



## Draft Summary of ADU Standards

Survey Conducted in August 2017

Prepared September 8, 2017

# Summary of San Mateo County Jurisdictions ADU Standards Survey

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## A. Process

21 Elements conducted a survey of ADU standards of jurisdictions in San Mateo County in June/July 2017. Below are the key findings from the survey. Complete survey results can be found in the appendix later in this document. Information for this summary is based on 20 of the 21 jurisdictions located in San Mateo County.

The process for collecting the information below included completion of a survey form by each of the jurisdictions in San Mateo County. In addition to the information contained in this document, a one-page summary of each jurisdiction's standards is available. Information was reviewed with jurisdictions to ensure accuracy.

Below are key findings from the jurisdiction survey — importantly, it should be noted there are many different standards and

requirements, and lack of consistency of standards and requirements, among the 21 jurisdictions. Following the important takeaways (Section B) is a listing of composite standards (Section C) and then jurisdiction-specific standards and responses to the survey (Section D).

### Option A – Recently Approved ADUs

#### Recently approved ADU – Example #1 information

Size in square feet	
Attached, detached or junior ADU:	
Other relevant information:	
Year approved	

<b>Jurisdiction Charges</b>	
Entitlement Fees:	
Building Fees:	
Impact Fees:	Please list individually
Other: (Please describe)	
Total:	

<b>Non-Jurisdiction Charges</b>	
Water	Name of district: Fee:
Sewer district fees	Name of district: Fee:
School fees:	Name of district: Fee:
Other fees:	Name of district: Fee:
Total:	

Sample of Jurisdiction ADU Survey Form

## B. Important Takeaways

- (1) **Compliance with Recent State Law Requirements.** Most jurisdictions have updated their ADU standards to comply with state law (13 jurisdictions) or are in the process of doing so (4 jurisdictions).
- (2) **Encouraging ADUs.** Many jurisdictions are actively promoting ADUs.
- (3) **Increase in ADUs.** There has been a slow and steady increase in the annual number of ADUs approved from 2010-2016, increasing from 44 to 92. There are now approximately 3,300 ADUs in San Mateo County.
- (4) **Future ADU Potential.** More than half of jurisdictions estimate that over 75% of residential lots in their community are eligible to construct an ADU.
- (5) **ADU Size Limitations.** The median limit on ADUs is 900 square feet (range is from 640 to 1,500 square feet) and most jurisdictions allow two bedroom ADUs. Only 4 jurisdictions have minimum size limits for ADUs.

## C. Summary of Findings

Topic/Question	Summary										
1. <b>State law:</b> Has the jurisdiction updated its ADU standards to be consistent with state law?	Mostly yes (13 done, 3 in process, 4 no)										
2. <b>Other standards:</b> Have there been other changes to your jurisdiction's ADU standards?	Generally no (16 no, 4 yes)										
3. <b>Future changes:</b> Do you anticipate any changes in the coming two years?	Mostly no (12 no, 4 only to comply with state law, 2 yes)										
4. <b>Ministerial ADU design standards:</b> Do you think there would be Council interest in ministerial ADU design standards in your jurisdiction?	<div>Moderate interest (12 responded 3+ on a 1-5 scale)</div> <div><div>No Interest</div><div>Strong Interest</div><table><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>*</td><td>**</td><td>***** **</td><td>****</td><td>*</td></tr></table></div>	1	2	3	4	5	*	**	***** **	****	*
1	2	3	4	5							
*	**	***** **	****	*							
* Represents one jurisdiction											

5. **ADU Amnesty Program:** Do you think there would be Council interest in an ADU amnesty program, to encourage illegally built ADUs to be legalized?

Moderate interest (14 responded 3+ on a 1-5 scale)

No interest

Strong interest

1	2	3	4	5
	**	***** **	*****	**

\* Represents one jurisdiction

6. **ADUs Approved Recently:** How many ADUs has your jurisdiction approved in recent years? (2010-16)

**Countywide**

**Most Approved**

2010: 44	Hillsborough: 107
2011: 57	East Palo Alto: 70-105
2012: 56	Atherton: 47
2013: 63	Daly City: 40
2014: 74	Portola Valley: 39
2015: 75	Woodside: 31
2016: 92	

About half the jurisdictions saw an upward trend in the number of ADUs built from 2010-16, while the other half did not present such a consistent trend.

