



CITY OF ASHLAND

ACCESSORY DWELLING UNIT GUIDE



The Barn Cabin, photo credit D. Sherrell



Photo credit T.Stott



Photo credit R.Romagnoli

VARIATIONS

- Detached in the backyard
- Attached addition to the primary dwelling
- Above a garage
- Conversion of existing floorspace, garage, or basement

ALSO KNOWN AS:

- Accessory Residential Unit
- Second Unit
- Garage Apartment
- In-Law Quarters
- Granny Flats

TYPICAL HOUSEHOLD

These units are ideal for smaller households, single adults, two adults, or adult and children with a lower housing budget and less needs for square footage and allow households to accommodate additional relatives on-site.

FITTING INTO THE NEIGHBORHOOD

ADUs can create additional rental opportunities in our community without changing the character or quality of life of existing single dwelling neighborhoods.



CITY OF ASHLAND

ACCESSORY DWELLING UNIT GUIDE

An Accessory Dwelling Unit (ADU), also known as an Accessory Residential Unit (ARU) is a secondary, self-contained housing unit within or on the same property as a primary residence, typically designed for independent living with its own kitchen, bathroom, and entrance.

Ashland is dedicated to facilitating the development of Accessory Dwelling Units (ADUs) within the city, recognizing their valuable contribution to the local housing landscape. The city has implemented policies that streamline the process for property owners, making it easier to create ADUs.

Ashland supports ADU development by permitting them outright in all residential zones. This means that property owners in residential areas do not need to go through a complex Planning Action process. Instead, they can proceed directly with obtaining building permits for their ADUs. This expedited approach significantly reduces bureaucratic hurdles and expedites the development process, making ADU projects achievable for many property owners in the city.

Why is Ashland interested in increasing the number of ADUs in our community?

- **Increased and Diverse Housing Supply:** ADUs help address housing shortages by providing additional, affordable, and flexible living options without the need for significant land development.
- **Economic and Financial Benefits:** ADUs allow homeowners to generate rental income, support local economies, and increase property values, contributing to overall economic health.
- **Sustainable and Efficient Land Use:** ADUs promote efficient use of existing residential lots, reduce environmental footprints, and support sustainable living practices.
- **Support for Multigenerational and Aging Populations:** ADUs provide versatile living arrangements for multigenerational families, enable seniors to age in place, and offer housing for caregivers.
- **Community Stability and Inclusivity:** By offering more affordable housing options, ADUs help retain long-term residents, contribute to a stable and diverse population, and enhance community inclusivity.

By encouraging the development of ADUs through simplified permitting processes and emphasizing their residential use, Ashland aims to enhance housing options, promote affordability, and support the diverse needs of its residents. ADUs cannot be used as travelers' accommodations within Ashland's single-family zones, ensuring the focus remains on providing needed housing for our full-time residents. These efforts align with the city's commitment to sustainable and inclusive housing development while maintaining the character of its neighborhoods.

Getting Started

Overview of the Process

Designing an Accessory Dwelling Unit (ADU) to fit on your property in Ashland involves careful planning and consideration of various factors. While the city can provide free plans that have been reviewed for building code compliance, customizing your ADU design may be necessary to meet your specific needs, property constraints, or design preferences. Here are the steps to design an ADU:

1. **Assess Your Property:** Begin by evaluating your property to identify potential locations for the ADU. Some considerations include:
 - a. zoning regulations;
 - b. siting and setback requirements;
 - c. existing infrastructure (water, sewer, electric capacity);
 - d. vehicular and pedestrian access;
 - e. any physical constraints such as existing trees, riparian areas, floodplains, wetlands, or steep slopes;
 - f. Existing structure locations including buildings, decks, and garages;
 - g. Potential conversion of existing floor areas within the primary home or garage into an ADU.
2. **Determine Your Goals:** Clearly define the purpose of your ADU. Are you building it for rental income, housing a family member, or another purpose? Understanding your goal will help answer design questions, such as layout, amenities, and accessibility features, ensuring the ADU meets your specific needs.
3. **Design your ADU:** The City of Ashland offers free ADU plans that meet local building codes, making them a great starting point. If these pre-approved plans don't quite fit your needs, you can work with an architect or designer who understands Ashland's regulations and the State Building Code to create custom plans tailored to your goals. This customization process allows you to

tailor the ADU to your specific property constraints, and your personal expectations from layout and amenities to aesthetics.

