

# FARMINGTON CITY

ACCESSORY DWELLING UNIT (ADU) +  
SUBORDINATE SINGLE-FAMILY DWELLING (SSF)  
**TOOLKIT**

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***This handbook provides general guidelines for property owners who want to add an ADU or an SSF to their property. However, it is recommended to work with a City Planner to help answer any questions and coordinate your application.***

## DISCLAIMER

*This toolkit is not the ADU permit itself; it is advisory and not binding until an ADU permit is approved and issued.*

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## FAQ

### WHAT IS AN ADU AND SSF?

#### Accessory Dwelling Unit (ADU):

A Detached Accessory Dwelling unit (DADU) or an Internal Accessory Dwelling Unit (IADU) both as defined herein.

#### Accessory Dwelling Unit, Detached (DADU):

A detached dwelling unit consisting of all or any part of a detached accessory building, as defined by the building code, to a single-family.

#### Accessory Dwelling Unit, Internal (IADU):

An attached dwelling unit within, or adding to, the footprint of a single-family dwelling.

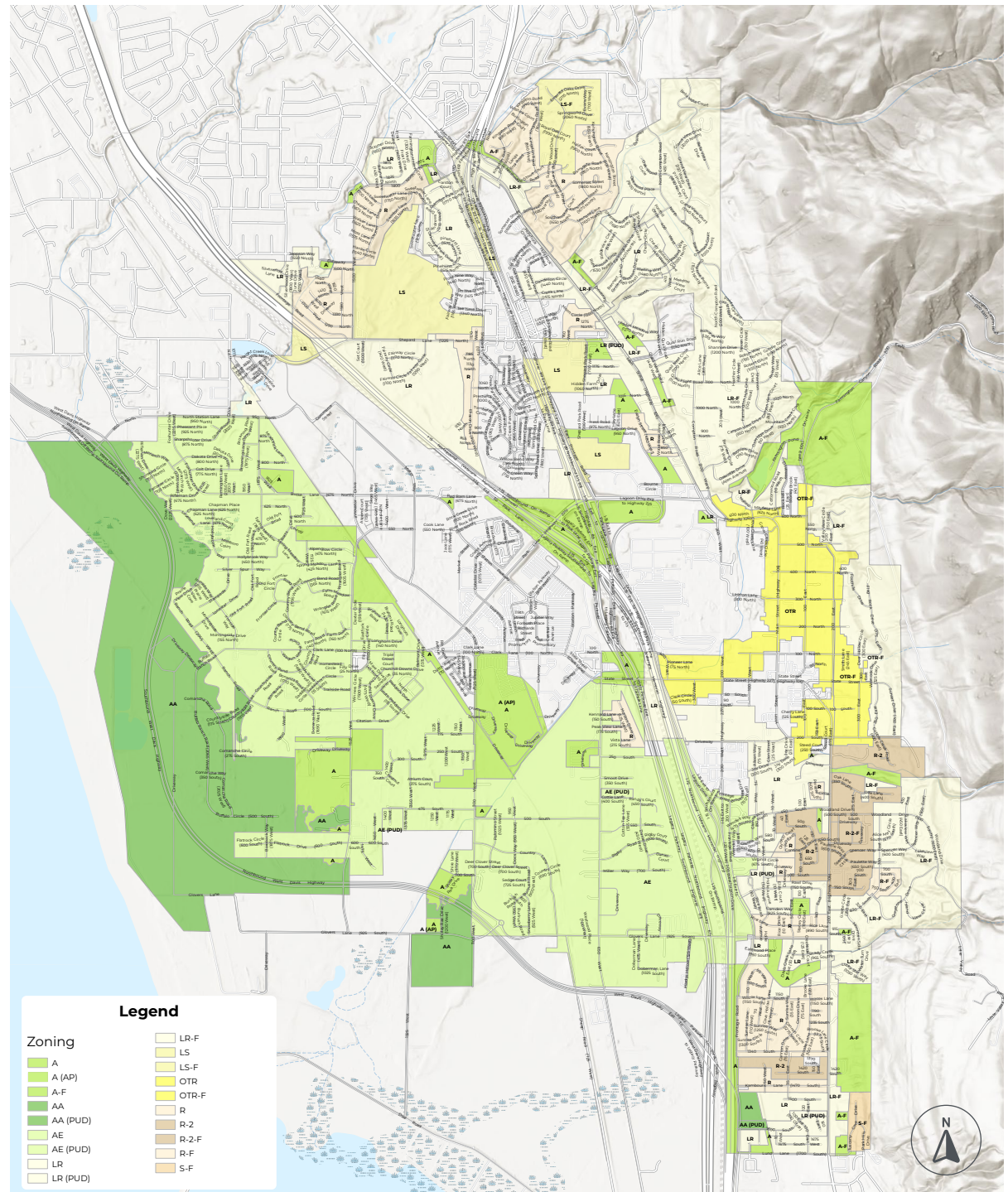
#### Subordinate Single-Family dwelling (SSF):

A SSF is a DADU held in separate ownership from the owner of the single-family dwelling, which ownership includes land separate from the single-family dwelling.