7. **Approved ADUs:** How many (approved) ADUs are there in your jurisdiction?

There are at least 3,381 approved ADUs in the entire county. Seven jurisdictions have over 100 ADUs. Eight jurisdictions have fewer than 100 approved ADUs. The jurisdictions with the most ADUs are Daly City (1,436), San Mateo County (732), and San Carlos (232).

8. **ADU Promotion:** Is your jurisdiction actively taking steps to encourage ADUs?

Sixteen of the 20 jurisdictions are promoting ADUs. The most common methods include simplification / streamlining of the ADU process, outreach / advertising (including promotion on city website), and fee reduction.

9. **ADU Eligibility:** Please give a rough estimate of the number and percent of residential lots that are for second units.

Six of 15 jurisdictions estimate that all residential lots are eligible for ADUs and seven estimate that most residential lots are eligible. The remaining three estimate that fewer than 25 percent are eligible.

10. <b>Junior ADUs:</b> Do you allow Junior ADUs?	Slightly more than half do not, while the remaining jurisdictions allow junior ADUs or something similar. (10 no, 5 yes, 3 allow something similar)
11. <b>ADU Process:</b> Please summarize the design review and/or ADU permitting approval process.	Most jurisdictions require only staff review with the building permit. About one third of jurisdictions require planning review. About one third of cities require design review.
12. <b>Short-Term Rentals:</b> Do you limit short-term rental of ADUs?	Mostly yes (13 yes, 6 no)
13. <b>ADU Incentives:</b> Do you have incentives for promoting ADUs that it would be helpful to highlight?	Ten jurisdictions offer incentives, which include reducing the lot size required for an ADU, allowing larger ADUs, minimizing fees, streamlining the approval process, relaxing setback requirements, not requiring a separate water connection, and offering parking exceptions.
14. <b>ADU Barriers:</b> What do you see as the biggest barriers to ADUs in your community? Is it fees, neighbor concerns, the design review process, other?	The most frequently mentioned barriers were lot size / space limitations, parking, and financing. Jurisdictions also mentioned complying with building standards, neighborhood concerns, the design review process and physical lot challenges (streams, slope, etc.).
15. <b>Unit Size Range:</b> What is the maximum and minimum square footage for ADUs?	<b>Maximum:</b> Median: 900 sf Range: 640-1500 sf <b>Minimum:</b> 150 sf (only 4 jurisdictions have a min.)
16. <b>Two bedroom ADUs:</b> Are two or more bedroom second units permitted?	Almost all yes (17 yes, 2 no)
17. <b>Maximum height:</b> What is the maximum height for ADUs?	<b>Attached:</b> Median: 28 feet range: 15-35 feet <b>Detached:</b> Median: 26 feet range: 12-35 feet
18. <b>Location and Setbacks:</b> Where can ADUs be located on a property? What are the setbacks for ADUs?	Most jurisdictions (11) allow for ADUs anywhere providing for setbacks. Most jurisdictions require the same setbacks as the primary dwelling, while some have lessened the requirements.
19. <b>Zones:</b> What zones are ADUs permitted in?	Eleven jurisdictions allow ADUs in all residential areas, while 8 allow in some residential areas
20. <b>ADUs on Multifamily Sites:</b> Do you permit ADUs on sites with multifamily buildings?	Mostly no (11 no, 5 yes, 3 n/a)