4. **Budget and Financing:** Your design solution and local economic factors will drive the budget for your project. Once you have a budget determined, consider your financing options (i.e., using savings, obtaining a Home Equity Line of Credit (HELOC), opting for cash-out refinancing, or securing new construction or renovation loans). Each financing method has its benefits and drawbacks; so, determine your budget and choose the option that best aligns with your financial resources. It's crucial that your budget and available financing align to ensure the project remains financially feasible and includes a contingency fund for any unexpected expenses. Consulting with design professionals and financial advisors or lenders can provide tailored advice for your situation.
5. **Construction:** Unless you are personally experienced in construction and development, have the available time, and are familiar with building code requirements, consider hiring a licensed and reputable general contractor. A professional contractor ensures your ADU is built according to approved plans, adheres to local building codes and regulations, and avoids potential issues, delays, and additional costs.
6. **Utilities and Infrastructure:** Coordinate with utility providers (electric, gas, water, sewer) to connect your ADU to the necessary services. Ensure compliance with utility connection requirements, including any building code mandates for the separation of utilities between the primary residence and the ADU. Proper coordination and compliance will help prevent future complications and ensure your ADU operates smoothly and legally.
7. **Landscaping and Access:** Create a landscape plan that provides a detailed illustration of fuel clearance areas for fire safety, indicates all trees to be retained, removed or planted, and details gardens, green spaces, accessible pathways, hardscaping, patios, and other landscaping features. This ensures that the function and aesthetics of the property's outdoor spaces are thoroughly considered and documented.
8. **Submit for Permits:** Once you have selected your pre-approved ADU plans and prepared a site plan, or finalized your custom ADU plans, submit them to the City for approval and obtain the necessary building permits. Your design professional or general contractor may also handle the permit submission on your behalf. Once your final ADU plan is submitted to the City Building Department, they will review your application, calculate the building and SDC fees (explained later in this document), and check that everything meets

building codes and local zoning regulations. Once everything is in order, they'll issue a building permit, and construction on your ADU can begin.

9. **Inspections:** As construction progresses, you or your contractor will need to schedule inspections with the City at different stages of the build to make sure everything is up to code and meets safety standards. Once the construction is finished and all inspections are passed, you'll be able to get a Certificate of Occupancy, which means your ADU is ready to be used as planned.

