



CITY OF MONTE SERENO

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PRE-APPROVED ADU PLANS INFORMATION AND SUBMITTAL PROCESS

California Assembly Bill 1332 requires local jurisdictions to have a pre-approved Accessory Dwelling Unit (ADU) program, to accept building plan check applications for pre-approved ADU plans and provide information about the pre-approved plans on the jurisdiction's website.

What is a Pre-Approved ADU Plan?

A pre-approved ADU plan is a set of construction plans and documents which have been prepared by a qualified professional(s) for a new detached ADU which has received approval by the City of Monte Sereno for compliance with location zoning and building codes. The pre-approved plans are for the building structure only and do not include approval of the foundation, grading, or utilities, which are site specific.

Submitting ADU Plans for Pre-Approval

Plans for a new detached ADU structure can be submitted for review as a pre-approved plan for Monte Sereno. The application, plans, and fee can be submitted online at: <https://epermits.montesereno.org/>.

The submittal requirements are online at: <https://www.montesereno.org/2339/ApplicationForms>.

The pre-approved plans are subject to the following requirements and shall include the following notes on the cover sheet:

1. These pre-approved plans are for the building structure only for compliance with the 2022 California Building and local codes and can only be submitted for use on a specific site when these code versions are applicable.
2. The Geotechnical (soils) report, site, foundation, and civil (grading and utilities) plans and calculations prepared by California licensed engineers will need to be submitted for building permit plan review along with these pre-approved plans for a specific site.
3. The foundation design engineer shall verify the building design seismic base shear of $V = \underline{\text{(insert value)}}$ x W is adequate and is the governing lateral design factor for a specific site.
4. These plans are not approved for sites within the Wildland Urban Interface (WUI) and do not comply with CRC R337.

5. The square footage of this ADU may need to be included in the allowed Structural Coverage and Impervious Coverage (as allowed by the Monte Sereno Municipal Code) when submitted for building permit plan review for a specific site. If this ADU causes the Structural Coverage or Impervious Coverage at the site to exceed the maximum allowed, this ADU will not be approved for that specific site.
6. Location of the pre-approved ADU may be limited where exterior fire-rated walls or eaves are required by the California Residential Code.
7. Review by the Santa Clara County Fire Department will be required to verify compliance with their standards when submitted for building permit plan review on a specific site.
8. If not part of the pre-approved plans, a Title 24 energy report, including the required photovoltaic KW, shall be provided with the building permit submittal for the specific site.

Using Pre-Approved ADU Plans at a Specific Property

If a property owner uses a pre-approved ADU plan to construct a new detached ADU on their property, the pre-approved plans along with foundation plans (including a supporting geotechnical report), grading/drainage plans, and utility plans shall be submitted to the city for building plan review (including Fire Department review). The application, plans, and fee can be submitted online at:

<https://epermits.montesereno.org/>.

ADU Plans Gallery

Information about ADU plans that have been pr-approved for use in the City of Monte Sereno is online at:

<https://cityofmontesereno.aduaccelerator.org/>.