21. <b>Minimum Parcel Size:</b> <i>What is the minimum parcel size required for an ADU?</i>	Most jurisdictions do not have a minimum. The six that do have a median of 6,250 square feet and a range of 5,000-43,560 square feet
22. <b>Other Restrictions:</b> <i>Are there other limits on which sites can have an ADU besides the zone and parcel size?</i>	Very few have any other restrictions (14 no, 3 yes)
23. <b>Locational Limits:</b> <i>Do you have proximity or density limits for ADUs. (e.g. there can only be one second unit per block)?</i>	Mostly no (17 no, 2 yes)
24. <b>Required Parking Spaces:</b> <i>How many parking spaces are required?</i>	Most jurisdictions require one spot (10 total). Four jurisdictions require no parking and in four jurisdictions parking required is dependent on the number of bedrooms.
25. <b>Parking in Setbacks:</b> <i>Is ADU parking allowed within building or other setbacks?</i>	Yes (16 yes, 3 n/a)
26. <b>Tandem parking:</b> <i>Is tandem parking permitted?</i>	Mostly yes (15 yes, 2 no, 2 n/a)
27. <b>Other Parking Exemptions:</b> <i>Do you allow any other exceptions to parking requirements?</i>	Mostly no (10 no, 6 yes, 3 n/a)
28. <b>Exceptions and Appeals:</b> <i>Are there exceptions to ADU standards and/or is there an appeals process if a homeowner requires an exemption or reduction of ADU standards?</i>	Nine jurisdictions allow exemptions, while four allow appeals. Seven do not allow either.
29. <b>Owner Occupancy:</b> <i>Is there an owner-occupancy requirement for one of the units?</i>	Mostly yes (16 yes, 4 no)
30. <b>Deed Restrictions:</b> <i>Do you require riders to a lease or a notice on a deed or other deed restrictions recorded for ADUs?</i>	Generally yes (11 have some requirement, 9 no)
31. <b>Income Restrictions:</b> <i>Are there income restrictions associated with ADUs?</i>	No (20 no)
32. <b>Multiple ADUs:</b> <i>How many ADUs can a property owner build?</i>	Mostly one (16 allow one ADU, 2 allow two ADUs, 1 allows one ADU plus a guest house)

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1. **State Law:** Has the jurisdiction updated its ADU standards to be consistent with state law?
  - **Updated:** Belmont, Brisbane, Burlingame, Colma, County of San Mateo, Daly City, East Palo Alto, Portola Valley, Redwood City, San Bruno, San Mateo, Woodside
  - **In process:** Foster City, Hillsborough, Pacifica, South San Francisco,
  - **Not updated:** Atherton, Half Moon Bay (exempt), Millbrae, San Carlos
  
2. **Have your jurisdiction's ADU standards changed in the past two years, aside from changes needed to meet the new state law?**
  - **Yes:** County of San Mateo (update for state law went beyond state law), Half Moon Bay (ADUs that confirm to zoning are reviewed through administrative process – no public hearing, parking exemptions readily granted), Redwood City, Woodside (slight change to public hearing process)
  - **No:** Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Hillsborough, Millbrae, Pacifica, Portola Valley, South San Francisco, San Bruno, San Carlos, San Mateo
  
3. **Do you anticipate any changes in the coming two years? If so, please describe.**
  - **Yes (other):** Belmont (possible max increase size), County of San Mateo (minor clean up and to address issues since adoption),
  - **Yes (to comply with state law):** Atherton, Foster City, Pacifica, South San Francisco (may also relax setback requirements), San Carlos
  - **Maybe:** Half Moon Bay
  - **No:** Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Hillsborough, Millbrae, Portola Valley, Redwood City, San Bruno, San Mateo, Woodside
  
4. **Do you think there would be Council interest in ministerial ADU design standards in your jurisdiction?**

Results treated as confidential
  
5. **Do you think there would be Council interest in an ADU amnesty program, to encourage illegally built ADUs to be legalized?**

Results treated as confidential

6. How many ADUs has your jurisdiction approved in recent years?

**Accessory Dwellings Units Approved By Jurisdiction (2010-2016)**

<b>Jurisdiction</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Total</b>
Atherton	1	5	7	8	4	12	10	<b>47</b>
Belmont	1		1	2				<b>4</b>
Brisbane		0	0	0	1	1	3	<b>5</b>
Burlingame	0	0	0	0	6	2	3	<b>11</b>
Colma	0	0	0	0	0	0	0	<b>0</b>
County of San Mateo	0	0	4	1	1	6	5	<b>17</b>
Daly City	6	8	3	7	5	6	5	<b>40</b>
East Palo Alto*	10*	10*	10*	10*	10*	10*	10*	<b>60-90*</b>
Foster City	0	0	0	0	0	0	0	<b>0</b>
Hillsborough	13	13	17	16	18	16	14	<b>107</b>
Half Moon Bay					0	0	3	<b>3</b>
Menlo Park								
Millbrae								
Pacifica						1	1	<b>2</b>
Portola Valley	6	4	3	7	9	3	7	<b>39</b>
Redwood City	1	1	2	1	2	2	15	<b>24</b>
San Bruno	6	3	3	1	3	1	4	<b>21</b>
San Carlos	1	1	1	2	3	3	3	<b>14</b>
San Mateo*	2*	2*	2*	2*	2*	2*	2*	<b>12-18*</b>
South San Francisco	1	3	1	3	6	5	5	<b>24</b>
Woodside	8	7	2	3	4	5	2	<b>31</b>
<b>Total</b>	<b>56</b>	<b>57</b>	<b>56</b>	<b>63</b>	<b>74</b>	<b>75</b>	<b>92</b>	<b>471-497*</b>

