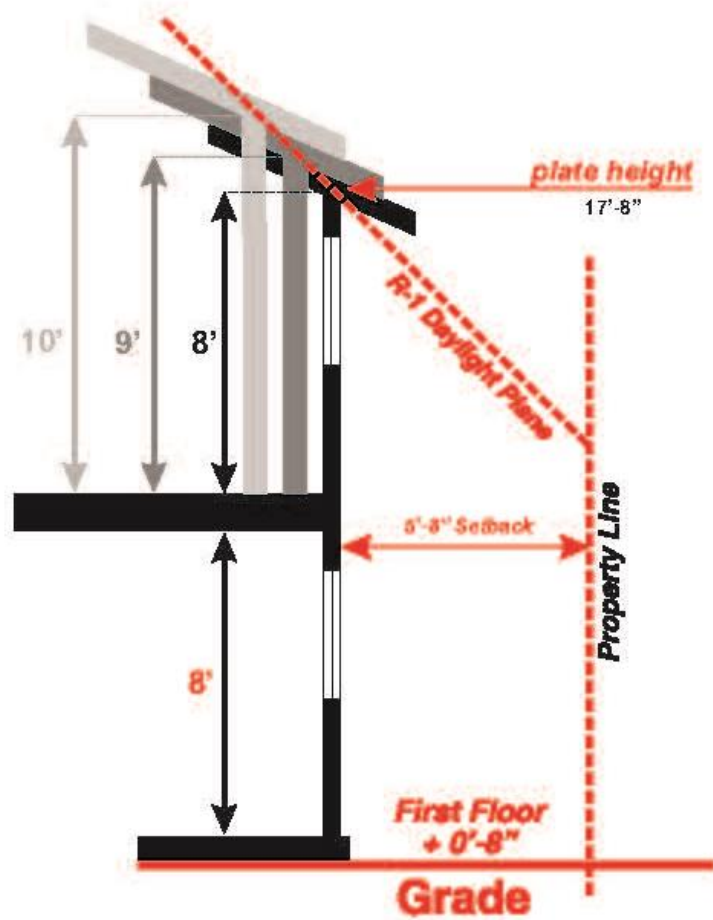
ADUs that Conform to the 20 ft Plate / 28 ft Ridge Height Limit



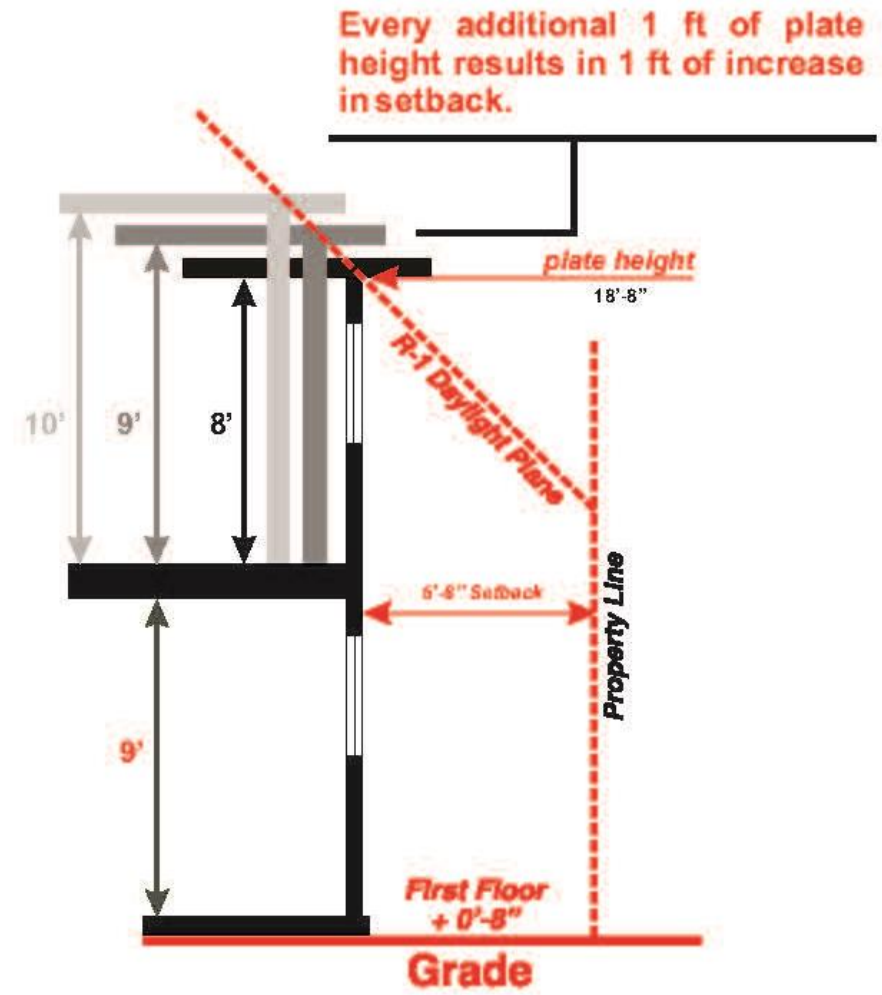
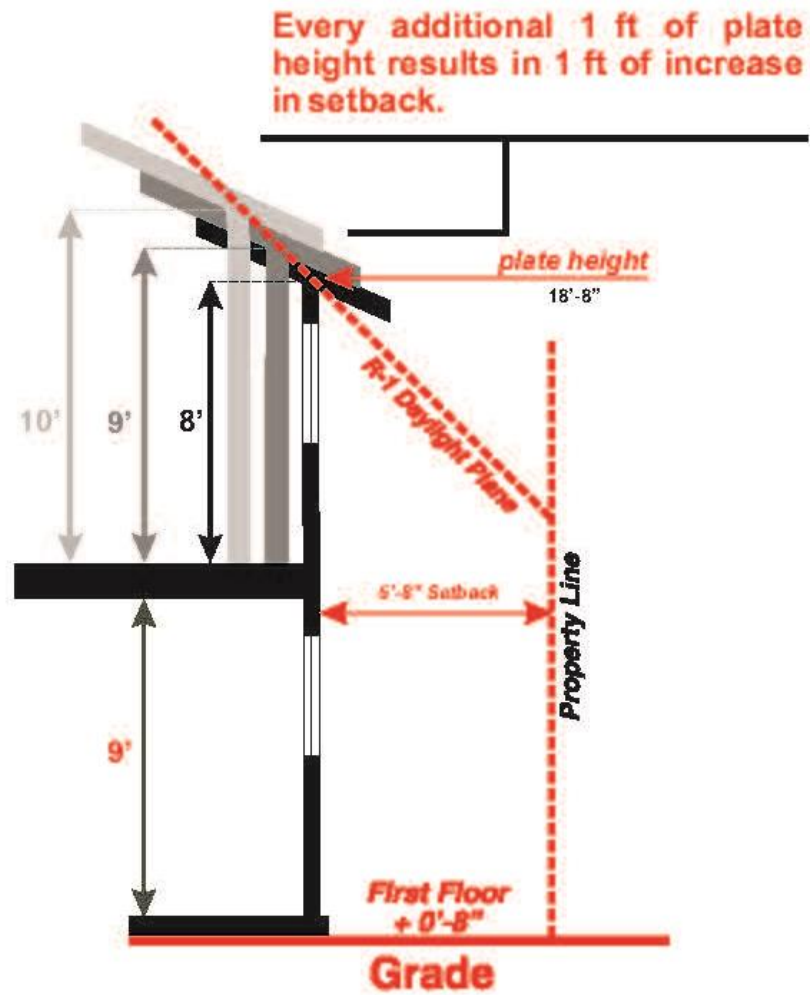
ADUs that conform to the 24 ft Plate / 32 ft Ridge Height Limit



