

# Accessory Dwelling Units (ADU)

## TYPE 6: CONVERSION OF MULTIFAMILY STRUCTURE AREAS NOT USED AS LIVABLE SPACE

Permitting and Development Standards. Effective: January 1, 2020

Planning Division | 214 South C Street | 805 385-7858 | [oxnard.org/planning](http://oxnard.org/planning)

**Purpose and Intent:** Conversion only of existing multifamily structure areas not used as livable space such as storage, passageways, attics, and/or garages to allow at least one ADU, not more than two detached ADUs, and total ADUs not to exceed 25% of the existing number of multifamily units in the structure. JR ADUs are not allowed in multifamily units.

<b>PROPERTY LOCATION:</b>		<b>PROPOSED RENTAL AMOUNT:</b>	\$ _____
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PERMITTING	Applicant Enter as Proposed	Comply? Y or N	For more information, request an appointment with City staff: Building (805) 385-7925 Fire Dept. (805) 385-7795 Planning (805) 385-7858
<b>Administrative Planning Permit</b>	Ministerial		\$210.00 fee per ADU plus Building Permit, plan check, and inspection fees. Fees periodically adjusted.
<b>Plan Check period from submitting complete plans</b>	Not to exceed 60 days		60-day statutory permit tolling applies to Oxnard work days when ADU plans are complete and in City possession. ADU may be denied if plan check corrections remain unaddressed at Day 60.

### DEVELOPMENT STANDARDS

<b>Allowed in Zones (includes –PD &amp; –AH additive zones)</b>	R1, R2, R3, R4, C1, C2, DT-C, DT-G, DT-E	Eligibility requires one legal parcel with one or more structures with at least two attached residential units that contains attached or detached accessory structures with non-livable space, or a proposal to construct a multifamily structure requiring a separate permitting process.
<b>Minimum Size</b>	220 sf	Efficiency unit. Same meaning as Health & Safety Code (HSC) 17958.1, which requires a living area of 150 sf + other area of 70 sf for 2 persons.
<b>Maximum Size</b>	1,200 sf	ADU(s) within multifamily structures are not eligible to use the entrance addition of an additional 150 sf.
<b>Front yard setback</b>	Existing	Existing driveway paved area may be used for required ADU parking.
<b>Side yard setback</b>	4 ft.	Subject to public safety review that may require larger setback.
<b>Rear yard setback</b>	4 ft.	
<b>Maximum height</b>	By Zone	Oxnard City Code Section 16-303 allows limited exceptions.
<b>Separate exterior entrance required</b>	Yes	ADU addressing likely to be "Unit No. X" to existing Primary Unit address, subject to USPS final determination.
<b>Comply with other Codes</b>	Yes	ADU's must comply with applicable Building, Energy, and other applicable Codes.

### REQUIREMENTS

<b>Solar Panels required</b>	Yes on detached ADU(s)	Refer to: <a href="https://ww2.energy.ca.gov/title24/2019standards/documents/Title24_2019_Standards_detailed_faq.pdf">https://ww2.energy.ca.gov/title24/2019standards/documents/Title24_2019_Standards_detailed_faq.pdf</a>
<b>Kitchen Type</b>	Full	Includes sink, minimum 5 cubic foot refrigerator, range or cooktop
<b>Bathroom</b>	Full	Includes sink, toilet, and bathing facility.

### PARKING

<b>Existing Multifamily Units</b>	City Code	Multifamily parking as required by City Code or approving permit. Replacement garage, carport, or covered parking not required for garage(s) converted to ADU(s). Replacement parking is encouraged.
<b>ADU</b>	1 off-street space per ADU	ADU parking not required if: 1) 1/2 mile walking distance of OTC or bus stops, 2) within historic district, 3) parking permits required but not offered to ADU, 4) car-share within 1 block. <b>Applicant to provide evidence to claim ADU parking exemption.</b> ADU parking space may be tandem, uncovered, and/or located in a side yard setback.

### FIRE SPRINKLERS, UTILITY METERS & IMPACT FEES

<b>Fire sprinklers</b>	If required for Multifamily unit	ADU fire sprinklers required if required for the multifamily structure: Oxnard Fire Code requires full sprinklers on all structure(s) at 1,000 sf cumulative additions and alterations since Dec. 27, 2007 (OCC §14-26).
<b>Water/sewer meter</b>	To be determined	Yes if converted structure requires new connections. Check all lines for capacity, upgrade may be required.
<b>Impact Fees</b>	Yes, if ADU is 750 sf or more.	No fees if ADU is less than 750 sf. Proportional if over 750 sf is size: A) calculate full impact fees based on total ADU size, B) divide ADU size greater than 750 sf into total ADU size, C) multiply A X B for fee.

### THE FOLLOWING CONDITIONS APPLY TO MULTIFAMILY (MF) ADU's

1	MF ADU not allowed in the Oxnard Coastal Zone (between Victoria Avenue and Pacific Ocean)
2	MF ADU projects are exempt from California Environmental Quality Act (CEQA, Class 3, Guidelines §15303)
3	MF ADU Standard Planning Zoning Clearance documents and conditions are to be incorporated into the Building Permit plans.
4	MF ADU within Henry T Oxnard District or a listed structure requires compatibility review and standards apply.
5	Minimum lot size, open space, patio/balcony minimum size and dimensions, density, floor area ratio, and/or interior yard space standards are not applied to the MF ADU. (SB 881)
6	Architectural compatibility with existing and/or proposed structure required (OCC § 16-23, primarily materials, roof-pitch, color).
7	MF ADU may not be rented for less than 30 days (i.e. Short Term Rental) (OCC 16-663.4(H)).
8	There is no owner-occupied requirement for either the Primary or MF ADU until Jan 1, 2025 (SB 13).
9	Homeowner Association Conditions, Covenants, and Restrictions (CCR) may not prohibit MF ADU (AB 670).
10	MF ADU may not be parceled into separate property, except as specified in AB 587.
11	ADU porches, patios, exterior stairs, and balconies subject to OCC 16-305 to 16-307..
12	MF ADU may be denied if: 1) non-compliance with applicable codes, 2) creates a life-safety hazard, 3) has negative impact on historic district or listed structure, or 4) is within Non-ADU district (if adopted by the City).