



**DRAFT
ADU WORKING GROUP ACTION MINUTES**

5:30pm in the Conference Room, City Hall
420 Litho Street, Sausalito, CA

Monday, March 19, 2012

5:30 P.M. CALL TO ORDER- 5:37PM

A. Attendance

Working Group: Chair Joan Cox, Vice Chair Ray Withy
Staff: Community Development Director Jeremy Graves, Associate Planner Lilly Schinsing
Public: Michael Rex, Stan Hales

B. Discussion Items

1- Types of ADUs

The Working Group discussed four types of ADUs—internal conversions, garage conversions, attached and detached units. The consensus was to explore all options, subject to standards.

2- Zoning Districts/Neighborhoods

The Working Group by consensus agreed to explore allowing ADUs in R-1-20, R-1-8, R-1-6, R-2-5, R-2-2.5 and R-3 Zoning Districts. It was suggested that only one detached ADU be allowed per parcel.

3- Allowed Sizes of ADU 4- Parking Requirements

The Working Group by consensus agreed to explore the following standards:

	Ministerial Review min/max size max # bedrooms parking requirements	Discretionary Review¹ max size max # of bedrooms parking requirements
<i>Interior Conversions</i>	<i>500 square feet²/40% of primary unit up to 1,000 square feet</i> <i>2 bedroom maximum</i> <i>1 parking space/bedroom</i>	<i>No Discretionary Review</i>

¹ CUP on lot greater than or equal to 8,000 square feet

² Research State Minimum Standards

	Ministerial Review min/max size max # bedrooms parking requirements	Discretionary Review¹ max size max # of bedrooms parking requirements
<i>Attached Units</i>	500 square feet /30% of primary unit up to 700 square feet	40% of primary unit, up to a max of 1,000 square feet
<i>Detached Units</i>	1 bedroom maximum 1 parking space/bedroom	2 bedroom max 2 parking spaces

Exceptions to parking:

1. *If it can be demonstrated that it is not feasible to accommodate an unobstructed 19x20 space on the parcel, tandem will be allowed without a CUP.*
 - *Conditions: the tandem parking space must not be located on a shared driveway, it must be provided safely, it cannot be in the public right of way*
2. *If it can be demonstrated that it is not feasible to accommodate a parking space on the parcel, the applicant may submit a parking study that shows the availability of on-street parking. If it is demonstrated that there is adequate on-street parking, the parking requirement may be relieved without a variance.*
 - *Conditions: the main unit(s) must meet all current parking requirements.*

5- Exemptions From Development Standards

The Working Group by consensus agreed to explore the following standards:

- *Ministerial review:*
 - ☐ *Floor Area exemption for up to 500 square feet of an ADU*
 - ☐ *No exemptions for building coverage/impervious surfaces*
 - ☐ *Allow parking to be provided in setbacks (even elevated structures)*
- *Discretionary review:*
 - ☐ *Allow an exemption from building coverage/impervious surfaces. Specific findings need to be crafted.*

C. Adjournment- 7:30PM

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