Source: Jurisdiction Survey (August 2017)

\* Estimate



7. How many (approved) ADUs are there in your jurisdiction?

**Total Approved Accessory Dwellings Units By Jurisdiction**

<b>Jurisdiction</b>	<b>Approved ADUs</b>
Atherton	70-80
Belmont	
Brisbane	20
Burlingame	22
Colma	3
County of San Mateo	750
Daly City	1,436
East Palo Alto	
Foster City	4
Hillsborough	217
Half Moon Bay	20
Menlo Park	
Millbrae	
Pacifica	
Portola Valley	210
Redwood City	123
San Bruno	71
San Carlos	232
San Mateo	
South San Francisco	33
Woodside	170+
<b>Total</b>	<b>3,381</b>

Source: Jurisdiction Survey (August 2017)

**8. Is your jurisdiction actively taking steps to encourage ADUs? What are they?**

**Yes:**

- **Atherton:** allowing extra sq. ft in main dwelling if ADU included
- **Belmont:** zone text amendments to simplify standards and process
- **Brisbane:** advertise new regulations on city website
- **Burlingame:** accessory living space (guest houses, pool houses, etc.) encouraged to apply as ADUs
- **County of San Mateo:** amnesty program; revised ordinance; rehab loan program; public outreach and publicity
- **East Palo Alto:** reduced standards and required lot size
- **Foster City:** ministerial approval; no capital improvements fee, traffic impact fee or similar fees
- **Hillsborough:** encourage at the counter and in the field; waiving fees; streamlining approval process; no public notice
- **Half Moon Bay:** preparing to hire planning staff with expertise in affordable housing; identified project o provide over-the-counter pre-approved plans
- **Portola Valley:** encourage applicants to include an ADU in their plans during pre-application meetings with planner
- **Redwood City:** reduced parking and setback requirements; removed limitation on bedroom count; advertise on city website; emails blasts about changes to ADU ordinance
- **South San Francisco:** flexible zoning on required parking space and location
- **San Bruno:** advertise on city website, making a checklist
- **San Carlos:** promoting through Housing Element Goal; encouraging local agencies to reduce hook up or other fees
- **San Mateo:** one year 30% fee reduction for Planning Plan Check, Building Plan Check, and Fire Plan Check
- **Woodside:** allow two ADUs on most properties

**No:** Colma, Daly City, Pacifica

**9. Please give a rough estimate of the number and percent of residential lots that are eligible for second units.**

- **All:** Daly City, Foster City, Hillsborough, Redwood City, San Carlos, Woodside
- **Most:** Atherton, Brisbane (79%), Burlingame (approximately 75%), County of San Mateo (60-65%), Portola Valley (72%), South San Francisco (75%), San Bruno
- **Under 25%:** Pacifica (under 10%)

**10. Do you allow Junior ADUs?**

- **Yes:** Belmont, County of San Mateo, Hillsborough, Portola Valley, San Mateo
- **Something similar:** East Palo Alto (have guest house ordinance), Half Moon Bay (have guest house ordinance), South San Francisco (allow for efficiency units), San Bruno (allow for efficiency units)
- **No:** Atherton, Brisbane, Burlingame, Colma, Daly City, Foster City, Pacifica, Redwood City, San Carlos, Woodside

**11. Please summarize the design review and/or ADU permitting approval process?**

City	Approval Process
Atherton	Staff level review for compliance with physical standards.
Belmont	Only building permit review.
Brisbane	No design review. Conversion ADUs (conversion of existing space- no new floor area) require building permit only. New ADUS (new floor area- attached or detached) require administrative planning review (checklist) plus building permit.
Burlingame	Staff-level administrative review of design for consistency with ADU regulations. Very general direction to ensure architecture is compatible with the main residence. No Planning Commission review.
Colma	Staff level administrative use permit required. Design standards would be basic standards already in the code.
County of San Mateo	Some ADUs in the County's Coastal Zone are subject to design review, although it is primarily staff level review. Otherwise, ADUs go through the typical permitting process, with no additional types of review, but with very liberal standards relative to other types of development.
Daly City	There is a planning application that is required.
East Palo Alto	Require planning application, which evaluates parking, zoning, lot size. If approved, can apply for building permit.

