

PLANNING COMMISSION AGENDA

September 20, 2022

6:30 P.M.

**City of Sedro-Woolley Council Chamber
And Virtually via Zoom Webinar**

- **CALL TO ORDER:** [Time: _____]
- **PLEDGE OF ALLEGIANCE:**
- **ROLL CALL:**
- **CONSENT AGENDA:** Minutes from the August 16, 2022 meeting
- **GENERAL PUBLIC COMMENTS:** Please limit comments to 3 minutes or less. Comments may also be submitted via email or mail ahead of the hearing and read into the record. Please send comments to nmcgowan@sedro-woolley.gov or by mail to: Planning Department, 325 Metcalf Street, Sedro-Woolley, WA 98284 by 4:00PM **September 20** in order to be read into the record.
- **PUBLIC HEARING:** None on Agenda
- **UNFINISHED BUSINESS:**
 1. Possible amendments to Title 17 SWMC to address retail uses associated with breweries, distilleries and wineries in the industrial and commercial zones
- **NEW BUSINESS:**
 1. Requested amendments to the Accessory Dwelling Unit (ADU) regulations in Ch 17.100 SWMC to address ADUs for spec-built homes
- **PLANNING COMMISSION DISCUSSION/INFORMATION ITEMS:** None on Agenda
- **ADJOURNMENT:** [Time: _____]

PLANNING COMMISSIONERS

Pat Huggins
Joe Fattizzi

Eric Johnson
Silas Maddox

Danielle Freiburger
Joe Franett Stacy Penno

Please use the link below to join the webinar:

<https://zoom.us/j/98042863482?pwd=dnpVeXp4YUJYQVBtdm10VTZ2VVlyZz09>

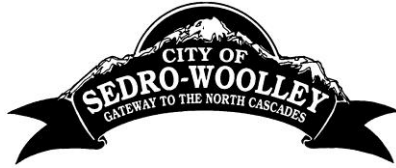
Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 312 626 6799 or +1 929 205 6099
or +1 301 715 8592

Meeting ID: 980 4286 3482

Passcode: 070388



Planning Department
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771
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MEMO:

To: Sedro-Woolley Planning Commission

From: Nicole McGowan
Assistant Planner

Date: September 20, 2022

Subject: Amendments to SWMC 17.04.030 to Define “Alcohol Production Establishment”.
Amendments to SWMC 17.20.010 and 17.28.010 to Add Alcohol Production Establishments as a Permitted Use in the Mixed Commercial and Industrial Zones.
Amendments to SWMC 17.24.010 to Add Alcohol Production Establishments as a Conditional Use in the Central Business District Zone.

ISSUE

Breweries, distilleries and wineries are currently only a permitted use in the Industrial Zone as a form of processing. There has been question from developers as to whether such uses are allowed elsewhere in the City and what regulations may apply. Such uses fit well with the intents of the Mixed Commercial, Central Business District and Industrial Zones and would be valuable assets to the City of Sedro-Woolley. Staff has proposed amending SWMC 17.04.030 to include a definition for “alcohol production establishments”, which specifically includes breweries, distilleries and wineries and associated dining and/or alcohol beverage service. Additionally, staff has proposed amending SWMC 17.20.010 and 17.28.010 to add alcohol production establishments as a permitted use in the Mixed Commercial and Industrial Zones. Also proposed are amendments to SWMC 17.24.010 to add alcohol production establishments as a conditional use in the Central Business District Zone. The proposed amendments can be found in **Attachment 1**.

PROJECT DESCRIPTION/HISTORY

Breweries, distilleries and wineries are permitted uses in the Industrial Zone. The making of alcohol is typically considered a large-scale manufacturing process that has some minor impacts, thus it is categorized as an industrial use. However, per 17.28.010A(6), retail and service uses associated with those processes – including gift shops, retail sales of the product, restaurants and tasting rooms – are limited to 5% of the total site. Staff presented this issue to the Business Development Committee of the City Council, and the committee approved the Planning Commission to study the topic in depth and propose making changes to the zoning code that would allow restaurants, tasting rooms and the other retail aspects of breweries, distilleries and wineries in the Industrial Zone.