### WHERE ADUS AND SSFS ARE ALLOWED?

Internal ADUs (IADU) shall be allowed in all single-family residential zones, agriculture zones, the R-2 zone, and original townsite residential zone within single family dwellings.

Detached ADUs (DADU) and Subordinate Single-Family Dwellings (SSFs) shall be allowed in all single-family residential zones, agriculture zones, and the original townsite residential zone on individual lots or parcels equal to or greater than 10,000 square feet and contain no more than one single-family dwelling.



# BENEFITS

## LANDLORD BENEFITS

- Generate rental income by assisting in the provision of moderate-income housing or more affordable housing within the city
- 1:1 ratio of owner to tenant
- Creates a legal way to create an accessory dwelling unit on your property or within your primary dwelling.
- Provides a housing opportunity for those who may need a smaller space, more affordable space, or a space near family\* due to age or other life transitions.
- Provides a safer way to offer an ADU by requiring the unit to be compliant with adopted building code standards.

## RENTER BENEFITS

- No absentee landlord
- On-site maintenance arrangement
- Ability to live closer to family\*
- Wider range of affordable rental type options
- Ability to live closer to work or school

## SSF BENEFITS

- Housing affordability
- Demographic diversity
- Age in-place
- Downsize in familiar neighborhood
- Discourages “flippers” by requiring 2-year ownership
- Eliminates large lot non-maintenance

## RESOURCES

*Landlord/Tenant Program Training Options: There are resources available for landlord best practices and some are listed here. These are not Farmington City resources and residents are encouraged to understand landlord requirements.*



Utah Rental Housing Association



or call 801.487.5619



The Good Landlord



or call 801.554.0475



Advantage Residential Management



or call 801.244.5255

# Key Standards for all ADUs

## NUMBER

A maximum of one ADU shall be allowed per {qualifying} single-family dwelling. An ADU shall contain no more than one dwelling unit.

## PARKING

At least one off-street parking stall shall be provided for the ADU. Such parking stall must be in addition to all off street parking requirements for the primary single-family dwelling on the lot and shall conform with the City parking standards specified in the zoning ordinance.

## LOCATION

An ADU shall only be allowed as part of, or in conjunction with, a single-family dwelling.

## OCCUPANCY

The ADU shall be occupied exclusively by one family\*.

Either the single-family dwelling or the ADU shall be owner occupied.

ADUs are not allowed to be used as short-term rentals and require occupancy of 30 days or more.

Any property owner wishing to host an ADU on their property needs to fill out an ADU application form.

## CODE REQUIREMENTS

An ADU shall comply with all building construction and fire codes in effect at the time the ADU is constructed, created or subsequently remodeled, and shall comply with procedures and requirements of City building regulations including obtaining the required building and other permits.

## TEMPORARY ABSENTEE OWNERSHIP

Temporary absentee property ownership may be allowed due to circumstances, such as military assignments, employment commitments, family obligations and quasi-public service.

## NOTICE OF ADU

Farmington City may record a notice in the office of the Davis County Recorder on the lot in which the ADU is located. The notice shall include: a statement that the lot contains an ADU; and the ADU may only be used in accordance with the City's regulations

## SITE DEVELOPMENT

If new construction or remodeling is required to create an ADU, plans will need to be submitted to the city for review and approval.

### \*FAMILY

*An individual, or two (2) or more persons related by blood, marriage or adoption, or a group of not more than five (5) persons who are not so related, living together as a single nonprofit housekeeping unit doing their own cooking, and domestic servants for such family or group.*



# Internal Accessory Dwelling Unit IADU

## GENERAL GUIDELINES + DIAGRAMS

### SIZE

An IADU shall be equal to or subordinate to the floor area of the original single-family dwelling.

### LOT SIZE

The creation of an IADU is prohibited if the lot size containing the primary dwelling is less than six thousand (6,000) square feet in size.



Existing Space Conversion



Addition to Main Building



Basement Conversion



Space Above Garage

# Detached Accessory Dwelling Unit DADU

## GENERAL GUIDELINES + DIAGRAMS

### HEIGHT AND SETBACK

DADUs shall meet the height, setback, and other standards of the underlying zone for accessory buildings. DADU building heights shall be subordinate to the main building height.

Building height requirements vary by area. Residents should confirm requirements with City Planning Department.

### LOT COVERAGE

Regulations for maximum building coverage and rear and side yard coverage shall apply.

### SIZE

A DADU shall be equal to or subordinate to the footprint of the original single-family dwelling.

### LOT SIZE

The creation of a DADU is prohibited if the lot containing the primary dwelling is less than ten thousand (10,000) square feet in size.

### CODE REQUIREMENTS

DADUs shall be a permanent structure anchored to a foundation which meets the adopted building codes.



Detached Unit



Unit Connected to Existing Garage



Detached Garage Conversion



Unit Above Existing Garage



Corner Lot



Wide Lot

## Approval Process

# 01.

### APPLY FOR ADU

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All property owners desiring to establish an ADU must apply for, and obtain, approval prior to utilizing the accessory dwelling unit, using forms provided by the Planning Department.