Foster City	ADUs are subject to Architectural Review (design review), which requires that staff make specific findings for any residential addition project. Planning Commission hearing required for waterfront additions of 200 square feet or more and for second-story additions of 400 square feet or more.
Hillsborough	Administrative without public notification, hearing or fee. Design review is conducted however to insure architectural consistency.
Half Moon Bay	If the ADU conforms to the zoning code, the approval letter is drafted and notice is provided — the ADU Permit can then be approved by the Community Development Director following the public notice.
Pacifica	Ministerial Building Permit process applying the state standards and those compliance provisions of the City's current ordinance (which are few). The proposed ordinance under consideration will greatly clarify the standards applicable to ADUs. In the Coastal Zone, Coastal Development Permit required, which is a discretionary permit subject to public notice but not a public hearing. The planning director would consider the application for compliance with the ministerial standards and the City's Local Coastal Program standards as they pertain to coastal resource impacts.
Portola Valley	If the ADU meets certain design requirements, then it is eligible for staff approval. Otherwise, it goes before the Architectural Site Control Commission.
Redwood City	For ADUs involving second-story additions, a planning entitlement is required prior to building permit approval. For ADUs on the ground floor, a building permit is required.
San Bruno	A planner reviews the application for completeness, does a site visit, and makes a determination. Eleven out of 13 applications have been approved in 2017, most within 30 days or less.
San Carlos	ADUs are reviewed and approved by Planning Staff before applicants submit to the Building Division for Building permits. ADUs typically take 1-2 months to be approved by Planning Staff.
San Mateo	Design standards are included in city's ADU ordinance and are reviewed as part of the Building permit (ministerial) review process. No separate discretionary design review is required.
South San Francisco	Currently, Design Review Board for standalone new ADU structures and Building Permit submittal.
Woodside	Consistent with state law, only a building permit is required for an ADU. Staff completes design review with the building permit submittal based on the Town's Design Evaluation Criteria in the Municipal Code and the Residential Design Guidelines.

**12. Do you limit short-term rental of ADUs?**

- **Yes:** Atherton, Belmont, Colma, County of San Mateo, East Palo Alto, Foster City, Hillsborough, Half Moon Bay, Pacifica, Portola Valley, San Bruno, San Mateo, Woodside
- **No:** Brisbane (considering), Burlingame, Daly City, Redwood City, South San Francisco, San Carlos

**13. Do you have incentives for promoting ADUs that it would be helpful to highlight?**

- **Burlingame:** fees kept low; amnesty program; streamlined review process
- **County of San Mateo:** very relaxed setback standards
- **East Palo Alto:** considering legalization program or down payment in task force
- **Foster City:** no additional fees from standard Planning and Building permit fees
- **Hillsborough:** allow up to 1,400 square feet
- **Half Moon Bay:** fee reduction; do not require separate water connection; no "Measure D" certificate (growth control); parking exemptions
- **Redwood City:** reduce parking and setback requirements; allow larger ADUs; no bedroom limit
- **San Mateo:** fee reduction

**14. What do you see as the biggest barriers to ADUs in your community? Is it fees, neighbor concerns, the design review process, other?**

- **Belmont:** community concern about size of ADUs (staff proposed 1,200 square feet maximum lowered to 800 square feet); lack of parking requirements has created concern
- **Brisbane:** fees; small lot limitations and high cost of second story construction
- **Burlingame:** parking; privacy concerns due to small lots
- **Colma:** physical lot limitations; parking issues
- **County of San Mateo:** fees; infrastructure availability; neighbor concerns
- **East Palo Alto:** build cost
- **Foster City:** space limitations; physical lot limitations
- **Half Moon Bay:** small lot size
- **Pacifica:** parking in non-exempt areas; access to financing
- **Portola Valley:** construction cost, including infrastructure upgrades (water line, fire sprinklers, foundation cost)
- **Redwood City:** impact on street parking
- **San Bruno:** zoning and size restrictions; parking replacement for garage conversions
- **San Carlos:** cost; neighborhood concerns; design review process
- **San Mateo:** limited available floor area to add
- **South San Francisco:** previously was parking requirement, but state law has removed that barrier
- **Woodside:** individual lot constraints (steep slopes, lack of septic suitability, streams, etc.)