Staff is still analyzing whether “alcohol serving establishment” also needs to be addressed as part of this process. In SWMC 17.04.030, the definition for “alcohol serving establishments” is defined as “businesses licensed to allow on-premises consumption of liquor, wine or beer where the sale and on-premises consumption of said product is the prime source (more than 50%) of revenue for the premises. It is not meant to include restaurants where food is prepared and served on the premises

and where the sale of liquor, wine or beer is incidental to and not the prime source of revenue for the premises.”

The Planning Commission discussed the project at its August 16, 2022 meeting. The PC has begun the process of thoroughly reviewing the first draft of amendments and has already recommended a couple edits, such as excluding “alcohol serving establishments” from the definition of “alcohol production establishment” for clarification and specifying that alcoholic beverage and/or food service may be included accessory to alcohol production establishments. In preparation for this meeting, the PC was tasked with researching the topic in depth for discussion. Further edits may be recommended by the PC at this meeting.

DISCUSSION

Breweries, distilleries and wineries are establishments involved with the manufacturing, warehousing and distribution of alcoholic beverages and are a great source of economic growth and employment for cities across the northwest. These can be especially useful in restoring a small city’s economic base. Such establishments often require a lot of space for their operations, which makes industrial areas a prime location. Breweries, distilleries and wineries that welcome the public in some way – through things like wine tasting rooms, brewpubs and facility tours, for example – draw visitors from across the region and beyond. These types of establishments work to create a community hub and bring a source of local identity especially to smaller jurisdictions like Sedro-Woolley. Noted local jurisdictions where these types of establishments are very commonly seen are Seattle, Woodinville and Bellingham. The proposed amendments to SWMC 17.20.010, 17.24.010 and 17.28.010 are partially drawn from their standards.

At this meeting, the PC will be discussing whether the proposed definition for “alcohol production establishment” is sufficient. Additionally, because the production of alcohol is a light industrial use, it belongs in the industrial zone. But, discussion is warranted to determine if this use is something we want in the Mixed Commercial and CBD zones as well and under what conditions, if any.

ATTACHMENTS

Attachment 1 – Draft 2 of Proposed Amendments to SWMC 17.04.030, 17.20.010, 17.24.010 and 17.28.010.

RECOMMENDATIONS

Review and discuss the second draft of proposed amendments to SWMC 17.04.030, 17.20.010, 17.24.010 and 17.28.010 and propose any recommended changes.

Attachment 1

Proposed Amendments to Chapter 17.04, 17.20, 17.24 and 17.28 SWMC

17.04.030 Definitions.

...

“Alcohol serving establishment” means a business licensed to allow on-premises consumption of liquor, wine or beer where the sale and on-premises consumption of said product is the prime source (more than fifty percent) of revenue for the premises. It is not meant to include restaurants where food is prepared and served on the premises and where the sale of liquor, wine or beer is incidental to and not the prime source of revenue for the premises.

“Alcohol production establishment” means a business involved with the manufacturing, bottling, warehousing, and distribution of alcoholic beverages, excluding alcohol serving establishments and specifically including breweries, distilleries and wineries. Food and/or alcoholic beverage service may be allowed accessory to such establishments.

“Area” means total horizontal area. “Lot area” for purposes of calculating buildable area shall not include:

1. The area encompassed in flag driveways to a property set back from a private or public drive, street or road;
2. Easements for ingress and/or egress; or
3. Easements for gas or power transmission lines.

...