Assess your Property and Prepare a Site Plan

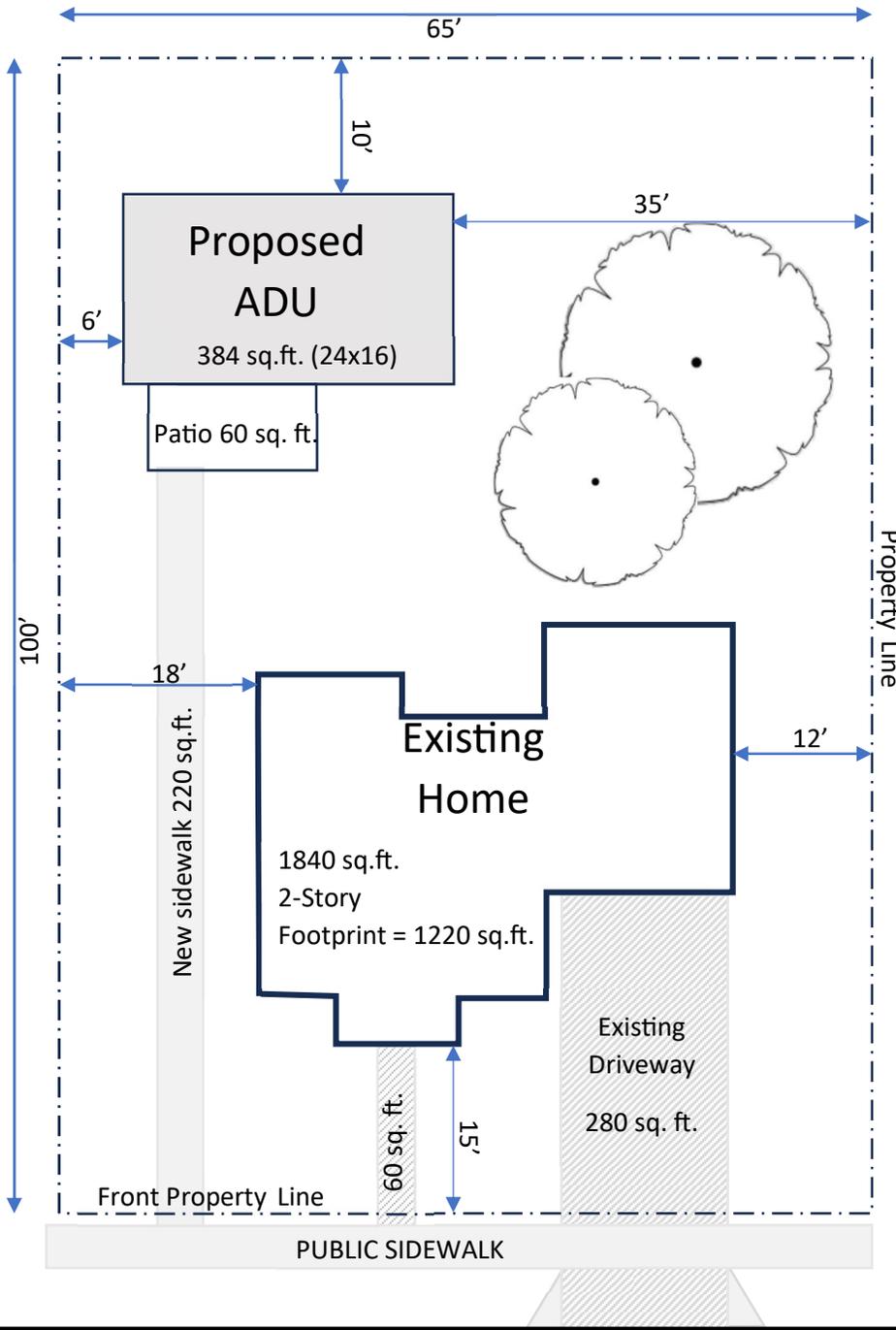
A site plan is a detailed drawing or diagram that provides a bird's-eye view of a property, showing the arrangement and layout of structures (existing and proposed), landscaping, parking areas, utilities, easements, and other important elements. It is a crucial tool in the design and development of properties, helping to visualize how various components fit together within a specific area. In the context of an Accessory Dwelling Unit (ADU) or any construction project, a site plan is used to identify:

- **Building Placement:** The site plan shows the exact location of the ADU or other buildings on the property, including setbacks from property lines and neighboring structures, as well as the location of any easements. While a property survey is not always necessary, it can be helpful for designing your site plan and identifying your property lines.
- **Solar Orientation:** When siting a new building, it must be positioned to minimize shading on neighboring properties in accordance with the Solar Access Ordinance ([AMC 18.4.8](#)), and should consider the benefits of passive natural lighting and onsite energy opportunities. Key considerations, such as roof orientation, building height, and the distance from the north property line, should be addressed early in the design process. These factors are crucial in ensuring that the new structure does not excessively shade adjacent properties, maintaining optimal sunlight exposure for all.
- **Access and Circulation:** Site plans illustrate driveways, walkways, and pathways, showing how people and vehicles can access and move around the property safely.
- **Landscaping Plan:** A landscape plan is a detailed illustration that shows both existing and proposed vegetation and hardscaping elements. It ensures that the final development is functional, attractive, and safe. A well-designed landscape plan helps create a beautiful outdoor space while maintaining safety and functionality.

When planning your landscape, it's important to be Firewise. To protect your property and enhance safety, consider the following:

- Remove highly flammable plants within 30 feet of the building and replace them with fire-resistant varieties.
 - Keep vegetation trimmed and clear of dead leaves or debris.
 - Regularly prune trees and bushes to prevent fire from spreading through canopies.
 - More information regarding Firewise landscaping can be found on the City website:
 - <https://ashlandoregon.gov/919/Best-Practices-for-Fire-Resistant-Landsc>
- **Identify Utilities:** Utility Plans typically accompany a site plan to highlight the placement of both existing and proposed utility connections, such as water, electricity, gas, and sewer lines, ensuring that these essential services are accessible and compliant with local regulations. Early in the design process it is recommended that you verify the condition and serviceability of existing utilities to determine if any upgrades or relocations will be necessary for your project.

