



CITY OF CAMPBELL
Community Development Department

ACCESSORY DWELLING UNIT BULLETIN

March 5, 2025

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1. Overview

What is an Accessory Dwelling Unit?

“Accessory dwelling unit” (ADU) means a dwelling unit ancillary to a primary dwelling unit which provides complete independent living facilities from the primary residence.

An ADU must include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the primary dwelling unit or multifamily dwelling is or will be situated. An ADU can custom-built or prefabricated, including manufactured homes, as defined in Section 18007 of the Health and Safety Code.

Junior Accessory Dwelling Unit

A “Junior Accessory Dwelling Unit” (JADU) is a unit that is no more than 500 square feet in size and contained entirely within a single-family residence located in a single-family zone. A JADU may include separate sanitation facilities, or may share sanitation facilities with the existing structure. The JADU or single-family residence shall be owner occupied.

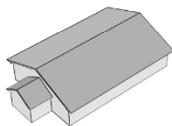
2. Types of ADUs

There are three types of ADUs: attached, detached, and interior/conversion:

- A. **Detached ADUs:** An ADU that is constructed as a separate structure from the primary dwelling unit.

Detached ADU

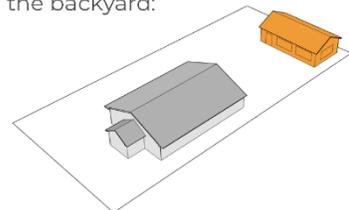
I have a single-family house



I want to add an ADU in my backyard and it will not share a wall with the house



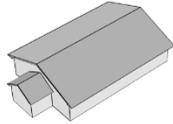
The lot with a detached ADU in the backyard:



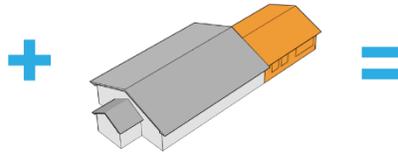
- B. **Attached ADUs:** An ADU that is constructed as a physical expansion (i.e., addition) of an existing primary dwelling unit, including construction of a new basement underneath a primary dwelling unit to accommodate an ADU.

Attached ADU

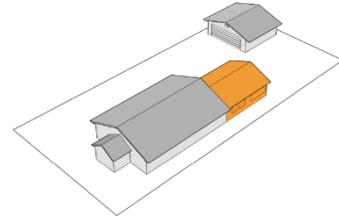
I have a single-family house



I want to add an ADU and the unit will share at least one wall with the house



The lot with an ADU attached to the house:



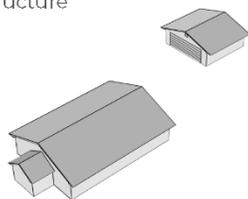
C. Interior/Conversion ADUs: An ADU that is:

- Contained within the existing space of a primary dwelling unit, including within its living area, basement, or attached garage;
- Constructed as part of a proposed primary dwelling unit;
- Created from non-livable space of a multifamily dwelling; or
- Contained within the existing space of an accessory structure as defined in the [Campbell Municipal Code \(CMC\) Section 21.72.020 \(Definitions\)](#)

ADU conversions within an existing legally constructed living area or those built with the same setbacks and overall height as the existing legally constructed structure are exempt from setback requirements.

Conversion ADU

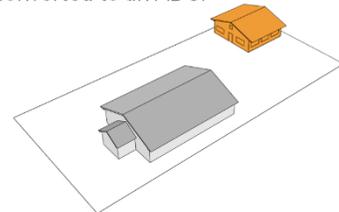
I have a single-family house with a garage (attached or detached), or other permitted accessory structure



I want to convert my garage or other permitted accessory structure into an ADU



The lot with a garage or other permitted accessory structure converted to an ADU:



3. Development Options

Applicants seeking to develop ADUs have two primary pathways for compliance, as outlined below. These pathways may be combined.

- Local Development and Design Standards (Section 6):** This option follows the local development standards specified by the City, as permitted under California Government Code Sections 66314 to 66322. Applicants choosing this path adhere to established city-specific regulations and requirements.

B. **By-Right Accessory Dwelling Unit Development Standards (Section 7):** This alternative provides a by-right development option in alignment with California Government Code Section 66323, allowing for a streamlined approval process exempt from many of the City’s local standards.