17.20.010 Use restrictions.

Use restrictions in the mixed commercial (MC) zone shall be as follows:

A. Permitted Uses.

1. Retail, general services, recreational and cultural uses, light manufacturing, low-intensity agriculture;
2. Residential units contained above the first story of a commercial building (live/work units are specifically included), limited to eight such units per building;

3. *Repealed by Ord. 1709-11;*
4. Public utilities, other than wireless communications facilities;
5. Health facilities and services;

6. Alcohol production establishments, provided that the building floor area designated for alcohol production activities does not exceed 3,000 square feet. Alcoholic beverage and/or food service may be included accessory to such establishment.

B. Conditional Uses.

1. Quasi-public uses.
2. Wireless communications facilities.
3. Public uses.
4. All other uses not otherwise prohibited.

C. Prohibited Uses. All uses not allowed as permitted or conditional uses are prohibited. Adult entertainment is a prohibited use in this zone. (Ord. 1840-16 § 1, 2016; Ord. 1709-11 § 1, 2011; Ord. 1522-05 § 1, 2005; Ord. 1484-04 § 7 (part), 2004; Ord. 1312-98 § 1 (part), 1998; Ord. 1309-98 § 6, 1998; Ord. 1013 § 2.04.01, 1985)

17.24.010 Use restrictions.

Use restrictions in the central business district shall be as follows:

A. Permitted Uses.

1. All forms of commerce; geared to the centralized provision of goods and services within easy walking distance. Commercial retail and office use on the first floor, and retail compatible uses on the second floor;
2. Multifamily housing located above the first floor or at the rear of a commercial and/or retail occupancy. An exception from the buffering and fencing requirement exists for upper story residences in existing buildings in an area bordered by the tracks to the west, Puget Street to the east, the tracks to the north, and Warner Street to the south;
3. Multifamily housing, between two and four units per building, may be allowed independent of commercial uses outside of the area bordered by the tracks to the west, Puget Street to the east, the tracks to the north, and Warner Street to the south. Also excluded is property fronting on Metcalf Street, West Ferry Street, West State Street and

property abutting the tracks between Rita Street and Walley Street (south of State Street). Multifamily housing per this subsection must also meet the following:

- a. The front entries must be oriented towards the public right-of-way,
- b. The development must meet the requirements of the Sedro-Woolley design standards for the CBD and multifamily development;
4. Parking lots serving any use; provided they are at the rear of a retail or commercial building, or facing a street other than Metcalf, Ferry, Woodworth, or State;
5. *Repealed by Ord. 1709-11;*
6. Public uses;
7. Public facilities.

B. Conditional Uses.

1. Alcohol serving establishments.

2. Alcohol production establishments, provided that the building floor area designated for alcohol production activities does not exceed 2,000 square feet. Alcoholic beverage and/or food service may be included accessory to such establishment.

~~32.~~ All uses not permitted above.

~~43.~~ Quasi-public uses.

C. Prohibited Uses. Adult entertainment establishments; heavy industrial uses as defined in Chapter 17.28; wireless communication towers. (Ord. 1709-11 § 2, 2011; Ord. 1696-11 § 2, 2011; Ord. 1693-10 § 1, 2010; Ord. 1664-10 § 2 (Exh. B) (part), 2010; Ord. 1451-03 § 3, 2003; Ord. 1312-98 § 1 (part); 1998: Ord. 1309-98 § 7, 1998: Ord. 1013 § 2.05.01, 1985)

17.28.010 Use restrictions.

Use restrictions in the industrial (I) zone shall be as follows:

A. Permitted Uses.

1. Office parks, medical services, wholesaling, and light manufacturing and processing;
2. Industrial equipment, supplies, services, including storage;

3. Agricultural processing;
4. Parking lots serving any use;
5. Trade schools, warehouses, storage, utilities other than wireless communications facilities, government services;
6. Limited retail and service uses up to five percent of the total site;
7. Live-work units as a transition between industrial and residential;
8. On-site day care serving a specified permitted use;
9. On-site recreational facilities serving a specified permitted use;
10. Adult entertainment establishments, as herein defined; provided, that no adult entertainment establishment shall be located nearer than seven hundred fifty feet from any other adult entertainment establishment; and provided further, that no adult entertainment establishment shall be located nearer than seven hundred fifty feet from any residential zone, seven hundred fifty feet from any school, public or private, seven hundred fifty feet from any church, and seven hundred fifty feet from any park. Distances as provided in this subsection shall be measured by following a straight line, without regard to intervening buildings, from the nearest point of the property parcel upon which the proposed use is to be located to the nearest point of the parcel property of the land use from which the proposed use is to be separated.:-

11. Alcohol production establishments. Alcoholic beverage and/or food service may be included accessory to such establishment.