Sample Site Plan



Property Address: 123 Example Street
Ashland, OR, 97520

Lot Coverage:

Total Property Area =	6500 sq. ft.
Existing Home (footprint) =	1220 sq. ft.
Existing Impervious Surface =	340 sq. ft.
Proposed ADU =	384 sq. ft.
Proposed Impervious Surface =	280 sq. ft.
Total Lot Coverage =	2224 sq. ft.
Percent Lot Covered =	34.2%

Solar Calculations:

Refer to Ashland Land Use Ordinance Chapter 18.4.8 for **Solar Setbacks**, as site specific solar calculations are required on site plan:

<https://ashland.municipal.codes/LandUse/18.4.8>



Prepared By:



Example Scale 1" = 10'

PUBLIC STREET

Preparing your Building Design

When designing an Accessory Dwelling Unit (ADU), homeowners can choose between utilizing pre-approved plans or customizing a design. Pre-approved plans offer a cost-effective and expedited approval process with templates that meet local building codes, ensuring compliance through a comprehensive review. While they may lack the customization options available when working with a designer or architect, pre-approved plans provide a convenient solution for those seeking a functional and code-compliant ADU design.

Customizing a design allows for tailored solutions that complement the primary residence and meet specific needs. This process involves collaborating with an architect or designer who understands local regulations, ensuring compliance with zoning laws and building codes. Comprehensive construction documents, including architectural plans, structural details, electrical and plumbing layouts, and visualizations of the project, are essential, along with all required submissions for the issuance of a building permit.

Energy Efficiency Incentives

The City of Ashland offers incentives and rebates for incorporating energy-efficient elements into ADUs, such as solar power, heating and cooling systems, and induction cooktops. These programs promote sustainability and help reduce utility costs for residents. In addition to the city's incentives, local, state, and federal programs may also offer additional incentives for qualifying conservation efforts. For more information on available residential incentives, visit the city's website at:

<https://ashlandoregon.gov/584/Residential-Incentives>

ADUs in Ashland's Historic Neighborhoods

Ashland is home to four National Register Historic Districts, each showcasing unique architectural styles and neighborhood character. Applicants considering Accessory Dwelling Units (ADUs) in these districts are encouraged to design their ADUs to be compatible with their historic neighborhood. Incorporating simple historic details—such as roof pitch, window trim, siding type, or other architectural elements—can help ensure that new buildings reinforce the integrity and charm of these prized areas.

To assist applicants in achieving a historically sensitive design, the Ashland Historic Preservation Advisory Committee (HPAC) offers free consultations by appointment on Thursday afternoons. Early in the design process, applicants are welcome to meet with HPAC's knowledgeable members to receive a no-cost evaluation and valuable

guidance. Their expertise can help streamline the design process while preserving Ashland's rich historic character.

By thoughtfully integrating historic design details, property owners can contribute to the beauty and cohesiveness of Ashland's National Register Districts while creating a functional and attractive ADU.

Plan Submittal

Before submitting your plans, thoroughly review all documents to avoid errors or omissions that could lead to delays. Once ready, submit them to the City of Ashland's Building Department for review and permit issuance.

Steps to Prepare for Building Permit Submission:

- Select Option 1— Select from the pre-approved ADU plans available free of charge through the Ashland ADU Program. These plans are listed at the end of this guide. If you intend to modify any of these plans, please coordinate with the original architect or designer.
- Select Option 2—Customize a Design: Tailor the ADU to your specific needs and preferences by working with an experienced designer or architect familiar with local zoning and building codes.
- Obtain comprehensive construction drawings detailing all aspects of the ADU
- Complete a detailed site plan including building locations, property lines, lot coverage, and utility locations.
- Include energy-efficient and accessibility features, if proposed.
- Complete a Residential Building Permit Submittal form.
 - <https://ashlandoregon.gov/DocumentCenter/View/116/Residential-Building-Permit-Application-Submittal-Package-PDF>
- Review and double-check all documents for accuracy before submission.

Preparing Your Budget

Building an ADU can be challenging because it involves several costs. Unexpected costs can disrupt your budget, but a careful evaluation can help mitigate surprises and challenges. By considering construction costs (including labor and materials), permitting fees, System Development Charges, utility connection fees, School Construction Excise Taxes, and the future impact on your property taxes, you can better plan and manage your budget effectively.