- Provide a complete application to the building department
- Submit via online portal or in-person
- Be sure to provide all required application materials



[Click here for ADU application](#)

# 02.

### REVIEW & APPROVAL

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Applications shall be reviewed and approved by the land use authority designated by the Farmington City Code.

# 03.

### ADU PERMIT ISSUED

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An ADU Permit issued by the Land Use Authority shall be required for the development and use of any ADU and shall only be issued once all regulations and standards of this chapter as applicable to the specific type of ADU are met.

Required submittal materials for permit:

- Site plan with parking shown
- Floor plans
- Elevations

# 04.

### BUILDING PERMIT

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Building Permit Required. All applicants for ADU approval shall obtain a building permit for construction or inspection associated with the proposed ADU, regardless of timing and method of creation or whether a non-permitted ADU has previously completed construction. No ADU permit and/or certificate of occupancy shall be issued for an ADU until all associated construction is complete and inspected pursuant to applicable building codes.



# Key Standards for all SSFs

## SUBORDINATE SINGLE-FAMILY DWELLING UNIT (SSF)

A SSF permits a DADU that would have otherwise been permitted, to be on its own lot.

## LAND USE APPROVALS/PERMITS

Any subdivision and building permit necessary to enable an SSF must follow the building code, the City's subdivision process, and other rules and regulations of the Farmington City Code. The Planning Commission is required to approve the creation of the SSF lot.

## SEPARATE UTILITIES REQUIRED

Where a DADU can share utility meters and connections with the main house, an SSF is required to have separate utilities and may require easements for those utility lines.

## PARKING AND ACCESS EASEMENTS

If an SSF lot frontage on public or private right-of-way is not wide enough to accommodate parking or pedestrian access, or if an SSF lot has no frontage, the owner of the single-family dwelling lot shall provide parking and pedestrian access easements, acceptable to the city, to the owner of the SSF prior to or concurrent with the recordation of the subdivision.

## SSF OCCUPANCY

An SSF must be owner occupied for two (2) years upon initial separation of ownership from the single-family dwelling.

## CERTIFICATE OF OCCUPANCY

A property owner, or the City, shall not record a subdivision to enable an SSF until the City has issued a certificate of occupancy for the SSF, unless a deed restriction, acceptable to the City, is recorded concurrent with the newly created vacant lot which states:

The owner may establish a DADU thereon so long as both lots are held under one ownership, meet DADU Parcel requirements, and the owner must live on-site in either the DADU or the single-family dwelling; and

Any future SSF on the property must meet all related requirements, included but not limited to SSF Occupancy standards.

## NUMBER OF PERMISSIBLE DWELLING UNITS

An SSF shall contain no more than one dwelling unit, and shall not have a DADU or an IADU.

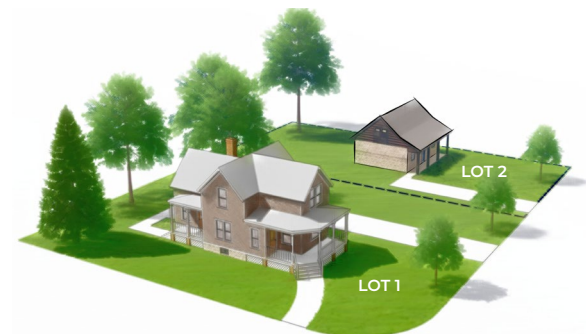
A Single-Family Dwelling which is essential to the creation of an SSF shall not have an DADU, but may have an IADU. In the event this occurs, the lot size for the SSF must be greater than or equal to two thousand five hundred square feet (2,500 sq. ft.) in area, the lot size for the Single-family dwelling must be greater than or equal to six thousand square feet (6,000 sq. ft.) in area, and the size for the DADU parcel must be greater than or equal to twelve thousand square feet (12,000 sq. ft.) in area.



Detached SSF



Detached Garage Conversion SSF



Corner Lot SSF

# Cost Considerations

## WHAT ARE THE CODE REQUIREMENTS FOR HAVING AN ADU OR A SSF?

In addition to the zoning ordinance, ADUs and SSFs are subject to building code requirements, utility requirements, fire codes, and other applicable regulations that apply to all new buildings and additions to buildings.



[Click here for ordinances](#)

There are City of Farmington application and permit fees, and utility connection associated with ADUs and SSF. These are subject to change and should be verified with City Staff and utility provider.



[Click here for ADU application](#)

The property owner or a licensed general contractor must obtain a building permit for a second dwelling unit (Utah Code 58-55-301 and 58-55-305).



[Click here for Building Permits](#)

ADUs and SSFs may be subject to costs associated with utility upgrades such as sewer, gas, and electrical. Contact Farmington Public Works and the Building Department for requirements related to your ADU/SSF type.



[Utilities](#)



[or call 801.254.2200](#)

## RESOURCES

### City Departments



[Planning & Community Development](#)



[or call 801.451.2383](#)



[Fire Department](#)



[or call 801.939.9261](#)



[Utah Center for Neighborhood Stabilization](#)



[or call 801.244.5255](#)