



## RECOMMENDATIONS

on

# ACCESSORY DWELLING (AD) PROPOSAL

Note: The shading highlights elements with different alternatives under consideration.

Family/Caregiver Suites			
	ELEMENT	OPTIONS included in proposed ordinance	Recommendation
1	Family/Caregiver Suite	A. Amend family suite provisions to allow 1 unrelated caregiver for an elder, person with disability or child under age 13 who is an occupant of the main dwelling. B. Same as A but with no age restriction on child under care. C. Same as B but allow up to 2 unrelated persons. D. Allow all households to have caregivers, not requiring an elder, person with disability or child to be an occupant of the main dwelling. Allow up to 2 unrelated persons, at least one of whom is a caregiver.	C
Accessory Dwellings			
	ELEMENT	OPTIONS included in proposed ordinance	Recommendation
2	Type of Unit	A. Interior ADs only.	A
3	Type of House	A. Allow in single-family detached houses only.	A
4	Lot Requirements	A. Lot must meet minimum area and width requirements of the zoning district. B. Lot area must meet minimum lot requirements of the district, but not width.	A
5	Approval Process	A. Administrative approval by Zoning Administrator, plus necessary permit approvals, inspections and Certificate of Occupancy when completed	A
6	Size Limits	A. 50% of main dwelling (or 1/3 of total AD and main dwelling combined), up to a maximum of 750 feet. B. Same as A, and also include definition of GFA. C. Same as B, but allow ADs to be a minimum of 500 sq. ft. regardless of the size of the main dwelling. D. Same as B, but for a main dwelling smaller than 1000 sq. ft., allow ADs to be a minimum of 80% of the main dwelling, up to 500 sq .ft.	D
7	Owner Occupancy Requirement	A. Required, no waivers permitted.	A
8	Maximum Occupancy	A. Maximum of two persons.	A
9	Owner provision of access for Code Enforcement staff	A. Owner agrees to cooperate with Code Enforcement staff for annual inspections and in response to complaints.	A
10	Deed Covenant	A. Required.	A
11	Certificate of Occupancy	A. Required at initial occupancy.	A
12	Affidavit of Compliance	Affidavit of Compliance required at initial occupancy and whenever new tenants move in: A. Includes names of tenants on affidavit. B. Does not include names of tenants on affidavit, but requires owner to provide a copy of a signed lease upon request.	A

## RECOMMENDATIONS ON ACCESSORY DWELLING PROPOSAL

### Accessory Dwellings

	<b>ELEMENT</b>	<b>OPTIONS included in proposed ordinance</b>	<b>Recommendation</b>
13	Parking Requirements	AD triggers a parking survey. If the block is more than 65% parked and there are one (1) or two (2) existing off-street spaces, then those spaces must be maintained; and if there are no existing off-street spaces, one (1) off-street parking space must be created: A. Do not specify what counts as a parking space other than as provided in Section 33. B. Require parking spaces to be standard size (as counted and created new) and explicitly address tandem spaces in the ordinance. C. Require parking spaces to be standard size, as in B above, but do not explicitly address tandem spaces.	B
14	Public Notification	A. Note approval in County's Real Estate Database.	A
15	Design Guidelines	A. AD door cannot be on the same side of house as the main entrance. B. AD on a corner lot cannot have its entrance on a side of the main dwelling that is visible from the street. C. AD on a corner lot cannot be have its entrance visible from the street. D. Exterior stairs to a 2nd floor dwelling cannot be visible from the street. E. Staff will develop a voluntary style guide for owners considering additions to their homes.	A B A A
16	Home Occupations	A. Home Occupations permitted in the AD, except "Contractor and Service Business." B. Home Occupations permitted in the AD, as above, but not permitted to have employees on the premises, except in the case of an employee providing assistance to a person with disabilities who resides in the AD.	B
17	Annual Report	A. Yes	A
18	Fee	A. Not recommended at this time. Applicants will be required to pay fees for building and trade permits, the Certificate of Occupancy and to record the deed covenant.	A

#### What Is an Accessory Dwelling (AD)?

An accessory dwelling is a second dwelling with kitchen, bathroom, and separate entrance on a single family lot. It may be inside the main house or detached. County staff recommends that ADs only be permitted inside a single-family detached houses, e.g. in a basement, on the second floor, or in an addition to the house.

#### What Is a Family Suite?

A family suite is “not more than two (2) rooms plus a bathroom and efficiency kitchen”. It may only be occupied by persons related by blood, marriage or adoption. The Zoning Ordinance limits occupancy of a family suite to no more than two relatives. The maximum size is 500 sq. ft. It must have interior access to the rest of the dwelling (but may have its own entrance). It may not have separate utilities.

#### What Is the Timeline for Community Review?

- **January:** Housing Commission releases recommendation
- **Jan. 31:** County Board work session with Housing Commission
  - County Board directs staff to begin public process
- **January-June:** Meetings with community to educate residents on the proposal and to seek community comment
- **March 31:** Community Forum on Housing Commission proposal.
- **May 1:** Community Forum on Draft Staff Recommendations
- **May 20:** County Board reviews Request to Advertise
- **July 7:** Planning Commission holds public hearing
- **July 10:** Housing Commission holds public hearing
- **July 19:** County Board holds hearing to review proposal

**For more information:** Go to [www.arlingtonva.us](http://www.arlingtonva.us) and search for “Accessory Dwelling” or contact Fran Lunney, Coordinator of Housing Planning, Arlington Housing Division at 703.228.3785 or [flunney@arlingtonva.us](mailto:flunney@arlingtonva.us).