Most of the money goes into designing and building the ADU, which makes up about 92.5% of the total cost. Market forces, which are beyond the City's control, determine these costs including materials and labor. Building permit fees make up around 1.5% of the total project cost, and System Development Fees (SDCs) make up approximately 6% of the project costs.

If you plan to use your ADU as a rental, researching expected rents for similar units in your area, along with average vacancy rates, can help you estimate the potential annual revenue it may generate. This information is valuable in determining how much income your ADU could bring in to offset loan payments, maintenance costs, and other expenses, giving you a clearer picture of its financial impact.

Construction Costs

Determining construction costs for your Accessory Dwelling Unit (ADU) is a critical step in the development process. Collaborating with professionals such as architects, designers, or contractors can be immensely beneficial in providing accurate estimates for the overall construction expenses. These estimates typically encompass various components, including foundation work, utility extensions, and the construction itself.

- **Foundation Work (if required):** The foundation serves as the base of your ADU and is a fundamental aspect of construction. Costs associated with foundation work can vary depending on factors like soil conditions and the complexity of the design.
- **Utility Extensions:** Extending utilities to your ADU, such as electrical, plumbing, and HVAC systems, is essential to ensure functionality and comfort. The cost of utility extensions will depend on the proximity of existing utilities and the complexity of the connections.
- **Construction Costs:** The bulk of your construction expenses will involve materials, labor, and other construction-related costs. The size of your ADU, as well as the level of customization and the materials used, will significantly impact these costs.

As a general guideline, construction costs for ADUs in the City of Ashland can typically range from approximately \$150 per square foot for conversion of an existing portion of your home or garage, to between \$250 and \$500 per square foot for new construction. Smaller, more straightforward ADUs and those incorporated into existing buildings tend to fall toward the lower end of this range, while larger dwellings with high-end finishes and amenities, or those located in physically constrained areas may fall toward the higher end.

Collaborating with professionals in the design and construction industry is necessary to obtain accurate cost estimates tailored to your specific ADU project. Architects, designers, and contractors can provide valuable insights and help you make informed decisions about the design, current and projected costs and availability of materials, and ultimately assist in ensuring that your ADU project aligns with your budget and goals. Additionally, talking to friends and neighbors who have recently completed an ADU (ideally within the last few years) can provide practical advice and real-world cost information. Note: keep in mind that comparisons with older ADU projects will be less informative as their experience may no longer be relevant due to changes in construction costs and regulations over time.

City Permitting Fees

When considering the development of an Accessory Dwelling Unit (ADU) in the City of Ashland, it's essential to factor in additional fees that can impact your budget. The City fees which impact the budget include Building Permit Fees and System Development Charges (SDCs).

Building Permit Fees: Building permits are required for the construction or renovation of ADUs in Ashland. The cost of these permits varies depending on the size and complexity of your ADU project. To find detailed information about the current fee schedule for Residential Building Permit Fees in Ashland, please refer to the City of Ashland's fee schedule:

<https://ashlandoregon.gov/DocumentCenter/View/2143/FY24-25-Building-Permit-Fee-Schedule-PDF>

System Development Charges (SDCs): SDCs are one-time fees assessed by the city to cover the cost of expanding public infrastructure and services to accommodate new developments. In Ashland, the structure of SDCs is designed to incentivize the creation of smaller dwellings. Specifically, for ADUs:

- Units under 500 sq. ft. receive a 50% discount of the required SDCs.
- Units between 500 sq. ft. and 800 sq. ft. receive a 25% discount of the required SDCs.

- Units over 800 sq. ft. are charged 100% of the SDCs for the dwelling.

This tiered approach to SDCs promotes the development of smaller ADUs, which typically have proportionately lower rents and are thus more affordable to renters. Consequently, the City's incentive for small ADUs supports greater affordability.

To find detailed information about the current Residential SDC fee schedule, please refer to the City of Ashland Residential SDC Handout:

<https://or-ashland.civicplus.com/DocumentCenter/View/2145/FY24-25-Residential-SDC-Handout-PDF>

Before proceeding with your ADU project, it's crucial to check the most up-to-date fee information on the City of Ashland's official website, or consult with the City of Ashland Planning Division to ensure that you have a clear understanding of the specific fees and incentives that apply to your project size and scope.

