



Department of
Community Development



Accessory Dwelling Unit (ADU)

Overview

Accessory Dwelling Units (ADU) intend to increase the supply of affordable and independent housing for various households, increase home and personal security, and provide supplemental earning to homeowners. Kitsap County Code (KCC) allows for the construction of an ADU in most, but not all, zoning designations where a primary residence is an allowed use per KCC Section 17.4.10.

Application

The owner-occupant must apply for an ADU building permit with Kitsap County Department of Community Development (DCD). Some zoning designations require a land use permit and a building permit. A complete application form must demonstrate that all general requirements have been met. KCC separates general requirements based on whether the property is located inside or outside an Urban Growth Area (UGA).

How do I get an ADU Permit?

You will need a building permit for new construction or to remodel an existing structure. The following items are required for submittal:

- If a Conditional Use Permit (CUP) or an Administrative Conditional Use Permit (ACUP) is required, it must be approved before starting the Building Permit Process
- Building Permit Process:
 - A complete Building Permit Application and paid permit application fee.
 - A Site Development Plan: a site plan using DCD's Universal Site Plan requirements.
 - A floor plan drawn to scale, clearly showing the principle and ADU square footage to verify compliance with size limits.
 - Building elevations for the new structure or if external alterations are proposed for an existing structure.
 - Payment of impact fees will be required.
 - Documentation that the water supply is potable and of adequate flow and that the sewage or septic system can handle the additional demand placed upon it by the ADU.

[Kitsap.gov/DCD](https://www.kitsap.gov/DCD)