Below is a table summarizing the number of ADUs allowed by each development option. As mentioned above the development options specified in Section 6 and Section 7 may be combined:

	Local Development Standards (Section 6)	By-Right ADU Development Standards (Section 7)	
Primary Dwelling Type	Single-Family or Multi-Family Dwelling	Single-Family Dwelling	Multi-Family Dwelling
Number of ADUs Allowed Per Lot	1 ADU <u>Can be:</u> Attached, Detached, or Conversion	3 ADUs <u>Must be:</u> 1 Conversion + 1 JADU + 1 Detached	At least 3 ADUs <u>Must be:</u> 2-8* Detached + 1, or up to 25% of existing units Conversion
* ADUs cannot exceed the number of existing primary dwelling units on the lot.			

4. Eligibility

To be eligible for constructing an ADU, parcels must meet the following criteria. The following eligibility requirements apply to all ADUs regardless if they are following the local development option (Section 6) or the by-right development option (Section 7).

A. **Zoning District:** The parcel must be located within a zone that permits residential or mixed-use development. This includes areas designated as residential or mixed-use in a Planned Development (P-D) Zoning District with a residential or mixed-use designation.

Find your Zoning District using the following link:

<https://gis.campbellca.gov/portal/apps/experiencebuilder/experience/?id=a9b10db4e5f04070ae15c3f745443cbf>

- B. **Existing or Proposed Primary Dwelling Unit:** The parcel must already have, or have a submitted a building permit application for at least one primary dwelling unit when the ADU application is submitted. An ADU will not receive a certificate of occupancy prior to the corresponding primary dwelling unit.
- C. **Legal Parcel Status:** The parcel must have been legally established in accordance with the Subdivision Map Act (Government Code Section 66410 et seq.) and Title 20 of the Municipal Code (Subdivision and Land Development). The City Engineer may request a certificate of compliance to confirm adherence to these regulations.

5. General Restriction and Requirements

The following general restrictions and requirements apply to all ADUs regardless if they are following the local development option ([Section 6](#)) or the by-right development option ([Section 7](#)).

- A. **Dwelling Unit.** An ADU shall contain exactly one kitchen facility, no more than one living room (defined as a habitable room with an area not less than one hundred twenty square feet as described by California Building Code Section 1208.1) and at least one bathroom with bathing and sanitary facilities.

A kitchen facility means a room or area designed for the cooking, preparation, and storage of food. When found in a dwelling unit, a kitchen shall include a free-standing cooking range or built-in cooktop, oven, ventilation, sink, refrigerator, food preparation countertop, and food storage cabinetry.

A JADU shall meet the above requirements, except it may include separate sanitation facilities, or may share sanitation facilities with the existing primary dwelling unit and shall contain exactly one efficiency kitchen facility. The JADU or single-family residence shall be owner occupied.

An efficiency kitchen means a cooking facility for a JADU which contains a sink, food preparation counter, food storage cabinet, and electrical circuitry suitable for common kitchen appliances.

- B. **Floor Area.** The total size of an ADU is determined only by its living space.

Living space means the interior habitable floor area of a dwelling unit, including conditioned basements and attics, but not garages or other uninhabitable space, as measured to the inside perimeter of living space walls.

With regards to detached ADUs: this means areas like garages or storage spaces attached to the ADU are not included in the ADU's measured maximum size. If the ADU is attached to such non-living spaces, these areas will be subject to the property's underlying development standards. However, if the ADU is attached to such non-living spaces the overall structure can follow the same setbacks as the ADU. Any parking spaces within them must still comply with the standard 25-foot distance required for backing up vehicles.

- C. **Solar Panels:** Newly constructed ADUs are subject to the California Energy Code requirement (excluding manufactured homes) to provide solar systems if the unit(s) is a newly constructed, detached ADU (though some exceptions apply). Per the California Energy Commission (CEC), the solar systems can be installed on the ADU or on the primary dwelling unit. ADUs that are constructed within existing space, or as an addition to existing homes, including detached additions where an existing detached building is converted from non-residential to residential space, are not subject to the California Energy Code requirement to provide solar systems. Please refer to the CEC on this matter.

For more information, see the CEC's website at www.energy.ca.gov. Email your questions to title24@energy.ca.gov, or contact the Energy Standards Hotline at 800-772-3300. CEC memos can also be found on HCD's website at <https://www.hcd.ca.gov/policy-and-research/accessory-dwelling-units>.