Utility Fees

Utility connection fees are a crucial aspect of the overall cost considerations when developing an Accessory Dwelling Unit (ADU) in the City of Ashland. In Ashland, there are multiple utility providers, each with its associated connection fees:

- **Electric Service:** Your new ADU will require its own electric meter, which will incur connection fees. These fees vary based on the complexity of the required electrical work. A licensed electrician can evaluate your existing electrical service to determine if you have enough capacity or if a service upgrade is needed for an additional dwelling. More information on Electrical Service Requirements is available online here: <https://ashlandoregon.gov/DocumentCenter/View/170/Electric-Service-Requirements-PDF> For current information on electric meter connection fees, please contact the Electric Department at 541-488-5357 during regular business hours.
- **Gas Service:** For natural gas service for heating, cooking, or other uses in your ADU, Avista serves as the primary gas utility provider in Ashland. Avista may charge connection fees for establishing new gas service or modifying existing connections to accommodate your ADU. The specific fees will depend on factors like the proximity to existing gas lines and the extent of the required work. The installation of gas service may not be necessary in your ADU as electrical appliances and heating and cooling systems can be both cost-effective and environmentally beneficial. Additionally, to maintain indoor air quality, specific gas appliances may be inappropriate in some circumstances. Therefore, it is important to verify with the Ashland Conservation Division and Building Division if the intended appliances are compliant with local law

relating to indoor air quality. This ensures that your ADU meets all safety and environmental regulations.

- Water and Sewer Connections:** ADUs often have the advantage of connecting to the existing water and sewer lines on a property, eliminating the need for costly and time-consuming installation of new utility lines. This streamlined approach not only simplifies the development process but also enhances the sustainability and cost-efficiency of the project. However, it's essential to be aware that separating utility services for the ADU may create the potential for future land division, allowing the ADU to become an independent property on its own lot. This consideration is significant, as it can impact property ownership and land use in the long term, offering flexibility for property owners to adapt to changing needs and regulations.

When planning your ADU project, it is essential to engage with these utility providers to determine the precise connection fees applicable to your specific project. Keep in mind that utility connection fees are typically separate from other utility-related costs, and they should be included in your overall budgeting and planning.

Furthermore, utility providers may have specific requirements and regulations governing the connection process, including permitting and adherence to safety standards. Consulting with these utility providers and, if necessary, collaborating with experienced contractors familiar with utility connections will help ensure a smooth and compliant installation process for your ADU's utilities.

ADU City Fee Estimates July 2024- June 2025

Square Footage	Plan Check Fees	Building Permit Fees*	Community Development & Engineering Fees	School Excise Tax	System Development Charges (SDCs)	TOTAL
500	\$473	\$1,786	\$1,885	\$534	\$5,927	\$10,605
800	\$626	\$2,144	\$3,019	\$855	\$9,279	\$15,923
1000	\$727	\$2,379	\$3,774	\$1,069	\$10,236	\$18,185

***Includes minimum required mechanical, plumbing, and electrical fixtures. Fees do not include Utility Provider connection fees.**

SDCs are based on habitable square footage and will vary depending on the specific size and amenities of your ADU, as such the above provides ballpark estimates of units with a single bathroom and based on the square footages above.

Other Financial Considerations

Insurance

Adding an Accessory Dwelling Unit (ADU) to your property may impact your homeowner's insurance policy. An ADU can increase the overall value of your home, and if used as a rental, it may require additional liability coverage. Homeowners should contact their insurance provider to discuss potential changes to their policy, ensuring adequate coverage for the new unit, tenants (if applicable), and any structural modifications. Properly updating your policy can help avoid coverage gaps and unexpected liabilities.

Property Taxes

Property taxes may increase due to the added value of an Accessory Dwelling Unit (ADU). Property tax assessments are based on the total valuation of both land and improvements, meaning a newly constructed or converted ADU will likely result in a reassessment and higher annual property taxes. The exact amount of the increase depends on the assessed value determined by the Jackson County Assessor's Office. Homeowners are encouraged to reach out to the Assessor's Office to understand the potential tax implications and plan for any financial adjustments accordingly.

Renting your ADU

In Ashland's Single-Family Zones, it's important to note that Accessory Dwelling Units (ADUs) cannot be utilized as vacation rentals and cannot be rented for intervals of less than 30 days. This regulation is significant because it aims to prioritize the availability of full-time resident housing within the city. By restricting short-term rentals and promoting longer-term occupancy, the community seeks to ensure that ADUs contribute to the long-term housing supply, addressing the need for affordable, stable, and sustainable housing options for residents. This approach helps maintain the residential character of established neighborhoods while supporting the goal of fostering a vibrant and stable community.

