
Accessory Dwelling Units

Brochure #40

Washington State law requires that any city with a population of 20,000 or more include development opportunities for accessory dwelling units. In 2008, the city of Mukilteo's population surpassed 20,000, and the City Council adopted Ordinance No. 1219 in 2009, recognizing accessory dwelling units as a development opportunity.

An accessory dwelling unit (ADU) is intended solely as a supplemental dwelling on a lot with an existing home. The lot cannot be subdivided (for purposes of selling the ADU), and the ADU remains an accessory use to the primary home. **An ADU may only be established if the property owner is a resident in either the ADU or the primary dwelling. This is an absolute requirement that must be met.**

WHAT IS AN ACCESSORY DWELLING UNIT?

An accessory dwelling unit, or ADU, is simply a smaller, secondary living quarters to an existing home. To be considered a separate living quarters, the unit must provide a living space, a bedroom, and kitchen, and a bathroom. Mother-in-law apartments and extended family dwelling units are the most commonly recognized ADUs.

The City of Mukilteo regulations recognize three types of ADUs:

- Interior—the ADU is structurally integral to the primary dwelling.
- Attached—the ADU shares a common wall or roof line with the primary dwelling, but is not structurally integral.
- Detached—the ADU is a completely separate structure from the primary dwelling.

City of Mukilteo
Planning & Community Development Department
11930 Cyrus Way
Mukilteo, WA 98275
(425) 263-8000

WHAT ARE THE REQUIREMENTS FOR BUILDING AN ADU?

An ADU is only permitted if the property owner lives in either the primary dwelling or in the ADU. ADUs are allowed on single-family residential lots 5,000 square feet or greater in size. Detached ADUs are only permitted on lots 10,000 square feet or greater.

In Mukilteo, ADUs must meet certain design requirements, including but not limited to:

- Maximum floor area of 700 sq. ft. and no more than 60% of the principal dwelling's floor area (whichever is smaller).
- No more than one bedroom.
- The exterior style must complement the primary dwelling unit's style (trim, color, window orientation/size, etc.)
- Four off-street parking spaces must be provided—two for the primary dwelling and two for the ADU. The parking spaces for each unit must be independent of the other spaces (they must be accessible to the street without having to cross the other unit's spaces).

ADUs are not permitted on any property that also has any of the following uses:

- Existing ADU or extended family dwelling unit
- Family home daycare
- Housing for people with functional disabilities
- Rooming and boarding

WHAT DO I NEED TO SUBMIT TO APPLY FOR AN ADU PERMIT?

ADU permit applications require the following submittal items:

- Land Use application form
- ADU application form
- Review fee
- Height worksheet (for detached)
- Sewer, water, and PUD availability letters
- Site Plan
- Title certificate less than 30 days old
- Building Permit application (if applicable)
- Prior to permit issuance, a Land Use Binder and Owner Occupancy Affidavit must be recorded with Snohomish County. The permit must be renewed annually by submitting a new affidavit.

Additional submittal items may be required depending upon the extent of any construction involved. Use the submittal checklist (available at <http://www.ci.mukilteo.wa.us/files/doc-submittal%20checklist.pdf>) to help you determine what more you may need in order to complete the application.

WHAT ELSE DO I NEED TO KNOW ABOUT ADU PERMITS?

An ADU permit is not transferable. It is linked inseparably to both the property owner and the property itself. It will expire if:

- An applicant is no longer the property owner or no longer resides on the property
- An Owner's Occupancy Affidavit is not submitted annually by the deadline
- The ADU is modified so that it no longer conforms to the intent of the approved plans
- Parking requirements are not met
- Access to inspect the property is not granted in a timely manner

WHAT FEES CAN I EXPECT TO PAY?

Fees will vary depending on the extent of new construction and which water and sewer district the unit is located. Mukilteo is served by two water and sewer districts with have different fees.

City fees include:

- Building Permit: **Varies based on the value of construction**
- Accessory Dwelling Unit Fee: **\$313.00**
- Mitigation Fees:
 - *Park Mitigation:* **\$1,611.00**
 - *Traffic Mitigation:* **\$1,875.00**

Utility connection fees:

- The northern portion of the city is served by Mukilteo Water & Wastewater District. Contact the District at (425) 355-3355 for their current fees and requirements.
- The southern portion of the City is served by the Alderwood Water & Wastewater District. Contact the District at (425) 743-4605 for their current fees and requirements.

Snohomish County fees:

- The Owner Occupancy Affidavit and the Land Use Binder must be recorded with the County. Contact the County at (425) 388-3411 for the current recording fee rates.

WHAT IF I DIDN'T KNOW ABOUT ADUs BEFORE NOW?

ADUs built illegally prior to the effective date of Ordinance 1219 may become legal if:

- Property owners reside in one of the units on the lot,
- All required permits are obtained,
- All design requirements are met,
- Mitigation and other fees are paid, and
- The application is approved

For questions or additional information:

Call...

City of Mukilteo
Department of Planning & Community Development
(425) 263-8000
Fax: (425) 212-2068

Location...

11930 Cyrus Way
Mukilteo, Washington 98275

Hours...

Monday - Thursday
7:30 a.m. to 5:00 p.m.
Friday
7:30 a.m. to 4:30 p.m.

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