**15. Unit Size Range:** What is the maximum and minimum square footage for ADUs?

**Accessory Dwellings Units Size Range (Square Feet)**

Jurisdiction	Minimum		Maximum
Atherton	None		1,200
Belmont	None	Lesser of 50% of primary residence or 800 sf	
Brisbane	None		1,000
Burlingame	None		640
Colma	None		800
County of San Mateo	None		1,200
Daly City	None	1,200 (applies to detached ADUs only)	
East Palo Alto	None	700-1,000 depending on lot size	
Foster City	150		640
Hillsborough	None		1,400
Half Moon Bay	150		700
Menlo Park			
Millbrae			
Pacifica	If located in existing structure the primary dwelling cannot be less than 850 sf		1,200
Portola Valley	None	1,000-1,500 sf depending on zoning	
Redwood City	None	700 sf unless ADA compliant (then 800 sf) or lots is larger than 10,000 sf (then 900 sf)	
San Bruno	150		640
San Carlos	None	640 sf for detached ADU and 30% of total living area for attached ADU	
San Mateo	None		640
South San Francisco	150	900 sf for detached or 30% of total living area for attached	
Woodside	None	1,500 (subject to total floor area for parcel	

Source: Jurisdiction Survey (August 2017)

**16. Two bedroom ADUs:** Are two or more bedroom second units permitted?

- **Yes:** Atherton, Belmont, Brisbane, Burlingame, Colma, County of San Mateo, Daly City, East Palo Alto, Foster City, Hillsborough, Half Moon Bay, Portola Valley, Redwood City, South San Francisco, San Carlos, San Mateo, Woodside
- **No:** Pacifica (may change), San Bruno

**17. Maximum height:** What is the maximum height for ADUs?

**Accessory Dwellings Units Maximum Height (Feet)**

Jurisdiction	Attached ADU	Detached ADU	Notes
Atherton	32	15	
Belmont	28	15	17-20 feet if over garage
Brisbane	30	30	30 feet if slope is less than 20%; 28 feet if slope is greater than 20%
Burlingame	15	15	
Colma	27	12	Detached ADUs are limited to one story in height and are subject to discretionary review similar to an accessory structure
County of San Mateo	26	26	
Daly City		30	
East Palo Alto	15	15	
Foster City	25	25	
Hillsborough			Same as primary residence
Half Moon Bay	28	22	
Menlo Park			
Millbrae			
Pacifica	35	35	Proposed ordinance would establish a height limit of 15 feet in front of primary unit and 25 feet if located elsewhere on the property
Portola Valley	28	28	
Redwood City	28	14	
San Bruno	28	28	
San Carlos		15	28 feet if above a detached garage
San Mateo	32	32	
South San Francisco	28	28	
Woodside	30	17	

Source: Jurisdiction Survey (August 2017)

