THE ADU PROCESS

We are here to help you through your ADU building process. For the most accurate and up to date information, please contact your local Planning Department to discuss your project.



1. Think about what you want

Visit HousingSoCal.com to view sample floorplans and photos for inspiration. The website also includes tools to search for the ADU rules in your city, let you look-up what you are eligible to build at your address, estimate construction cost and potential rental income.



2. Talk to a Professional

Contact your local planning department to find out in advance about any special issues with your property. If your property is in a historic district there may be specific requirements. Find contact information for your city here.



3. Make a sketch and Budget

Make a sketch of your property, including existing home, any other structures and proposed ADU location. Determine if you will need to finance construction.



7. Prepare Application **Package**

Your designer and builder will be instrumental in preparing the Permit Application. We've included a general checklist to see what it will likely include. We also recommend asking for a pre-application meeting with your city's planning department before formally submitting plans.



6. Hire Experienced **Professionals**

Although you can build an ADU as an owner builder, a licensed architect or designer is recommended to design your ADU and a licensed builder to construct it. There are also professional design/build contractors who can oversee the entire process. Whoever you hire will help with the application process. Building plans or site plans will need to be stamped by a licensed architect. Once you have the cost estimate, it is time to plan financing.



5. Meet with **Building** and Safety Department.

At this point it is time to meet with your jurisdiction's building and safety department for plan check requirements.



4. Get a Planner's **Advice**

Now that you have a better idea of what you want to build, bring your sketch to your cities' planning department. A planner will advise you on what specific rules might apply to your property and proposed ADU plan. They will also give advice on what needs to be considered.



8. Submit Application **Package and Pay Fees**

There may be fees that need to be paid when submitting your ADU application. Ask about timing and express review opportunities. This is also the time to submit your loan application if needed. Properties within the Coastal Zone may require a Coastal Development Permit and/or approval by the Coastal Commission prior to approval.



Jurisdictions have up to 60 days to review your complete application. They may have comments for you and your team to respond to. Once your application is approved and fees are paid, you can collect your building permit. Record deed restrictions if required.



9. Receive Building Permit



12 MOVE-IN!!!



fairly common.

10. Construct ADU

Check-in regularly with your builders or

design/build team and make decisions

about materials as needed. Timelines for

construction vary, but 12 – 18 months if

11. Schedule and Pass Inspection

Your builder will schedule a final inspection as construction concludes. Once your ADU has passed, your ADU is ready to move-in.