B. Conditional Industrial Uses.

1. Vehicle wrecking yards, vehicle impound lots;
2. Power generation facilities;
3. Airports, heliports;
4. Prisons;
5. Incinerators;
6. Animal slaughtering and meat packing, food processing;
7. Wireless communication facilities;

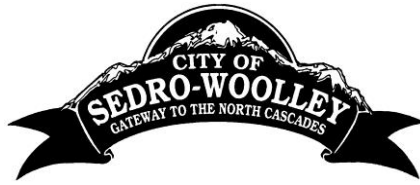
8. On-site hazardous waste treatment and storage facilities as accessory to a permitted or conditional use are allowed as a conditional use; provided, such facilities comply with the state hazardous waste citing standards and Sedro-Woolley and State Environmental Policy Act requirements;

9. Garbage and/or recycling transfer stations or sorting facilities;

10. Composting facilities;

11. All uses not permitted above or otherwise prohibited.

C. Prohibited Uses. Residential uses other than those that are ancillary to an industrial use listed above. (Ord. 1664-10 § 2 (Exh. E) (part), 2010; Ord. 1484-04 § 8 (part), 2004; Ord. 1312-98 § 1 (part), 1998; Ord. 1309-98 § 5, 1998; Ord. 1063 § 5 (Exh. D § 2.06.01.05), 1988; Ord. 1013 § 2.06.01, 1985)



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MEMO:

To: Sedro-Woolley Planning Commission

From: John Coleman, AICP
Planning Director

Date: September 20, 2022

Subject: Requested Amendments to Allow ADUs with Spec Homes in New Developments

ISSUE

The city has received a request (Attachment 1) to amend the existing accessory dwelling unit (ADU) regulations. The purpose of today's presentation is to introduce the issue to the Planning Commission. The Planning Commission will review the request in detail at subsequent Planning Commission meetings and make a recommendation for the Council to consider in the future. No action is recommended at tonight's meeting.

PROJECT DESCRIPTION/HISTORY

In March of 2020 the city passed regulations to allow ADUs in the Residential 1, Residential 5 (R-5) and Residential 7 (R-7) zones. These regulations include specific criteria for how ADUs shall be constructed and under what scenarios they are allowed. The regulations are codified in Ch 17.100 (<https://www.codepublishing.com/WA/SedroWoolley/#!/SedroWoolley17/SedroWoolley17100.html#17.100>) of the Sedro-Woolley Municipal Code (SWMC). The purpose and intent of the ADU regulations are specified in SWMC 17.100.010:

The purpose of an accessory dwelling unit (ADU) is to:

- A. Add affordable units to existing housing and make housing units available to moderate-income residents who might otherwise have difficulty finding homes within the city.
- B. Provide homeowners with a means of obtaining, through tenants in either the accessory dwelling unit or the principal residence, rental income, companionship and/or security.
- C. Protect neighborhood stability, property values and the single-family residential appearance of the neighborhood by ensuring that accessory dwelling units are installed under the conditions of this title.

