

What is the Pilot Program?

On April 12, 2016, the City Council adopted Resolution 16-2 amending the Concord Municipal Code by Adopting a Text Amendment to the Development Code (Section 18.200.180 Secondary Living Units) to Establish a Two-Year Pilot Program to Remove Barriers to the Construction of Small Secondary Living Units. These include a reduction in fees and elimination of the requirement for the deed restriction on new small secondary living units, issued a building permit on or after May 12, 2016.

Secondary Living Unit Pilot Program



What is a Small Secondary Living Unit?

Small secondary living unit is defined in the City's Development Code as those between 275-640 sq. ft. in size. The units are required to appear clearly subordinate to the principal single family dwelling and to appear similar to the main dwelling in architectural style, roof, siding materials, and colors, and be located on the same parcel.

City of Concord
Community Development
1950 Parkside Drive, Bldg. D
Concord, CA 94519



Our mission is to join with our community to make Concord a city of the highest quality. We do this by providing responsive, cost effective and innovative local government services.

What does the Pilot Program include?

The pilot program is limited to small (640 sq. ft. or less) secondary living units only and there are five elements to the program, which include:

1. A 50% reduction in City-charged impact fees for small second units (less than 640 square feet of living area) resulting in a discount of \$4,985;
2. Removal of requirement for submittal of deed restriction for owner occupancy of one of the two units, prior to building permit issuance;
3. Implementation of an amnesty program for existing second units that were built without benefit of City permits, upon application and payment of fees and compliance with Building Codes (i.e., no penalty fines would be charged);
4. Development of a cross-marketing program with CCWD to encourage construction of secondary living units; and
5. Implementation of the program as a 2-year pilot from May 12, 2016 through May 12, 2018, building in a formal evaluation of the program with the Planning Commission, prior to the program expiration.

Contra Costa Water District (CCWD) reduced its fees for detached secondary living units no larger than one-bedroom in size by approximately \$5,000, as of February 1, 2016. (The fee on attached units is much less). Contact CCWD at (925) 688-8000.

How much are the City's Impact Fees for Secondary Living Units?

The parkland and off-site street improvement program (OSIP) fees have been reduced by 50%. Parkland fees are now \$4,172.5, OSIP fee is now \$813. This represents a combined reduction of \$4,985. Sewer fees for secondary living units remain at \$2,774.

What are the benefits of the Pilot Program?

The program is intended to:

- Increase the amount of affordable housing (by nature of the small size of the units);
- Enable owners to be able to rent out both units, providing more flexibility to investors and property owners;
- Encourage property owners to re-invest in their properties in order to respond to the increased housing demand
- Reduce water use based on conversion of landscaping; and
- Encourage owners with unpermitted units to come into compliance with City building codes to ensure health and safety, by making the path to legalize non-permitted units simple and non-punitive.

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What is required to apply to build a Small Secondary Living Unit?

An application for a secondary living unit, along with a fee of \$1,847 and plans based on the Secondary Living Unit Checklist are required. Once approved, the property owner would submit plans for a building permit. The checklist of requirements can be found on the City's website on the Planning page.

The City Council will also be considering fee reductions to the application fee, reducing it to a \$991 deposit with a \$171 hourly additional fee as needed, in July 2016.

Program contact: (925) 671-3152

Application Submission

Submit

- Application
- Preliminary Title Report
- Fee
- Floor Plan
- Site Plan Photos

per the City's checklist found at:

http://www.cityofconcord.org/pdf/permits/planning/appscheck/plng_secondarylivingunit.pdf