**18. Location and Setbacks:** Where can ADUs be located on a property? What are the setbacks for ADUs?

**Accessory Dwellings Units Setback Allowances and Requirements**

Jurisdiction	ADU Allowed			Required Setback (Feet)			Notes
	Frontyard	Sideyard	Backyard	Frontyard	Sideyard	Backyard	
Atherton	Yes	Yes	Yes	48	40	40	Reduced setbacks for ADUs
Belmont	No	Yes	Yes		5	5	Structures already in the front of the main dwelling allowed
Brisbane	Yes	Yes	Yes				Same setbacks as main structure
Burlingame	No	Yes	Yes		0-7	0-7	No setbacks required if located in the rear 30% of the lot
Colma	Yes	Yes	Yes				Same setbacks as main structure
County of San Mateo	Yes	Yes	Yes		5	5	Same setbacks as main structure in front
Daly City	Yes	Yes	Yes		3	10	
East Palo Alto	No	No	Yes		3	6	Must be 6 feet from main structure
Foster City	Yes	Yes	Yes	20	5	20	Must be 10 feet from main structure
Hillsborough							Same setbacks as main structure
Half Moon Bay	Yes	Yes	Yes		5	10	Front setback same setbacks as main structure
Menlo Park							
Millbrae							
Pacifica	Yes	Yes	Yes	15	5	20	10 feet required on corner side. Proposed ordinance would reduce rear setback to 10 feet but prohibit windows and doors on portions of ADU less than 20 feet from rear property line
Portola Valley	Yes	Yes	Yes				Setbacks vary depending on zoning district
Redwood City	No	Yes	Yes		10	6	If detached, 10 foot side setbacks. If attached, must comply with main structure setbacks
San Bruno	Yes	Yes	Yes				Same setbacks as main structure
San Carlos	No	Yes	Yes		5	5	
San Mateo	No	No	Yes			5	
South San Francisco	No	Yes	Yes		5	5	Must be 6 feet from main structure
Woodside	Yes	Yes	Yes				Same setbacks as main structure

Source: Jurisdiction Survey (August 2017)



**19. Zones:** What zones are ADUs permitted in?

- **All residential:** Atherton, Belmont, Burlingame, Daly City, East Palo Alto, Hillsborough, Half Moon Bay, Redwood City, San Bruno, San Mateo, Woodside
- **Some residential:** Brisbane (R-1 and R-BA), Colma (R, G, and C, as well as ADUs within existing footprint in RS), County of San Mateo (all R zones except R-3 and R-1 on the coast side), Foster City (R-1, R-1/PD, R-2), Pacifica (R-1 – may change), Portola Valley (R-E, R-1, M-R), South San Francisco (RL-8 or wherever single family dwelling is constructed), San Carlos (RS-3, RS-6, RM-20)

**20. ADUs on Multifamily Sites:** Do you permit ADUs on sites with multifamily buildings?

- **Yes:** Burlingame (only if the site is developed with a single family dwelling), County of San Mateo (only duplex sites), Daly City (only if the site is developed with a single family dwelling), East Palo Alto, Woodside (consistent with state law)
- **No:** Belmont, Brisbane, Colma, Foster City, Half Moon Bay, Pacifica, Redwood City, South San Francisco, San Bruno, San Carlos, San Mateo
- **N/A:** Atherton, Hillsborough, Portola Valley

**21. Minimum Parcel Size:** What is the minimum parcel size required for an ADU?

- **Minimum:** Atherton (1 acre in R-1A and 14,520 square feet in R-1B), Burlingame (6,000 square feet), County of San Mateo (5,000 square feet), East Palo Alto (5,500 square feet for attached, 7,500 for detached), Foster City (5,000 square feet), Portola Valley (1 acre)
- **None:** Belmont, Brisbane, Colma, Daly City, Hillsborough, Half Moon Bay, Pacifica, Redwood City, South San Francisco, San Bruno (smallest would likely be 2,500 sq. ft), San Carlos, San Mateo (most lots are 5,000 square feet), Woodside

**22. Other Restrictions:** Are there other limits on which sites can have an ADU besides the zone and parcel size?

- **Yes:** Pacifica (indirect limits based on provisions of off-street parking), San Carlos (cannot be within 400 feet of another ADU – Director may waive if no substantial impacts), Woodside (cannot exceed total floor area for the parcel)
- **No:** Atherton, Belmont, Brisbane, Burlingame, Colma, County of San Mateo, Daly City (but detached ADUs may require Coastal Development Permit), East Palo Alto, Foster City, Hillsborough, Portola Valley, Redwood City, South San Francisco, San Bruno,
- **Unknown:** Half Moon Bay

**23. Locational Limits:** Do you have proximity or density limits for ADUs. (e.g. there can only be one second unit per block)?