- D. **Fire Sprinklers:** Fire sprinklers are required if (1) your primary home has fire sprinklers, (2) the furthest corner of the ADU is located more than 200 feet from the public street, or (3) construction of an attached ADU is part of a remodel of the existing home that triggers a determination of a "[New House Using Portions of the Existing Structure](#)."
- E. **Parking:** Parking for ADUs and JADUs shall be provided in compliance with this section.
- a. Parking requirement. No parking spaces are required for creation of an ADU or JADU. Existing parking spaces that are removed (in whole or in part) to allow for the creation of an ADU or JADU (e.g., by demolition or conversion of a garage) are not required to be replaced.
 - b. Parking configuration. New parking spaces that are voluntarily created to serve an ADU or JADU shall satisfy the standards provided by [CMC Chapter 21.28 \(Parking and loading\)](#).

- i. If provided, a driveway must lead to an off-street parking space outside the required setbacks meeting the required 25-foot backup distance. Both the driveway and parking space must be paved.

F. Short-term rentals. Leases for durations of less than thirty days, including short-term rentals are prohibited for all ADUs as specified in Table 2-2 (Land Use Table — Residential Zoning Districts) of [CMC Section 21.08.030 \(Residential land uses\)](#).

G. Historic Properties: The following additional requirements and restrictions apply to creation of ADUs on properties listed on the California Register of Historical Resources, and shall supersede any provision to the contrary within this Chapter.

- a. Type. Only detached and interior ADUs shall be permitted.
- b. Placement. A detached ADU shall be placed behind the primary dwelling unit and be located on the rear half of the lot.
- c. Height. A detached ADU shall be a maximum of eighteen feet in height and not exceed one story.
- d. Design. The design of the detached ADU shall maintain the appearance of the primary dwelling unit, by using the same wall cladding, trim detail, roofing material, wainscot, building color(s), window frames/trim and divisions, and the predominant roof form and roof pitch

6. Local Development and Design Standards

An eligible property can propose one ADU of any type as described in [Section 2 \(Types of ADUs\)](#). The following are the local development standards for ADUs as described in [Section 3 \(Development Options\)](#).

A. Development Standards: The following development standards shall apply to ADUs in all zoning districts:

Development Standards	Requirements		
	Detached ADUs	Attached ADUs	Interior ADUs
Floor Area Ratio	The same standard as that for property (1)		
Lot Coverage	The same standard as for the property (1)		
Open Space	Shall not reduce the open space as required as for the property (1)		

Maximum Size	1,200 SF	50% of the existing primary dwelling (2)	N/A
Maximum Height	20 feet	The same standard as for the property	
Minimum Living Area	150 square feet		
Setbacks (3)			
Property Line Setbacks	Front	The same standard as for the property (4)	
	Rear	4 feet	
	Interior/Street Side	4 feet (5)	
Separation from Primary Dwelling Unit (1)	If located in front of/behind the primary dwelling unit	10 feet	
	If located to the side of the primary dwelling unit	5 feet	
Separation from Accessory Structure(s)	If located in front of/behind the primary dwelling unit	10 feet	
	If located to the side of the primary dwelling unit	5 feet	

Exceptions:

- (1) Standards do not apply to an ADU eight hundred (800) square feet or smaller with four-foot side and rear yard setbacks.
- (2) Attached ADUs shall not exceed fifty percent (50 percent) of the floor area of the existing primary dwelling. However, notwithstanding this maximum, a minimum living area of one thousand (1,000) square feet shall be permitted.
- (3) Cornices, eaves, sills, canopies, bay windows, or other similar architectural features may extend into required setbacks and building separation distances as specified Section [21.18.040.B.1.](#)
- (4) An ADU up to 800 square feet with four-foot side and rear yard setbacks may encroach into the front yard setback area when there is no other unimproved location on the property with dimensions and physical area equal to or larger than the proposed ADU, taking into account the exceptions to minimum required private open space and minimum building separation distances, as provided for by Note #1.
- (5) In order to ensure adequate site visibility for pedestrian and vehicular safety, in no circumstance shall an ADU be constructed or placed within the triangular areas of a property as depicted in Figures 3-1 and 3-2 of Section 21.18.060 (Fences, walls, lattice and screens).

