

Second Units – Study Session

July 11, 2018

Town of Portola Valley



Presentation Overview

- Background
- Current Rules
- What We Heard on May 5th
- Study Session
- Next Steps
- Questions and Comments



Background

- Second Unit production increasing in Portola Valley due to changes to code and increasing community interest
- May 5th Event – Desire for more options



Current Rules

- Interior second units allowed in all zoning districts
- Attached/Detached allowed on properties greater than 1 acre (R-E/R1/M-R districts)
 - ministerial design approval available w/ restrictions



Current Rules- Max Floor Area

- External/Detached

Parcel Size	1-1.99 acres	2-3.49 acres	>3.5 acres
Max ADU Size	1,000 SF x 1 unit	1,200 SF x 1 unit	1,500 SF x 1 unit or 1,000 SF x 2 units

- Internal – 1,200 sq feet



Current Rules- Height

- Most districts: 28' max vertical building height and 34' max overall building height
- ADUs over 18'/24' require the approval of the ASCC



Current Rules- Parking

- Internal ADUs
 - No additional parking required
- External ADUs
 - 1 space for all bedroom counts
 - Uncovered, tandem (blocking other parking)



Current Rules

Occupancy and Rental Restrictions

- ADU shall have the same address as the main dwelling
- ADU may not be sold separately from the main dwelling
- Either ADU or main dwelling shall be owner occupied. ADU cannot be rented for less than 30 days



What We Heard on May 5th

- Allow all property owners to build ADUs
- Mitigate potential roadblocks
 - Reduce fees
 - Issues with sewer/septic
 - Construction costs
- Learn from others



Study Session

- Review Staff-Generated List & Resident Ideas
- Hear public comments from Residents
- Select areas of focus for Planning Commission work
- Discuss next steps



Staff Idea List

- Floor Area
 - Increase ADU size allowance per zone
 - Don't count ADU basements as floor area
 - ADU floor area partially or completely not counting toward Maximum Allowable Floor Area (AMFA) totals
- Allow ADUs in New Locations
 - Detached ADUs on smaller lots
 - More than 1 ADU allowed on 2 + acres
 - In setbacks
 - In non-residential zones
 - In conservation easement zones (PV Ranch)



Staff Idea List

- Remove ASCC review requirement for:
 - Different architectural style
 - Height up to normal standards
 - Scenic corridor visibility
 - Floor area up to established ADU maximums per zone
 - FA above 85% for attached ADUs
- Parking
 - No parking space required for studio/one bedroom ADUs
 - Allow town land slivers to be used as parking for ADUs in small districts
 - Don't require replacement parking for garage to ADU conversions



Staff Idea List

- Fees
 - P/B permit fees, inspections, consultant plan review (Kutzman)
 - Utility/connection fees
 - School fees
 - Reduce/waive fees for deed restricted ADUs
- Reduce Development Requirements
 - Sprinklers
 - GBO
 - C&D



Staff Idea List

- Infrastructure/Utilities
 - Codify allowance for alternate water supply (tank, catchment system) to replace hydrant
 - If existing house diverts all grey water, allow addition of ADU bedrooms' black water without septic up-sizing
 - Waive undergrounding requirement, if ADU triggers it
 - Help form neighborhood groups for sewer line cost sharing
 - Remove driveway expansion/access requirement (fire)
- Alternative Building Types & Materials
 - Yurt/TeePee/tree house/cob or straw bale
 - Mobile homes/tiny homes on wheels
 - Pre- approved prefab models
 - If PV has reviewed and approved a certain model, minimal review required for duplicate units



Staff Idea List

- Allow existing non-conforming structures to be converted to ADUs w/o conformance
- Ownership
 - Remove Owner occupied requirement
 - Allow ADU to be sold separately, or become TIC
- Encourage ADUs as rental units
 - Second address
 - Second curb cut/driveway
 - Separate utility panels



Staff Suggestions – Low Hanging Fruit

- Remove ADU basements from floor area calculation
- Remove ASCC review requirement for
 - ADU of different architectural style
 - Lower height standards (28'/34' still apply)
 - Exceeding 85% massing in main home if addition is ADU
 - Above 1,000 SF (existing maximum FA per zones still apply)
- Allow (studio) ADU parking requirement to be satisfied with existing guest spaces



Resident Suggestions: Most Common

- Allow (smaller) ADUs on smaller lots
- Allow tiny houses of 200, 400 square feet
- Allow pre-approved prefab units with ministerial (staff) review
- Allow duplexes/relax restrictions so two families can live in one building (restrict design so appearance of SFH is maintained)
- Encourage interior conversions
- Allow ADU decks in setbacks



Resident Suggestions

More Creative

- Reduce shared driveway impacts on buildable areas/encourage use of shared driveways
- Promote (inter-generational) roommate matching services (empty-nesters with youth who can help with chores)
- Coordinate with/pre-negotiate creative solutions with other agencies, publicize to ADU applicants
- Create/provide information on ADU benefits, likely rental prices, creative living arrangements
- Facilitate ADU Info Night with architect, town staff, tax advisor, residents
- Provide subsidy (joint, with employers) for PV-employed workers with salary cap
- Offer low-interest loans or subsidize construction for deed-restricted units



Next Steps

- Planning Commission to begin review
- Public outreach
 - Second Unit Tours/Open Houses
 - Technical workshops
- Regular Council “check in” reports from staff



Questions and Comments