(360) 337-5777

Help@Kitsap1.com

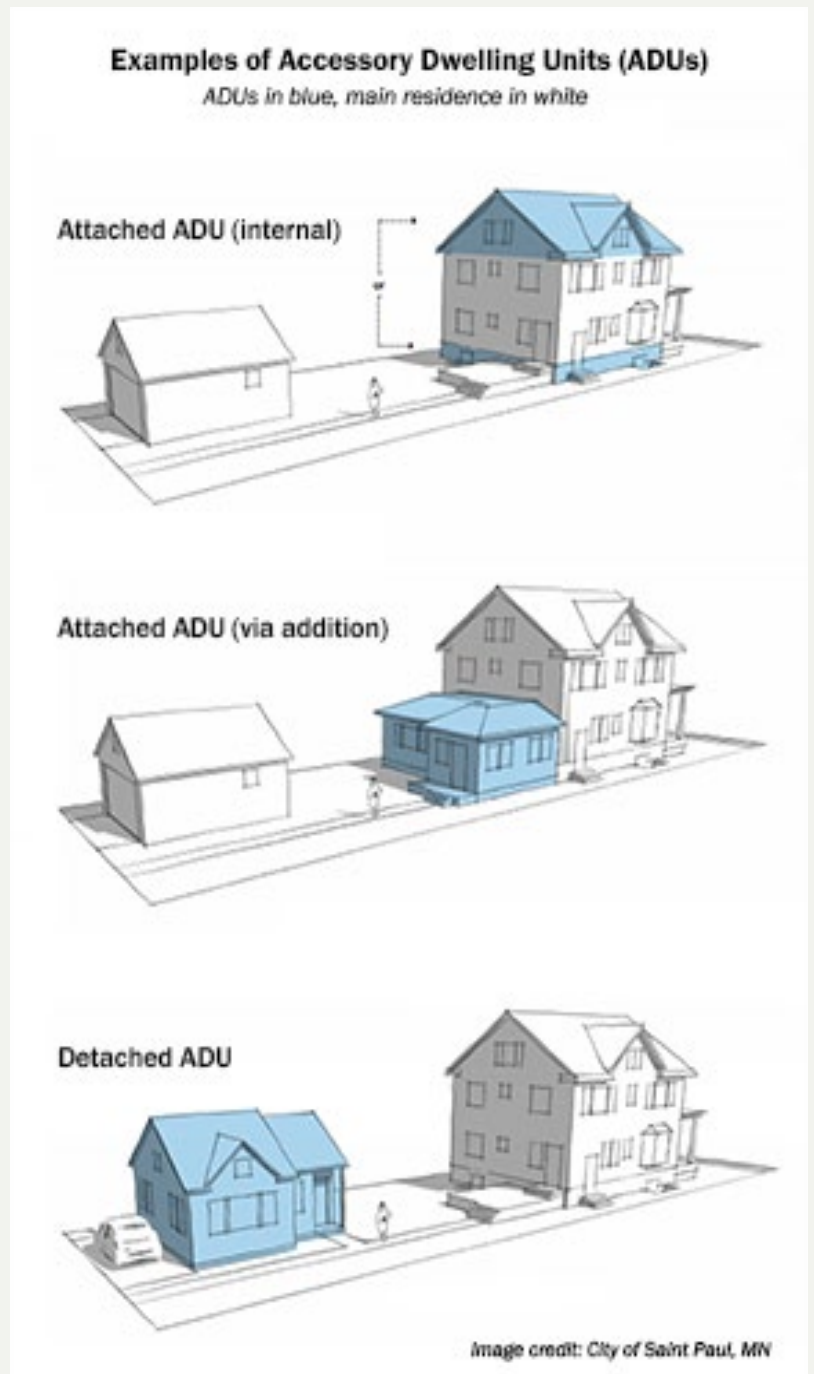
Revised 4/11/2024

Important Definitions

An ADU, attached or detached, is a separate living quarters from the primary residence. An ADU is intended for use as a complete, independent living facility. It does not substantially alter the single-family character, harmony, appearance of the lot, or its conformity with the neighborhood's character.

Kitsap County Code recognizes two types of ADUs:

- ADU-attached means a separate dwelling unit contained within or directly connected by a minimum of four feet to the habitable space of the primary residence. A garage does not qualify as habitable space, and ADUs are not considered attached when separated by a garage.
- ADU-detached means a separate dwelling unit that does not meet the definition of ADU-attached. This definition excludes guest houses, and no mobile home or recreational vehicle shall be considered an ADU.



	Inside an UGA	Outside an UGA
Owner occupancy	No requirement.	The owner must occupy the primary residence or ADU.
Number	2 per lot (attached or detached).	1 per lot (attached or detached).
Size (interior measurements)	1000 sf or 60% of the primary residence habitable area , whichever is smaller.	ADU (attached) no greater than 50% of the primary residence habitable area. ADU (detached) 900 sf or no greater than 50% of the primary residence habitable area, whichever is smaller.
Location	Shall be located not to preclude future subdivision of the lot to meet minimum density for the zone.	Within 150 feet from the primary residence or convert an existing detached structure (e.g., garage).
Access	Shall use the same entrance as the primary residence unless Kitsap County Code allows multiple access points to the lot for a single-family dwelling.	Shall use the same side-street entrance as the primary residence.
Water and Sewage	Shall comply with regulations that govern water and sewer provisions.	Shall comply with regulations that govern water and sewer provisions.
Design	Shall meet the design standards of the underlying zone and design districts.	Shall be designed to maintain the appearance of the primary residence.
Parking	The site shall comply with Chapter 17.490, Off-street parking and loading: 1. A single ADU on a lot is not required to provide the additional off-street parking space specified in Chapter 17.490, Off-Street Parking and Loading if one of the following criteria is met: a. The primary dwelling unit meets all parking requirements. b. On-street parking is available; or c. The ADU is within a quarter mile of a transit stop.	The site shall comply with Chapter 17.490, Off-street parking, and loading: 1. One additional parking space is required for an ADU.
Additional Standards	An ADU shall provide urban services and comply with the provisions of the Kitsap County Code, including, but not limited to, setbacks, height, and lot coverage.	An ADU shall comply with the provisions of the Kitsap County Code, including, but not limited to, setbacks, height, and lot coverage.