When setting rental amounts in Oregon, it's important to follow state landlord-tenant laws and stay compliant. Several organizations can help landlords understand local rental market trends, navigate rent control rules and limits on rent increases, and stay up to date with any legal changes. They also provide guidance on ensuring a rental application process that is fair and free of discrimination. These groups offer

valuable support for setting fair, competitive rental rates while maintaining legal compliance.

The City of Ashland provides the following list of rental owner organizations and service providers for informational purposes only; this is not an endorsement of any specific provider. These organizations can assist first-time landlords by providing model rental or lease agreements that comply with Oregon's landlord-tenant and fair housing laws. They can help ensure your renter application process, rental terms, rent collection, security deposits, late fees, and other provisions are clear and legally sound.

- **Southern Oregon Rental Owners Association (SOROA):** Provides resources, education, and support for landlords, including legal requirements and best practices for renting properties. - soroa.net/
- **Oregon Rental Housing Association (ORHA):** A statewide organization that offers resources and legal guidance to rental property owners, with local chapters that can assist landlords in Rogue Valley. - oregonrentalhousing.com/
- **Fair Housing Council of Oregon (FHCO):** Provides education and assistance on fair housing laws, which can help landlords understand their legal obligations. - fhco.org/
- **Local Property Management Companies:** Many property management companies in the Rogue Valley offer consultations and services that include ensuring compliance with local and state rental laws.

Fair Housing

If you plan to use your Accessory Dwelling Unit (ADU) as a rental property, it's essential to familiarize yourself with Fair Housing laws. Fair Housing laws are federal regulations designed to prevent discrimination in housing based on factors such as **race, color, national origin, religion, sex, sexual orientation, gender, disability, and familial status**. These laws apply to all rental housing, including ADUs, and aim to ensure that every prospective tenant has an equal opportunity to secure housing without facing discrimination.

Here are some best practices for renting a unit in compliance with Fair Housing laws:

- **Advertise Without Discrimination:** When advertising your rental unit, avoid discriminatory language or preferences in your listings. Ensure that your advertisements are inclusive and do not discourage individuals based on protected characteristics.
- **Tenant Application Process:** Treat all applicants fairly and equally. Create clear and consistent criteria for screening tenants. Use the same criteria for everyone, regardless of their background. Make choices based on objective factors like credit history, rental history, income, and, when relevant, criminal background. Avoid making subjective judgments that could be discriminatory.
- **Reasonable Accommodations:** Be open to providing *reasonable accommodations* or modifications for individuals with disabilities. Engage in a dialogue with tenants to address their specific needs and ensure equal access to your rental property.
- **Document Everything:** Maintain thorough and well-documented records of your rental application process, communications with tenants, and any accommodation requests. These records can be crucial in demonstrating your compliance with Fair Housing laws if questions arise.
- **Educate Yourself:** Stay informed about Fair Housing laws, including federal, state, and local regulations. Attend training sessions or workshops to better understand your responsibilities as a landlord.
- **Respond to Complaints Promptly:** If a tenant or applicant raises concerns related to Fair Housing, take their complaints seriously and address them promptly. Investigate and resolve any potential issues to prevent further discrimination.

For more information about Fair Housing visit :

- Fair housing Council of Oregon <https://fhco.org>

Summary

If you choose to build an ADU, the City of Ashland is committed to simplifying and enhancing your experience. This guide supports that intention, but if you have suggestions for improving the process, our pre-approved plans, or other development issues, we'd like to hear from you.

Building an ADU can be a rewarding endeavor that not only adds value to your property but also contributes to the community by providing more housing options for our residents. The City of Ashland is here to support you every step of the way, ensuring the process is as smooth and efficient as possible.

A complete set of the selected free pre-approved ADU plans are made available to Ashland property owners after a 30-minute consultation with the Ashland Planning Division. During this meeting, a planner will review your particular site and provide valuable guidance on the permit application process, helping you understand zoning requirements, building codes, and any other considerations for your ADU project. This step helps ensure that the plans you choose are compatible with your property and the city's regulations, saving you time and potential setbacks later on. If you're interested in selecting a pre-approved ADU plan, simply contact the Community Development Department to schedule your consultation. This process is a helpful way to kickstart your project with expert advice and streamline the approval process, making it easier to move forward with your plans.