B. Design Standards: Attached and converted ADUs shall conform to the following design standards. *Detached ADUs are not subject to design standards.*

- a. **Balconies and decks.** Attached ADUs shall not incorporate a rooftop terrace or deck. Balconies shall only be permitted on the front elevation and shall incorporate solid obscure side walls (i.e., open railing is prohibited). Further, for properties subject to the Campbell Village Neighborhood Plan, balconies and decks are prohibited along any elevation of a single-family dwelling that abuts a side property line adjoining an R-1 zoned property and within 20 feet of a rear property line adjoining a R-1 zoned property. Balconies or decks that are entirely inset behind a building wall such that there is no opening along a side or property line are not subject to this prohibition.
- b. **Building colors.** Attached ADUs shall incorporate the same building colors as the main structure
- c. **Columns and pillars.** The entry for an attached or converted ADU may not incorporate Exterior columns and/or pillars taller than 14 feet or the plate height of the first-story of the existing structure, whichever is less.
- d. **Finished floor.** The finished floor of the first-story of an attached ADU shall not exceed 18 inches in height, but may match the existing finished floor height of the existing structure.
- e. **Front entryway.** A door-surround framing a front door shall not exceed 14 feet in height as measured from finished grade.
- f. **Front doors.** The entry for an attached or converted ADU may not have a front door opening wider than 6 feet or taller than 9 feet.
- g. **Front porch.** Porches shall have a minimum depth of 5 feet, if proposed.
- h. **Garage conversions.** When an attached garage is converted to an ADU, the existing garage door shall be permanently removed. The opening left by the garage door shall be filled in with wall cladding, building color(s), and window frames that are identical to those used on the primary dwelling, matching the materials, colors, and dimensions of existing exterior walls and windows to remove any appearance of a garage.
- i. **Plate height.** The plate height of an attached ADU shall match the plate height of the existing structure.
- j. **Roof forms.** Attached ADUs shall match the primary roof form and pitch of the existing structure.

- k. **Roof materials.** Attached ADUs shall incorporate the same roofing material as the existing dwelling or otherwise comply with the requirements of this provision.
- l. **Wall materials.** Attached ADUs shall incorporate the same combination materials as the existing structure or otherwise comply with the requirements of this provision.
- m. **Windows.** Windows on stories above the first-story that are less than eight feet from rear or interior-side property lines shall have a sill height of six feet from finished floor.

7. By-Right Development Standards

The following ADUs are allowed by-right and are exempt from the otherwise application development and design standards including (1) front setback, (2) building separation, (3) floor area ratio, (4) lot coverage, (5) open space, and (6) design requirements, (7) tree protection requirement (where the critical root zone of a tree conflicts with an ADU), or (8) any unit size requirements except as required below:

A. Single-family Properties:

- a. **(1) One ADU permitted within the converted space of an existing or proposed single-family dwelling or accessory structure.**
 - An ADU located within an existing or proposed single-family dwelling or accessory structure must comply with all development and design standards applicable to the single-family dwelling or accessory structure
 - Proposed ADUs within existing single-family dwellings or accessory structures may be expanded up to 150 square feet for ingress and egress purposes (e.g., adding a stairwell).
- b. **(1) One detached new construction ADU.**

B. Multi-Family Dwellings:

- a. **Conversion of Non-Living Areas:**
 - At least one (1) conversion ADU and up to 25% of the existing multifamily dwelling units.
 - "Living area" means the interior habitable floor area of a dwelling unit, including conditioned basements and attics, but not garages or other uninhabitable space, as measured to the outside surface of exterior walls.

- Carports, garages, and other accessory structures that are detached from an existing multifamily dwelling structure(s) are not considered to be "within" the existing multifamily dwelling structure(s) and therefore may not be converted to ADU(s).
- No expansion allowed, except for up to 150 square feet for ingress/egress.

b. Detached ADUs:

- Units can be detached or connected; configurations may include side-by-side, front-to-back, or stacked.
- Up to eight (8) ADUs are allowed. The total number of ADUs cannot exceed the number of existing dwelling units.

