



APPLICATION FOR DETACHED ACCESSORY DWELLING UNIT (DADU)

(Section 26.040 Lehi City Development Code)

Application Fee: \$25

Impact Fee: \$4,253

Name of Owner: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Parcel ID #: _____ Subdivision: _____
 Phone #: _____ Email: _____

APPLICATION SUBMITTAL PROCEDURES

- (1) _____ Contact a member of the Planning Staff before submitting plans electronically with any questions.
- (2) _____ Submit an electronic or hard copy of the proposed Accessory Dwelling Unit plans, including:
 - (a) _____ This filled out application and signed.
 - (b) _____ Interior floor plan, including total square footage and number of bedrooms
 - (c) _____ Site plan, showing the location of the ADU including the distance (in feet) from property lines, the entrance and number and location of parking stalls, where the new address will be placed, and how the utilities will connect from the house
 - (d) _____ Exterior renderings of the structure showing entrance to the ADU and the lighted, hard-surface walkway to the entrance of the ADU
- (3) _____ After initial review by staff
 - (a) _____ Pay the Application fee.
 - (b) _____ Submit the notarized Declaration of Owner Occupancy.
 - (c) _____ If new construction or remodel work provide a final inspection report or Certificate of Occupancy.
 - (d) _____ Pay the Impact fee.

The application will be reviewed by the Reviewing Departments on a Wednesday afternoon. The applicant's presence is recommended but not required. You can also attend virtually by requesting a link. The deadline for submitting to the Reviewing Departments meeting is 5:00 pm on Tuesday for the following week on Wednesday. All fees need to be paid by noon a week before the Reviewing Departments meeting. The DRC agenda with assigned times will be sent out the Monday before the meeting.

The applicant will need to work with the Building Department to obtain an approved building permit.

REQUIREMENTS FOR APPROVAL

All ADUs must comply with the following general requirements of the Lehi City Development Code.

Please initial to indicate compliance:

- (1) _____ Owner Occupancy. The owner of the property shall live in one of the units.
- (2) _____ Building Size. Shall be smaller than the primary dwelling.
- (3) _____ Parking. Two off-street parking stalls shall be provided for ADUs over 650 feet in size in addition to the required two car garage for the existing home. (Not in tandem). One off-street parking stall shall be provided if the ADU is under 650 feet.
- (4) _____ Only one ADU is allowed per lot, meaning an ADU cannot be approved in the main structure and in a

detached building. If an ADU was previously approved for the basement, a written and signed note expressing the abandonment of the internal ADU for a detached ADU is required.

- (5) _____ Lot Size. The lot shall be a minimum 11,000 square feet in size. When viewing the Utah County Parcel Map, the lot size listed on the plat map will stand.
- (6) _____ Utilities. All utility services are required to be connected to the primary dwelling.
- (7) _____ Building Division Approval. All ADUs shall be required to obtain a building permit from the Building Division prior to construction and shall conform to all applicable standards in the City's adopted building codes.
- (8) _____ Address. A separate address is required to be displayed on the detached ADU in a size that is clearly visible from the street. The address shall be the same as the primary dwelling with ½ or .5 at the end of the house number.

New Build Detached ADU Construction Requirements:

Please initial to indicate compliance:

- (1) _____ Setbacks. Must meet the side and rear yard setbacks based on the height of the structure and windows. Must be six-feet away from the primary dwelling.
- (2) _____ Height. The height of the ADU shall be no greater than the primary structure to a maximum of 35 feet.

Conversion of an Existing Accessory Building (Built before 2021) Requirements:

Please initial to indicate compliance:

- (1) _____ Size. The dwelling portion must be at least 300 square feet.
- (2) _____ Setbacks. The dwelling portion must have a minimum setback of five feet from the property line.
- (3) _____ Windows. If the building is built within the required setback for the zone, no windows can be on the side(s) of the structure below the required setback.

APPLICANT CERTIFICATION

I certify under penalty of perjury that I am the owner of property involved in the attached application. The statements and answers therein contained, and the information provided in the attached plans or other exhibits present thoroughly, to the best of my ability, the argument in behalf of the application herewith requested and that the statements and information above referred to, are in all respects true and correct to the best of my knowledge and belief. I understand and agree to comply with all of the rules for Accessory Dwelling Units. I also understand that if I do not comply with all of these rules, my permit may be revoked.

I agree to allow the Lehi City Zoning Administrator or representative to inspect my premises as necessary to see that my property complies with the above stated requirements.

Applicant Signature

Date



DETACHED ACCESSORY DWELLING UNIT

Declaration of Owner Occupancy

I/We, _____

Am/are the owner(s) of the single-family residence located at _____

Property tax id # _____ Impact Fee Paid \$ _____ Date Paid _____

Legal Description: _____

Please initial to indicate compliance:

_____ I/We understand that in order to maintain an ADU in Lehi City, one of the dwellings must be owner occupied.

_____ I/We own this property, and it is my/our legal residence.

_____ For as long as the accessory apartment exists as a rental unit, I/we will occupy one of the dwelling units on this property, as per Chapter 26.040 of the Lehi City Development Code.

_____ I/We understand that providing false guarantee or failure to maintain owner occupancy shall result in code enforcement actions against the property and revocation of permits.

_____ I/We agree that this document will be recorded as a deed restriction with the Utah County Recorder's Office.

I/We certify under penalty of perjury that the foregoing is true and correct:

Owner(s):

Signature

Signature

Printed name

Printed name

Date

Date

State of Utah
County of Utah

Subscribed and sworn before me this _____ day of _____, 20____ by _____.

Notary Public

My commission expires _____