Before a new ADU may be constructed in the city, the property owner must obtain an ADU permit from the Planning Department. Once the ADU permit is issued, the applicant may submit a building permit application for the construction of the ADU (or remodel part of an existing structure to be an ADU). SWMC 17.100.030 includes the many specific criteria to which the ADU must adhere. Some of the more significant (but not all) requirements for ADUs are as follows: ADUs may be either attached or detached from the main home. The ADU must be more than 250 square feet and may not

be more than 800 square feet or no more than sixty-six percent of primary dwelling floor area, whichever is smaller. One off-street parking space is required for the ADU. The property owner must occupy either the principal unit or the accessory dwelling unit. The current owner will notify prospective purchasers of the limitations on ADUs. Upon sale of the property, a new owner shall be required to amend the ADU development authorization application and sign a new affidavit stating that the owner will live on site. The complete Chapter 17.100 SWMC is in Attachment 2.

Many builders, including the local developer BYK Construction, construct residential homes “on spec.” In other words, they build a home on the speculation that someone will buy the house. Most of the homes in new subdivisions are built on speculation; this kind of house is called a spec home. When the permits for a spec home are issued, the owner of the property is the developer. The homes are not sold prior to the permitting process for the home.

The ADU regulations were written with the existing homeowner in mind. The code does not permit builders of spec homes to construct an ADU with a new home with because, as mentioned above, the property owner must live in the main house or the ADU for an ADU permit to be issued (see SWMC 17.100.030(K)). Because the builder will not be living in the home, the Planning Department cannot issue an ADU permit to a spec builder.

To address this nuance of the code, BYK Construction submitted a code amendment request to modify the ADU regulations to allow for new spec homes to be built with an associated ADU.

At today’s meeting the PC will discuss the proposal and begin the conversation about the purpose of the ADU regulations and how they relate to the proposal. Some issues to consider are:

- Does allowing spec homes to be built with ADUs meet the intent of the ADU code and Comprehensive Plan?
- If ADUs are built as part of a new development, does that change the perspective of the property owners in that neighborhood on ADUs?

The Planning Commission will review the request in further detail at subsequent Planning Commission meetings and more detailed code amendments may be presented once the PC has given guidance as to if and how to address the issue. After thoroughly review the PC may make a recommendation to the City Council. The City Council will then have the option to take action on the Planning Commission’s recommendation.

Today’s meeting is just to introduce the topic and the request to the Planning Commission. Representatives from BYK will also be invited to speak so they have the opportunity to further explain their request.

ATTACHMENTS

Attachment 1 – Request from the BYK Construction to amend the existing ADU regulations in the Urban Village Mixed Use Overlay

Attachment 2 – Chapter 17.100 – ADU Zoning regulations

RECOMMENDATIONS

Discuss proposed amendments and be prepared to request any additional information that may be presented at the next Planning Commission meeting.

Attachment 1

to September 20, 2022 Planning Commission ADU Amendments memo –
Request from BYK Construction to amend the existing ADU regulations in Ch. 17.100 SWMC



BYK Construction, Inc.
702 Metcalf St, Ste A
Sedro-Woolley, WA 98284
Phone: 360.755.3101

August 1, 2022

City of Sedro-Woolley
John Coleman, Planning Director
325 Metcalf Street
Sedro-Woolley, WA 98284

RE: Accessory Dwelling Unit proposed Code Amendment

Dear Mr. Coleman,

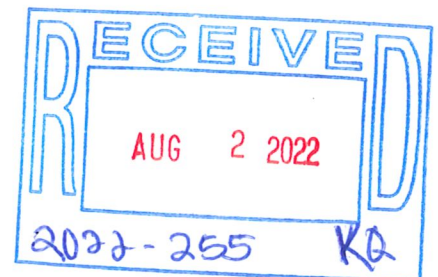
With this letter we are requesting to add language to the City of Sedro-Woolley Zoning Code, Section 17.100.030 Standards and Criteria. The proposed language is attached for your review along with a non-project related SEPA Checklist.

Please let me know if there is anything else you need. Thank you in advance for your time.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul Woodmansee', is written over a faint blue circular stamp.

Paul Woodmansee, President
BYK Construction, Inc.

