



CITY OF LOS ALAMITOS

ACCESSORY DWELLING UNIT (ADU) APPLICATION

Development Services Department
3191 Katella Ave., Los Alamitos, CA 90720-5600
Phone: (562) 431-3538 Fax: (562) 493-0678

FOR OFFICE USE ONLY
Filing Fee: \$454.00
(Large Plan Check)
ADU# _____
Received: _____
 Approved Denied

The plan check process for Accessory Dwelling Units (ADUs) is a 120-day period from the date a complete plan check application is submitted to the Building and Safety Department to the date permits are issued. ADU plan check reviews, which are not completed within the 120-day period, will be denied. It is the responsibility of the property owner to ensure that a complete ADU application, including plans and supporting documentation, is submitted to the Building Services Division. ADU applications, which do not meet all the minimum development standards, to include those standards in Los Alamitos Municipal Code (LAMC) Section 17.38.150, and the plan check submittal requirements, will not be accepted for plan check. **It** is the responsibility of the property owner to ensure that all subsequent plan re-checks are submitted to the Building and Safety Department within *two weeks* of receiving corrections.

PROJECT PROPERTY ADDRESS _____

APN Number _____

PROPERTY OWNER _____ Contact Person _____

Email (required) _____ Driver's License Number _____

Address _____

Phone _____ Cell _____

ARCHITECT _____

Email (required) _____

Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____

PROPOSED PROJECT SPECIFICATIONS

Type of ADU: _____ Attached _____ Detached Living Space Square Footage _____

Height of ADU _____ Number of Bedrooms in ADU _____ Number of Stories _____

Parking Spaces provided (for ADU) _____ Covered Spaces _____ Distance from Public Transit _____

Parcel Dimensions: Width _____ Depth _____

Parcel Area _____ Lot Coverage of entire parcel (sq. ft.) _____

Setbacks: Front _____ Rear _____ Side _____ Side _____

Distance from Main Dwelling _____

Does the ADU Contain:

Permanent Foundation Yes No

Kitchen Yes No

Bathroom Yes No

One Bedroom Yes No

Additional Parking Space Yes No

MAIN DWELLING FACTS

Number of parking spaces (for main dwelling) _____ Covered Spaces _____

Living Space Square Footage _____ Garage Square Footage _____ Sprinklers Installed _____

Setbacks: Front _____ Rear _____ Side _____ Side _____

Requirements – Must Accompany Request (at a minimum)

1. **Three (3) sets of large plans, two (2) sets of engineering calculations to include Site Plan, Floor Plan, and Elevations (with the same materials used as main building), one (1) set of 11" x 17" plans**
2. **Photographs of the Site and adjacent properties**
3. **Title Report (less than six months old)**
4. **Declaration or Agreement of Deed Restriction**

I hereby certify that all information contained in this application, including all plans and materials required by the City's application submission requirements, is, to the best of my knowledge, true and correct. FALSE OR MISLEADING INFORMATION GIVEN IN THIS APPLICATION SHALL BE GROUNDS FOR DENYING APPLICATION. I hereby grant the City authority to enter onto the property to conduct site inspections and to post any required public notices.

Name of Property Owner(print) _____

Signature of Property Owner _____ Date _____

EXAMPLE OF LAND USE RESTRICTION

DO NOT RECORD

**RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:**

City of Los Alamitos
Attn: Development Services Director
3191 Katella Avenue
Los Alamitos, CA 90720

APN : _____ (Space above this line for Recorder's Use Only)

COVENANT AND AGREEMENT REGARDING ACCESSORY DWELLING UNIT

The undersigned hereby certify that *[Property owner's name is/are the owner(s)]* of the hereinafter described real property located at *(property address)* _____ in the City of Los Alamitos, County of Orange, State of California, commonly known as APN No. _____

Legal Description of the property _____
(the "Property").

I/we have applied for approval from the City of Los Alamitos (hereinafter "City") to construct an accessory dwelling unit (the "Accessory Dwelling Unit" or "ADU") on the Property. The size, location, orientation, and floor plan of the Accessory Dwelling Unit are more specifically depicted on the Site Plan and Floor Plan attached hereto as Exhibits "A" and "B", respectively, which Exhibits are incorporated herein by reference. The attributes of said Accessory Dwelling Unit generally include:

Type (Check One): Attached _____ Detached _____ Within Existing Structure _____

Size of: (1) ADU _____ sq. ft. (2) Porch/Patio _____ sq. ft. (3) Garage _____ sq. ft.

Sleeping Rooms (Check One): Efficiency _____ Studio _____ 1 BR _____ 2 BR _____

Number of Additional On-Site Parking Spaces Required For ADU : _____

Pursuant to the Los Alamitos Municipal Code, as a condition to City's issuance of a building permit for said Accessory Dwelling Unit and any associated porch, patio, or garage, I/we do hereby covenant and agree for ourselves, heirs, assigns, transferees and successors, with the City of Los Alamitos as follows:

1. That the Accessory Dwelling Unit and any associated porch, patio, or garage shall be designed, constructed, and maintained in a manner consistent with the attributes listed above, the Site Plan and Floor Plan attached hereto, the building permit(s) issued by the City, and the provisions of Subsection 17.38.150 of the Los Alamitos Municipal Code pertaining to Accessory Dwelling Units, as it may be amended from time to time.
2. That, the Accessory Dwelling Unit shall not be sold or owned separately from the primary dwelling unit, and the Property shall not be subdivided in any manner which would authorize such separate sale or ownership.
3. That the Accessory Dwelling Unit shall not be rented for a term of less than thirty (30) days.

4. That the required number of parking spaces identified above shall be provided for the Accessory Dwelling Unit at all times, in addition to the required parking spaces provided for the primary dwelling unit. Said parking space(s) may be provided (a) within an approved garage, (b) as tandem parking on the existing driveway, or (c) within the approved setback areas depicted on the Site Plan attached at Exhibit "A."
5. That the Accessory Dwelling Unit shall be considered a legal unit only so long as either the primary dwelling unit, or the Accessory Dwelling Unit, is occupied by an owner of record of the Property as his or her principal residence. In the event an owner of the Property shall cease to occupy a unit on the Property, the Accessory Dwelling Unit shall automatically become un-habitable space, shall not be used as a dwelling unit, and shall not be rented or leased for any purpose.

This Covenant and Agreement shall run with the land and shall be binding upon ourselves, future owners, their heirs, and successors and assignees and shall continue in effect until and unless approved otherwise by the City of Los Alamitos, acting through its City Manager. It is specifically intended that the benefits and burdens of this Covenant and Agreement run with the land. Lack of compliance with this Covenant and Agreement shall be good cause for legal action against the owner(s) of the Property to enforce compliance. If the City is required to bring legal action to enforce this Covenant and Agreement, then the City shall be entitled to its attorney fees and court costs.

In the event of any conflict between the provisions of this Covenant and Agreement and the provisions of city, state, or federal law, the provisions of city, state, or federal law shall govern.

PROPERTY OWNER(S) SIGNATURE(S)

Name: _____

By: _____

Date: _____

Title: _____

Name: _____

By: _____

Date: _____

Title: _____

Note: Signatures of Property Owners must be acknowledged before a Notary Public.