We believe that by working together, we can create a more sustainable, inclusive, and vibrant community. Whether you are utilizing our pre-approved plans or customizing your own design, our goal is to make your ADU project a positive and successful experience. Let's build a brighter future for Ashland, one ADU at a time!

City of Ashland Pre-Approved Free ADU Plans:

<http://ashlandoregon.gov/ADU>

	<p>“The Barn” 528 Square Feet These plans, designed by Derek Sherrell, were provided by ThatADUGuy for use in Ashland’s ADU program</p>
	<p>“The Sherrell” 812 Square Feet – 2 bed – 2 bath These plans, designed by Derek Sherrell, were provided by ThatADUGuy for use in Ashland’s ADU program</p>
	<p>“The Joel” 576 Square Feet Available with either a gable or shed roof. These plans were provided by the City of Eugene for use in Ashland’s ADU program</p>
	<p>“The Dogwood” 364 Square Feet These plans, designed by Architect Carlos Degado, were provided by the City of Medford for use in Ashland’s ADU program.</p>
	<p>“The Magnolia” 660 Square Feet These plans, designed by Architect Carlos Degado, were provided by the City of Medford for use in Ashland’s ADU program.</p>
	<p>“The Beech” 660 Square Feet These plans, designed by Architect Carlos Degado, were provided by the City of Medford for use in Ashland’s ADU program.</p>
	<p>“The Myrtle” 364 Square Feet ADU above a single car garage These plans, designed by Architect Carlos Degado, were provided by the City of Medford for use in Ashland’s ADU program.</p>

THESE PLANS ARE PROVIDED AS A COURTESY BY THE CITY OF ASHLAND FOR APPLICATION AND PERMITTING PURPOSES ONLY. THESE PLANS WERE NOT DESIGNED BY THE CITY OF ASHLAND AND THE CITY BEARS NO RESPONSIBILITY FOR THE PLANS OR RESULTING STRUCTURE, THE PLANS HAVE BEEN REVIEWED FOR MINIMUM OREGON RESIDENTIAL SPECIALTY CODE COMPLIANCE. BY USING THE PLANS, THE USER AGREES TO RELEASE THE CITY OF ASHLAND FROM ANY AND ALL CLAIMS, LIABILITIES, SUITS, AND DEMANDS ON ACCOUNT OF ANY INJURY, DAMAGE, OR LOSS TO PERSONS OR PROPERTY, INCLUDING INJURY OR DEATH, OR ECONOMIC LOSSES, ARISING OUT OF THE USE OF THESE CONSTRUCTION DOCUMENTS.

City Contacts

Ashland Community Development Department

51 Winburn Way
Ashland, OR 97520

Phone: [541-488-5305](tel:541-488-5305)

Building Division: Email: building@ashlandoregon.gov

Planning Division : Email : planning@ashlandoregon.gov

Historic Preservation Advisory Committee review board consultation:
call 541-488-5305 for an appointment

Ashland Climate, Energy & Conservation Division:

<https://ashlandoregon.gov/376/Climate-Energy-Conservation>

Ashland Public Works & Engineering Department

Phone: 541-488-5587

Email: publicworksinfo@ashlandoregon.gov

Ashland Electric Department

Phone: 541-552-2389 for New Construction and/or Service

Email: electric@ashlandoregon.gov

Ashland Fire Department

Phone: [541-482-2770](tel:541-482-2770)

Email: fire@ashlandoregon.gov

Additional Resources

City of Ashland Residential Building Permit Submittal Form online:

<https://ashlandoregon.gov/DocumentCenter/View/116/Residential-Building-Permit-Application-Submittal-Package-PDF>

City of Ashland Commonly Asked Questions About Obtaining Permits (PDF):

<https://ashlandoregon.gov/DocumentCenter/View/174/Commonly-Asked-Questions-About-Obtaining-Permits-PDF>

International Code Council Benefits of Building Permits:

<https://or-ashland.civicplus.com/DocumentCenter/View/220/Benefits-of-Building-Permits-PDF>

State of Oregon Building Code

2023 Oregon Residential Specialty Code:

<https://codes.iccsafe.org/content/ORRC2023P1>

All codes and standards – Building Code Division:

<https://www.oregon.gov/bcd/codes-stand/Pages/adopted-codes.aspx>