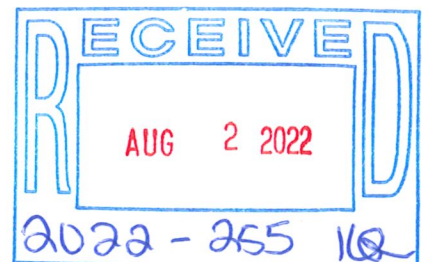


City of Sedro-Woolley Zoning Code proposed Amendment to 17.100.030 Standards and Criteria.

With this request we are asking to update the code language to add requirements for spec homes being built with ADU's

K. The property owner, which shall include title holders and contract purchasers, must occupy either the principal unit or the accessory dwelling unit as their permanent residence for more than six months out of each year. The owner shall record a covenant with the Skagit County auditor stating that the owner resides at the property; the covenant shall be approved by the director. The property owner shall submit proof that the covenant has been recorded with the Skagit County auditor's office prior to issuance of the building permit.

Added Language: *If the property is being permitted for construction by a Builder as part of a spec home for sale, the Builder must acknowledge the requirement of the covenant with the closing of the property. During the closing process the covenant will be signed by the buyer and recorded by the Title company. The buyer is required to submit the recorded covenant to the City of Sedro-Woolley with the new Property Owner's information.*



Attachment 2

to September 20, 2022 Planning Commission ADU Amendments memo –

Chapter 17.100

ACCESSORY DWELLING UNITS (ADUS)

Sections:

[17.100.010 Purpose and intent.](#)

[17.100.020 Permit required.](#)

[17.100.030 Standards and criteria.](#)

17.100.010 Purpose and intent.

The purpose of an accessory dwelling unit (ADU) is to:

- A. Add affordable units to existing housing and make housing units available to moderate-income residents who might otherwise have difficulty finding homes within the city.
- B. Provide homeowners with a means of obtaining, through tenants in either the accessory dwelling unit or the principal residence, rental income, companionship and/or security.
- C. Protect neighborhood stability, property values and the single-family residential appearance of the neighborhood by ensuring that accessory dwelling units are installed under the conditions of this title. (Ord. [1954-20](#) § 1 (Exh. A)(part), 2020)

17.100.020 Permit required.

A development authorization application is required for all accessory dwelling units. Application for an ADU shall be made in accordance with the permit procedures established in Chapter [2.90](#). The director shall have the authority to approve accessory dwelling units (ADUs) which are consistent with single-family neighborhood character and the regulations and provisions herein. It is not the intent of these regulations to provide for ADUs on every residential property and they shall not be deemed to create a right or privilege to establish or maintain an ADU which is not strictly in compliance with these regulations. (Ord. [1954-20](#) § 1 (Exh. A)(part), 2020)

17.100.030 Standards and criteria.

Accessory dwelling units shall meet the following criteria:

- A. Accessory dwelling units are subject to the codes, regulations, and statutes adopted by reference in Chapter [15.04](#). The design and size of the accessory dwelling unit shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health, and any other applicable codes. When there are practical difficulties involved in carrying out the provisions of this title, the director or a designee may recommend modifications that will meet the intent of these codes. Such modifications shall be processed as a variance under this title.

B. ADUs are permitted on lots with one single-family home. The lot may not contain more than one primary dwelling unit.

C. Only one ADU shall be permitted per lot.

D. An accessory dwelling unit may be attached or detached from the principal unit.

E. An accessory dwelling unit may be established in an existing single-family dwelling unit or in a detached structure on a legal building lot by any one or by a combination of the following methods:

1. Alteration of interior space of the dwelling; or
2. Conversion of an attic, basement, attached or detached private garage, or other previously uninhabited portion of a dwelling; or
3. Addition of attached living area onto an existing dwelling; or
4. Construction of a detached living area.

F. The maximum size of an accessory dwelling shall not exceed eight hundred square feet, or no more than sixty-six percent of primary dwelling floor area, whichever is smaller. The maximum height of an ADU shall not exceed twenty feet; except the height of a structure containing an ADU over a garage (carriage house) may be increased to twenty-five feet to match the existing roof pitch of the primary residence.