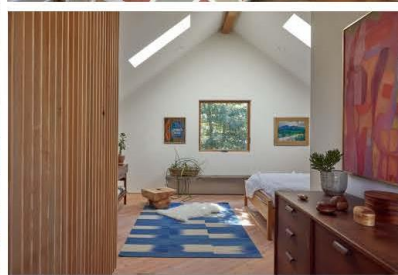
ADU Over Garage - New Construction
4 ft side yard setback



**New ADU Construction
First Floor w/ 8 ft Plate**



New ADU Construction
First Floor w/ 9 ft Plate



ADU/JADU SIZE LIMITS

- State Law Requirements
 - 800 sq ft (exempt from FAR)
 - ADU Minimum size
 - Studio or one bedroom unit – 850 sq ft
 - Two+ bedroom unit – 1,000 sq ft
 - Up to 1,200 sq ft
 - JADUs - up to 500 sq ft
- Proposed ADU Ordinance
 - ADUs – no size limit; governed by lot's FAR
 - JADUs – 650 sq ft



TWO-STORY ADUs



TWO-STORY DESIGN STANDARDS

- Obscured glazing, up to five feet from the finished floor, required for second-story windows located within five feet of a property line
- Exterior stairs and landings
 - Setback of at least five feet from the nearest lot line
 - Size limited to the minimum area required to allow ingress and egress
- Larger second story deck or balcony subject to alternative discretionary review process



ALTERNATIVE DISCRETIONARY REVIEW

- Provides path for ADUs that do not meet all objective standards
 - Larger second story decks (for example)
- Zoning Administrator (ZA) findings:
 - Consistent with applicable objective design standards in the adopted R1 Single-Family Dwelling Design Guidelines
 - Not result in a negative privacy impact on an abutting residential lot
 - Not result in a negative impact to public health, safety, or welfare
- ZA decision won't preclude the ability to receive a ministerial permit for an ADU that is in full compliance with Ordinance
- ZA decision may be appealed to the Planning Commission
 - As drafted, PC action would be final

DISCUSSION TOPICS

- ADU Height Limit (Plate/Max)?
 - 16'/24'; 20'/28'; or 24'/32'
- Comply with R1/R2 Daylight Plane?
- Maximum Size
 - ADUs - 1,200 sq ft or up to site's floor area limit
 - JADUs - 500 sq ft or 650 sq ft
- Decks for Two-Story ADUs
 - Allow exterior stairs and landing (min 5 ft setback)
 - ZA Review/Approval for larger ADU decks
- Alternative Discretionary Review Process
 - Planning Commission appeals – final decision or appealable to Council?

NEXT STEPS

- Bring back Ordinance to City Council for 2nd reading (March)
- Ordinance takes effect 30 days after its formal adoption (April)
- Approved ordinance sent to HCD within 60 days of adoption for final review/acceptance
- Update ADU related handouts and informational materials
- Schedule 1-2 Community Workshops (May/June)
 - Provide overview of updated ADU regulations and a forum to answer resident questions.

RECOMMENDATION

Introduce an Ordinance to amend San Mateo Municipal Code Chapter 27.19 – “Accessory Dwelling Unit and Junior Accessory Dwelling Unit – Residential Zones” in accordance with changes to State law and to amend San Mateo Municipal Code Section 27.04.165 by adding a definition for “Junior Accessory Dwelling Unit”

Questions?

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TWO STORY FORM EXAMPLES ADU STUDIES

CANNON DESIGN GROUP
March 23, 2021