



## SAN JUAN COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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### ACCESSORY DWELLING UNIT (ADU) 2022 LOTERY

#### Frequently Asked Questions

#### Why does the County have an ADU lottery every year?

Resolution 59-2009 limits the number of ADU that can be constructed each year and requires an annual lottery to award winners who may submit a building permit application for a **detached** ADU outside of Activity Centers and Urban Growth Areas.

#### How many detached ADUs can be built each year?

Due to a response to a Growth Management Hearings Board case as implemented by [Resolution 59-2009](#), the number of detached ADU permits issued each year cannot exceed 12 percent of the total number of building permits for single family residences outside of activity centers issued in the previous year. Ten of the 12 percent is allocated for new ADU construction and 2 percent is allocated for the conversion of existing buildings legally existing for five years to ADU.

#### Do I need to be an ADU lottery winner to submit a building permit application for an attached or internal ADU?

No, anyone can apply for the construction of an attached or internal ADU at any time.

#### How many detached ADU permits can be issued in 2022?

Outside of activity centers and urban growth areas, the number of detached ADU permits that may be issued for 2022 are:

Nine (9) for the construction of new detached structures as ADUs.

Two (2) for the conversion of structures legally existing for 5 years into ADUs.

There is no restriction on the number of permits issued for detached ADUs inside of Activity Centers and Urban Growth Areas.

#### What is the fee for an ADU eligibility application?

The fee is \$245.

#### Where can I find an ADU eligibility application?

The application may be picked up from the Department of Community Development (DCD) office at 135 Rhone Street, Friday Harbor, WA or found on-line at:

<https://www.sanjuanco.com/DocumentCenter/View/6283/Detached-ADU-Eligibility-Application>

under permit forms and information. This can also be applied for online (see below).

### [When can I submit my ADU eligibility application?](#)

An ADU eligibility application can be submitted to DCD between January 3, and February 7, 2022 at 4:30 pm. If more applications are submitted than the number of ADU for 2022, an ADU lottery will be held on February 28, 2022. Applications received after the February 7, 2022 deadline will be added to the appropriate waitlist.

### [What constitutes eligibility for inclusion in the ADU lottery?](#)

To be eligible for an ADU, proposals must meet the lot size and land use designation criteria in San Juan County Code (SJCC) 18.40.240.

### [Can I submit the application online?](#)

Yes. Please submit via the online permit center at [co-sanjuan-wa.smartgovcommunity.com](https://co-sanjuan-wa.smartgovcommunity.com).



### [Online portal instructions](#)

### [What is an Accessory Dwelling Unit \(ADU\)?](#)

ADUs are commonly called guest houses. They are defined in SJCC 18.20.010 as:

"Accessory dwelling unit (ADU)" means a living area that is accessory to the principal residence, located on the same lot, and that provides for sleeping quarters, kitchen, and sanitation facilities. An ADU may be internal, attached or detached.

### [What is a detached ADU?](#)

Detached ADU is defined in SJCC 18.20.040 as:

"An accessory dwelling unit that is physically distinct from the principal residence. To be detached, the ADU and principal residence may not be connected or must be structurally independent per the International Residential Code."

### [What is an attached ADU?](#)

Attached accessory dwelling unit is defined in SJCC 18.20.010 as:

"an ADU which is internal to or attached to the principal residence by (1) a common wall, or (2) a continuous roof and exterior wall enclosures, or (3) a continuous roof no less than six feet in width, the area of which is included in the living area of the ADU."

### What is an internal ADU?

Internal ADU (IADU) is defined in SJCC 18.20.090 as:

“An ADU that is part of the principal residence and provides for egress and ingress between the IADU and principal residence, or that shares a common wall with the principal residence but has separate egress and ingress.”

### What if I am eligible to submit an ADU building permit application?

An ADU Lottery application slot allows for the construction of a **detached ADU** on any lot for which San Juan County Code allows a principal residence as the principal use and if all code requirements are met (see all of SJCC 18.40.240).

If you are notified that you are eligible, a building permit application can be submitted for a **detached ADU** proposed outside of Urban Growth Areas or Activity Centers. You must have notification from DCD that you are eligible before you submit an application in those areas to construct a new detached ADU or convert an existing detached accessory structure that has legally existed for no less than five years into a detached ADU.

### What are the ADU standards that must be met?

ADU development standards are found in SJCC 18.40.240, available online:

<https://www.codepublishing.com/WA/SanJuanCounty/#!/SanJuanCounty18/SanJuanCounty1840.html#18.40.240>

Some of the key standards are:

- 1) **Size:** An accessory dwelling unit shall not exceed 1,000 square feet in living area as defined in SJCC 18.20.120.
- 2) **Parking:** At least one additional off-street parking space shall be provided for the accessory dwelling unit in addition to the parking required for the principal residence.
- 3) **Driveway and Utilities:** An accessory dwelling unit shall use the same driveway, septage/sewer system, and water system as the principal residence.
- 4) **Parcel Size:**
  - a) There is no minimum parcel size for a detached ADU in urban growth areas and activity centers.
  - b) A detached ADU is not permitted on parcels less than: (i) five acres in size in any rural district, (ii) 10 acres in size in the agricultural district, and (iii) 20 acres in size in the forest district.
- 5) **Location:** Absent special circumstances and the director's approval, the maximum distance between the closest vertical walls of the main house and a detached accessory dwelling unit shall be no more than 100 feet.

### What is the deadline to submit a building permit application if I win an ADU lottery slot?

ADU lottery winners are required to submit a **complete** building permit application to DCD no later than **4:30 PM on July 28, 2022**.

### What happens if a lottery winner does not submit a complete building permit application by the deadline?

If an ADU lottery winner fails to submit a complete building permit application by the deadline, their eligibility will be null and void. That eligibility will then be available to the next applicant on the ADU eligibility wait list.