G. The minimum size of an accessory dwelling unit shall not be less than two hundred five square feet.

H. The accessory dwelling unit must have a separate entrance from the primary unit.

I. The ADU shall be billed as a unit for monthly city utility billing purposes. Utilities between the primary dwelling unit and the ADU may be shared and may require upgrades to be in compliance with utility regulations. In all cases, the utility service shut-offs must be accessible to occupants of both units.

J. One off-street parking space is required in addition to the off-street parking spaces required for the principal residence. Parking must be provided on the subject property, either off of an alley or on a driveway. When the property abuts an alley, the off-street parking space for the accessory dwelling unit shall gain access from the alley. Parking shall be developed in accordance with the standards in Chapter [17.36](#).

K. The property owner, which shall include title holders and contract purchasers, must occupy either the principal unit or the accessory dwelling unit as their permanent residence for more than six months out of each year. The owner shall record a covenant with the Skagit County auditor stating that the owner resides at the property; the covenant shall be approved by the director. The

property owner shall submit proof that the covenant has been recorded with the Skagit County auditor's office prior to issuance of the building permit.

The planning director may waive this requirement for temporary absences of less than one year, where the accessory unit has been a permitted use for at least two years and the owner submits proof of absence from the region.

L. The current owner will notify prospective purchasers of the limitations on ADUs.

M. Upon sale of the property, a new owner shall be required to amend the ADU development authorization application, sign a new affidavit stating that the owner will live on site and pay the Sedro-Woolley ADU reauthorization fee.

N. The ADU may not be segregated in ownership from the principal dwelling unit.

O. All accessory dwelling units shall also be subject to the condition that such a permit shall automatically expire whenever:

1. The accessory dwelling unit is substantially altered and is thus no longer in conformance with the approved plans; or
2. The subject lot ceases to maintain at least three off-street parking spaces; or
3. The owner ceases to own or reside in either the principal or the accessory dwelling unit as specified in subsection K of this section.

P. Recreational vehicles, "park models" or temporary housing shall not be utilized as an accessory dwelling unit.

Q. The accessory and principal dwelling unit shall comply with all applicable requirements of the International Residential Code and zoning ordinance as adopted or amended by the city.

R. A permit for an accessory dwelling unit shall not be transferable to any lot other than the lot described in the application.

S. No more than four occupants may reside in an ADU, regardless of relationship.

T. ADUs shall look like a residential building and resemble the primary dwelling. Metal sided buildings (such as buildings that were originally designed as a shop or garage) must be improved to resemble the primary dwelling. The planning director may approve alternate design of detached ADUs if the proposed building meets the design standards for residential buildings in a planned residential development. This clause is intended to allow for ADU designs that are aesthetically interesting but may not resemble the architecture of the primary dwelling. There are many off-the-shelf ADU designs that provide a high level of aesthetic interest, but may not be similar to the primary dwelling.

U. The address of the ADU shall be the same as the main house with a “b” added to the end of the address number.

V. Short-term rentals are not permitted on properties with an accessory dwelling unit.

W. The owner of any accessory dwelling unit established prior to the effective date of the ordinance codified in this chapter may submit application to the city to legally permit the existing unit pursuant to the provisions of this chapter. If application is made within eighteen months from the effective date of the ordinance codified in this chapter, no penalty shall be imposed for the maintenance of the nonpermitted accessory dwelling unit.

If the owner of an existing unauthorized ADU applies to make the unit legal, but cannot meet all of the standards, the owner will be allowed a “grace period” of six months from date of application to comply with applicable standards. However, where health and safety is an issue, the building official will determine when the necessary modifications must be made. If the owner cannot meet the standards, the unauthorized accessory unit must be removed or its use as a dwelling must be suspended. (Ord. [1954-20](#) § 1 (Exh. A)(part), 2020)