	Single-family Properties		Multi-family Properties	
	Interior/Conversion	New Detached	Interior/Conversion	New Detached
Maximum Number	1	1	25% of the total primary dwelling units, with at least one allowed	8 not to exceed number of primary dwelling units
Maximum Size	N/A	800 SF	N/A	N/A
Maximum Height	The same standard as for the property	20 feet	The same standard as for the property	20 feet
Setbacks				
Front	The same standard as for the property	N/A	The same standard as for the property	N/A
Side		4 feet		4 feet
Rear		4 feet		4 feet
Separation from other Buildings	The same standard as for the property	N/A	The same standard as for the property	N/A

8. JADU Standards

In addition to allowable number of ADUs outlined in [Section 3 \(Development Options\)](#), one JADU may be constructed or created on a parcel with an existing or proposed single-family dwelling only and in accordance with the following development standards:

- A. Maximum Floor Area:** The floor area of the JADU must not exceed 500 square feet.
- B. Associated Dwelling:** The JADU shall be contained entirely within an existing or proposed primary dwelling unit, including within an existing attached garage, and must comply with all development and design standards applicable to the single-family dwelling.

- C. Efficiency Kitchen:** A JADU must provide for at minimum the facility for an efficiency kitchen, which includes a sink, food preparation counter, food storage cabinet, and electrical circuitry suitable for common kitchen appliances.
- D. Bathroom:** Bathroom facilities in a JADU can be separate or shared with the primary dwelling unit or a detached ADU. If the JADU does not have its own bathroom, there must be an interior entry to the main living area of the primary or detached ADU. The main living area includes living rooms, family rooms, or hallways leading to these rooms.
- E. Entrance:** A JADU needs its own exterior entrance, separate from the main entrance to the primary or detached ADU.
- F. Owner Occupancy:** The property with a JADU must be the owner's residence, where the owner lives in either the JADU or the primary dwelling unit.
 - a. A recorded deed restriction confirming this requirements is required prior to the issuance of a building permit

Junior ADU (JADU)

I have a single-family house

I want to convert a portion of the house into a JADU

The lot with a JADU:



9. Application Process

An application for an ADU or JADU does not require a land use entitlement. Instead, applicants shall directly submit a complete application to the Building Division. Please see the City's [Building Application Guide \(New Single-Family Residential Construction\)](#) which is intended to facilitate the submittal of an ADU/JADU building permit application.

The City of Campbell utilizes an online permit system called MyGovernmentOnline ("MGO"). All applications for a building permit must be electronically submitted through the MGO system, accessible at <https://bit.ly/buildingmgo>. Before you submit an application for the first time, you must create a user account. For more information, please visit the City's Application Center at <http://bit.ly/campbellappcenter>. MGO also offers a customer service support line at (866) 957-3764 if you need assistance in creating a user account and/or navigating the system. Questions

related to the application submittal requirements specified by this Guide should be directed to the Building Inspection Division at (408) 866-2130 or building@campbellca.gov.

10. Unpermitted ADUs

The State of California ADU amnesty programs allows legalization of unpermitted ADUs that were created through the unlawful construction of a new structure or expansion of an existing structure (i.e., without the benefit of a building permit), and which cannot be otherwise legalized because it does not comply with the ADU development standards specified in this bulletin, provided that the following standards are satisfied:

- A. **Eligibility:** The ADU was constructed prior to January 1, 2020. The community development director may determine construction date by any credible means warranted, including use of aerial photography, county records, photographs, and signed affidavits.
- B. **Health and Safety Code** The structure has not been deemed substandard pursuant to Section 17920.3 of the Health and Safety Code by the Building Official.
- C. **Maximum number:** There is no limit on the maximum number, size, or type, or number of ADU legalized through this process.
- D. **Legalization Process**
 - a. An unpermitted ADU may be legalized in compliance with the approval of a building permit application. ([link](#))
 - b. A fee in-lieu of parkland dedication land for an ADU shall be paid in compliance with Chapter 13.08 (Park Impact Fees). Please contact the Public Works Department at (408) 866-2150 for further information.
 - c. A property owner who makes known to the City the existence of an unpermitted ADU but who fails to obtain or finalize a building permit or to secure a delay in enforcement pursuant to [Chapter 18.30](#) (Delayed Enforcement), shall be subject to penalties as specified by [Chapter 21.70](#) (Enforcement).
 - d. The City may deny a permit to legalize an unpermitted ADU and instead require correction of the violation(s) if the building official makes a finding that correcting the violation(s) is necessary to protect the health and safety of the public or occupants of the structure.
- E. **Restrictions:** An ADU authorized under this section shall not be added to or enlarged in a manner that continues an existing nonconforming setback as otherwise allowed for nonconforming structures provided in [CMC Section 21.58.050.F \(Exceptions\)](#). Any expansion of the ADU shall conform to all applicable development standards.