



For Office Use Only:

- Approved Planning Commission Chair: \_\_\_\_\_
- Disapproved      Date: \_\_\_\_\_

## Application for an Accessory Dwelling Unit Permit

### Overview

Any person owning an existing ADU that has not been permitted by Bicknell Town, or any person constructing or causing construction of a residence that has an ADU, or any person remodeling or causing the remodeling of a residence for an ADU, shall obtain an ADU permit from Bicknell Town. This shall be in addition to any required building permit for the work to be performed. The applicant shall obtain all necessary building permits and pay all applicable fees prior to constructing the ADU, including permits for a basement (interior ADU) that was finished previously without a permit.

### Submittal

Applicants may submit an application at any time when all the necessary documents are prepared and associated fees paid. Bicknell Town will schedule the application for review by the Planning Commission.

### Application Fee

The processing fee required by the current fee schedule approved by the Town council shall be paid in full.

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Name of Applicant or Authorized Agent(s): \_\_\_\_\_

\_\_\_\_\_ Address: \_\_\_\_\_ Town: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Type of ADU(check one): Attached: \_\_\_\_ Detached: \_\_\_\_ Basement: \_\_\_\_

Project Address: \_\_\_\_\_

Total Main Dwelling Floor Area (square feet): \_\_\_\_ Number of Bedrooms: \_\_\_\_

Total ADU Floor Area (square feet): \_\_\_\_\_ Number of Bedrooms: \_\_\_\_

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## APPLICANT CERTIFICATION

I certify under penalty of perjury that I am the owner or authorized agent of the owner of property involved in the attached application. The statements and answers therein contained and the information provided in the attached plans or other exhibits present thoroughly, to the best of my ability, the argument in behalf of the application herewith requested and that the statements and information above referred to, are in all respects true and correct to the best of my knowledge and belief. I understand and agree to comply with all of the rules for Accessory Dwelling Units. I also understand that if I do not comply with all of these rules, my permit may be revoked.

As part of the planning commission's review, inspections may be required by the Planning Commission , Building Inspector, and/or fire department.

Owner's Signature: \_\_\_\_\_

I agree to occupy the dwelling as my primary residence (either the primary unit or the ADU), except for bona fide temporary absences, and agree to comply with the standards in the Bicknell ADU Ordinance.

Owner's Signature: \_\_\_\_\_

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## ADDITIONAL REQUIRED ATTACHMENTS FOR APPLICATION

Site Plan (2 Copies) Showing property lines, dimensions, location of existing buildings and building entrances, proposed buildings or additions, distance from buildings to property lines, the location of required off-street parking and utility meters.

Floor Plan (2 Copies) Detailed and to scale, showing the floor in which the ADU will be located, including labels on rooms indicating uses or proposed uses.

Evidence of Building Permit - For ADU's already constructed there should be a building permit for that construction. For ADU's yet to be constructed a new building permit application.

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## REQUIREMENTS FOR APPROVAL

All ADUs must comply with the following requirements of Bicknell Ordinance No. 03-07-2024

- Owner Occupation. The owner(s) of the residence shall live in the dwelling in which the ADU was created (either in the primary unit or in the ADU), except for bona fide temporary absences.
- Code Compliance. The ADU must meet standards in the International Fire Code, International Residential Code, and International Building Code.
- Exterior Appearance. The ADU shall make every reasonable effort not to alter the appearance of the main dwelling as a single-family residence.
- Parking. One off-street parking space for ADU tenants. No tandem or street parking allowed. Occupants may not park on the street along the frontage of a neighboring property.
- Address. Principal dwelling and ADU shall share the same number; ADU labeled "B". Address visible on the street side.
- Septic. ADUs require Central Utah Health Dept. septic approval. No ADU shall be allowed if the lot containing the primary dwelling is served by a failing septic tank or a septic system that is not large enough to support the additional ADU.

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## REQUIREMENTS FOR FOR DETACHED ADUs ONLY

- Utilities. Detached ADUs must have separate water meters and shall be in the property owner's name and the property owner shall be responsible for payment of all water bills.
  - Maximum Height. Building Height of any type of structure must not exceed 20 feet to the eaves.
  - Size. The living space of a detached ADU must be a minimum of 400 square feet, up to a maximum of 800 square feet. Detached ADUs may not have more than two bedrooms and must be permanently connected to utilities, attached to a site-built permanent foundation which complies with the building code, and must comply with all other applicable standards of this Ordinance. A building permit and inspections are required for construction of any type of ADU.
  - Setbacks. Detached ADUs must meet the same front, side, and rear yard setbacks as the primary dwelling and be located at least six feet from the primary dwelling.
  - Street Frontage. The lot must have a minimum street frontage of 70 feet to receive approval for a detached ADU. A smaller-frontage lot may be approved if, at the discretion of the approval authority, the lot configuration is unique and/or the primary dwelling unit is unique in size or location on the lot, and the impacts to neighbors and the street are substantially similar to those on a 70-foot-wide lot.
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