- **Yes:** East Palo Alto (cannot exceed neighborhood density plan), San Carlos (cannot be within 400 feet of another ADU – Director may waive if no substantial impacts)
- **No:** Atherton, Belmont, Brisbane, Burlingame, Colma, County of San Mateo, Daly City, Foster City, Hillsborough, Half Moon Bay, Pacifica, Portola Valley, Redwood City, South San Francisco, San Bruno, San Mateo, Woodside

**24. Required Parking Spaces:** How many parking spaces are required?

- **None:** Belmont, Brisbane, Daly City, Redwood City
- **One:** Atherton, Burlingame, Colma, East Palo Alto, Foster City, Half Moon Bay, San Carlos, South San Francisco, San Bruno, Woodside
- **Other:** County of San Mateo (1 space for 0-2 bedroom(s), 2 spaces for 3+ bedrooms), Hillsborough (1 space for 1-2 bedrooms, 2 spaces for 3+ bedrooms), Pacifica (one space per bedroom – may change), Portola Valley (1 space for 0-1 bedroom(s), 2 spaces for 2+ bedrooms), San Mateo (1 space per bedroom)

**25. Parking in Setbacks:** Is ADU parking allowed within building or other setbacks?

- **Yes:** Atherton, Burlingame (only in a driveway within the front setback), Colma, County of San Mateo, East Palo Alto, Foster City (except when there is public safety concern), Hillsborough, Half Moon Bay, Pacifica (within front yard in driveway), Portola Valley, Redwood City (in driveways), South San Francisco, San Bruno (if sufficient space is available in the side yard), San Carlos, San Mateo (in the rear yard and a portion of the interior and side setbacks), Woodside
- **N/A:** Belmont, Brisbane, Daly City,

**26. Tandem parking:** Is tandem parking permitted?

- **Yes:** Belmont, Burlingame, Colma, County of San Mateo, East Palo Alto, Foster City, Hillsborough, Half Moon Bay, Pacifica, Portola Valley, Redwood City, South San Francisco, San Carlos, San Mateo, Woodside
- **No:** Atherton, San Bruno
- **N/A:** Brisbane, Daly City,

**27. Other Parking Exemptions:** Do you allow any other exceptions to parking requirements?

- **Yes:** County of San Mateo (allow for compact spaces), Hillsborough, Half Moon Bay, Portola Valley (no parking required for interior conversion), South San Francisco (for accessibility considerations), San Carlos (parking waiver subject to public hearing)
- **No:** Atherton, Burlingame, Colma, East Palo Alto, Foster City, Pacifica, Redwood City, San Bruno, San Mateo, Woodside
- **N/A:** Belmont, Brisbane, Daly City

**28. Exceptions and Appeals:** Are there exceptions to ADU standards and/or is there an appeals process if a homeowner requires an exemption or reduction of ADU standards?

- **Exemptions:** County of San Mateo, East Palo Alto, Half Moon Bay, Pacifica, Portola Valley, Redwood City, South San Francisco, San Carlos, Woodside
- **Appeals process:** Burlingame, South San Francisco, San Bruno, San Mateo
- **No:** Atherton, Belmont, Brisbane, Colma, Daly City, Foster City, Hillsborough

**29. Owner Occupancy:** Is there an owner-occupancy requirement for one of the units?

- **Yes:** Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Pacifica, Portola Valley, Redwood City, South San Francisco, San Bruno, San Carlos, San Mateo
- **No:** County of San Mateo, Hillsborough, Millbrae, Woodside

**30. Deed Restrictions:** Do you require riders to a lease or a notice on a deed or other deed restrictions recorded for ADUs?

- **Yes:** Belmont, Brisbane, Burlingame, Daly City, East Palo Alto, Foster City, Hillsborough, South San Francisco, San Bruno, San Carlos, San Mateo
- **No:** Atherton, Colma, County of San Mateo, Half Moon Bay, Millbrae, Pacifica, Portola Valley, Redwood City, Woodside

**31. Income Restrictions:** Are there income restrictions associated with ADUs?

- **No:** Atherton, Belmont, Brisbane, Burlingame (unless it has been designed an “affordable” unit with a parking exemption), Colma, County of San Mateo, Daly City, East Palo Alto, Foster City, Half Moon Bay (voluntarily), Hillsborough, Millbrae, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, Woodside

**32. Multiple ADUs:** How many ADUs can a property owner build?

- **One:** Atherton, Belmont, Brisbane, Burlingame, Colma, County of San Mateo, Daly City, East Palo Alto, Foster City, Hillsborough, Pacifica, Redwood City, South San Francisco, San Bruno, San Carlos, San Mateo
- **One + attached guest house:** Half Moon Bay
- **Two:** Portola Valley (property must be 3.5+ acres), Woodside (property must be 1+ acre)