

Accessory Dwelling Units and Long-Term Rentals Application

See Zoning Code Section 3.30 Accessory Dwellings and 3.40 Long-Term Rentals

Definitions:

Accessory dwelling unit (ADU): accessory use to a single-family home

Long-Term Rentals: a residential unit, or any portion of a residential unit, that the owner of record, or the lessee of the residential unit, offers for occupancy for greater than thirty (30) consecutive days.

Contact the Planning and Zoning Secretary with questions; contact information is on Mendon City website. Please read and initial each requirement.

1. _____ A building inspection by the Mendon City Building Inspector, scheduled and paid for by the owner. Required changes must be made prior to obtaining a Business License/Rental Permit.
_____ A fire inspection by the Mendon City Fire Chief, scheduled and paid for by the owner. Required changes must be made prior to receiving a Business License/Rental Permit.
_____ A Building Permit may be required. (Zoning 3.30, G).
_____ A Mendon City Business License/Rental Permit is required (Zoning 3.40).
2. _____ Only one (1) accessory dwelling unit (ADU) permitted per lot. The ADU shall be located in the principal dwelling unit or garage as long as it is attached to the principal dwelling. Any structure containing an ADU must meet minimum yard and setback requirements for principal structures, must be on a foundation, and must meet all relevant sections of the current building code as written in Utah State law pertaining to ADU requirements. All other relevant zoning requirements shall be met (Zoning 3.30, A).
3. _____ Owner must live in the dwelling or ADU (Zoning 3.30, F), unless only the primary dwelling is rented and the ADU is vacant. Owner occupancy must be proven by voter registration or other evidence acceptable to the City Council, such as, but not limited to, car registration, utility bills, and the like (Zoning 3.30, F).
4. _____ An ADU requires one off street parking space in addition to the primary dwelling parking spaces (Zoning 3.30, A).
5. _____ An accessory apartment is not allowed in a manufactured/mobile home or the like (Zoning 3.30, E).
6. _____ An ADU may not be placed or created on a lot with an undersized or failing septic (Zoning 3.30, B).
7. _____ A building permit for the proposed construction of a new ADU, or the creation of a new ADU within an existing building, must be issued by the city Building Inspector and may require an updated septic (Zoning 3.30, C).
8. _____ An ADU requires a minimum of a fully functioning kitchen, bathroom, and bedroom (Zoning 3.30, D).

9. ____ Accessory dwelling units shall comply with all applicable building, health, and fire codes as permitted by Utah State Law regarding ADU's (Zoning 3.30, H).
10. ____ All Mendon City Ordinances must be followed with regards to parking, signage, noise Zoning 18), building, clutter, trash, and auxiliary dwelling units (Zoning 3.30 and 3.40, D).
11. ____ Landlords renting to immediate family/relatives are not subject to licensing/permit (Zoning 3.40, E).
12. ____ The apartment must have a separate exit (means of egress) to the outside (opens directly into a public way, or yard) without passing through the main living unit (IRC 311.1).
13. ____ Sleeping areas must be equipped with smoke and carbon monoxide alarms (IRC 314.3) outside each separate sleeping area in the immediate vicinity of the bedrooms (IRC 314).
14. ____ Apartments must have at least one room of not less than 120 square feet. Other habitable rooms except the kitchen must have an area of not less than 70 square feet (UBC 310.6.2).
15. ____ All sleeping rooms must have at least one operable window (UBC 310.4).
16. ____ Connecting doors between residences must be a 20-minute fire rated door, substantial and equipped with keyed deadbolts.
17. ____ Accessory Dwelling Unit Affidavit signed for those renting an ADU.

Please note: With a single-family dwelling, only one water, power and sewer connection is allowed. It is possible to have one meter serving both units so long as the disconnects are correct.

* All other requirements of the Uniform Building Code (UBC) and International Residential Code (IRC).

Print Name

Signed

Date

Authorizing signature

Date