

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 05/23/2011
Item No.: 13 . b

Department Approval

City Manager Approval



Item Description: Discussion regarding Accessory Dwelling Units

BACKGROUND

Recently, the City Council approved two Accessory Dwelling Units (ADUs) as Conditional Uses as prescribed in City Code. During these approvals, there was discussion by the City Council regarding these type of uses and concern that they might potentially be disruptive to the neighborhood. The City Council wanted to review the topic and see if there were better or different ways to regulate ADUs while still allowing for them.

Currently, ADUs are Conditional Uses in LDR-1 and LDR-2 and CMU Zoning Districts and a permitted use in the MDR Zoning District. Presently, the Roseville Code regulates ADUs in Chapter 1009.02. The language reads as follows:

I. Accessory Dwelling Units (ADU):

- a. An ADU shall be located on a lot occupied by a one-family dwelling.*
- b. No more than one ADU shall be allowed on a lot.*
- c. The one-family dwelling on the lot shall be owner-occupied.*
- d. Maximum occupancy of an ADU shall be limited to 2 people.*
- e. An ADU shall be assigned a unique address identifier to differentiate it from the principal dwelling.*
- f. A detached ADU may be located above a detached garage of the one-family dwelling or within a separate accessory building meeting the standards for accessory buildings.*
- g. Dimensional Standards:*
 - i. Maximum height of a detached ADU, including one built above a garage: 30 feet (as typically measured to mid-point of pitched roof).*
 - ii. Maximum unit size: 75% of the principal dwelling's floor area, up to a maximum size of 600 square feet of living area.*
 - iii. Setback requirements: Attached ADUs shall meet the standards for principal buildings; detached ADUs shall meet the setback requirements for accessory buildings.*
- h. The entryway to a detached ADU shall be connected to a street frontage with a paved walkway.*
- i. The appearance or character of the principal building shall not be significantly altered so that its appearance is no longer that of a one-family dwelling.*
- j. Design Standards for Detached ADUs:*

- 34 i. *Material: The exterior finish material shall match in type, size,*
35 *and placement, the exterior finish material of the principal*
36 *dwelling unit.*
37 ii. *Roof pitch: The roof pitch shall match the predominant roof pitch*
38 *of the principal dwelling unit.*
39 iii. *Details: Trim shall match the trim used on the principal dwelling*
40 *unit. Projecting eaves shall match those of the principal dwelling*
41 *unit.*
42 iv. *Windows: Windows shall match those in the principal dwelling*
43 *unit in proportion (relationship of width to height) and orientation*
44 *(horizontal or vertical).*

45 Staff found that many cities allow for ADUs while a number do not. (It is staff's observation
46 that ADUs are becoming more acceptable and other cities may be considering allowing ADUs in
47 the future). In the research, staff found two cities, Bloomington and Shoreview that made ADUs
48 permitted uses (not having a Conditional Use). Instead, they made them permitted accessory
49 uses and required that the applicant receive a license or permit subject to certain requirements.
50 Staff has attached material from each city. Below is a brief summary of each city's requirements
51 for ADUs.

52 City of Bloomington

- 53 • ADUs are a permitted accessory use in the single-family residential district and not in
54 any other district.
55 • ADUs are only allowed on lots that meet the City's minimum lot size (11,000 sq. ft.).
56 • Site must meet the minimum off-street parking standards for a single-family home.
57 • Minimum size of 300 sq. ft. and maximum of 960 sq. ft.
58 • No more than two bedrooms allowed in the ADU.
59 • Occupancy is limited to two persons.
60 • ADUs must be attached to principal structure. ADUs are not allowed in detached
61 structures, two-family dwellings, and multi-family units.
62 • An annual rental license is required. Either the principal structure or the ADU can be
63 rented. Only one unit can be rented, not both.
64 • All ADUs are approved by staff.

65

66 City of Shoreview

- 67 • ADUs (termed "accessory apartments") are permitted in the single-family residential
68 districts and not in any other zoning district.
69 • ADUs must have a minimum of 500 sq. ft with a maximum of 800 sq. ft. and two
70 bedrooms.
71 • The principal unit must have at least 850 sq. ft.
72 • No front entrances shall be added to the house as part of the ADU.

- 73 • The building and property shall remain in single ownership.
- 74 • Only one ADU permit will be issued per single-family home.
- 75 • A minimum of three off-street parking spaces must be provided, two of which shall be
76 enclosed.
- 77 • The ADU requires a permit. The City will send written notification to property owners
78 within 150 feet of the property when the permit is granted.
- 79 • Upon sale of home having an ADU, the new owner must reapply for a permit to continue
80 the ADU.
- 81 • The owner must put a restrictive covenant controlling the use of the ADU.
- 82 • All ADUs are approved by staff.

83 From reviewing both of these communities approach and standards, staff would suggest
84 amending the City’s code regarding ADUs. Specifically, staff is suggesting making ADUs a
85 permitted accessory use subject to the following requirements:

- 86 • Applicant will need to get an “Accessory Dwelling Unit License” that is administratively
87 issued. The issuance procedure will be as follows:
 - 88 ○ Notice: The Community Development Department shall provide written
89 notification to contiguous property owners (side and rear) upon receipt of
90 application and prior to approval. The comment period shall be five days.
 - 91 ○ Issuance: After considering public input as part of the five day comment period,
92 the Community Development Department shall make a determination if the use is
93 compliance with the standards for granting an ADU license.
 - 94 ○ Appeal: The applicant and the contiguous property owner shall be notified of the
95 decision on granting the ADU license. The ADU license will not be issued until
96 the expiration of a ten-day appeal period. The appeal period may be waived if all
97 contiguous property owners waive their right of appeal. The appeal will be heard
98 by the Board of Adjustment and Appeal.
- 99 • ADUs will only be allowed on lots zoned LDR-1 and that meet the minimum lot size
100 (11,000 sq. ft.).
- 101 • Site meets the minimum parking standards for a single-family residential home. (four
102 off-street parking spaces, two of which must be enclosed).
- 103 • Properties containing ADUs cannot be subdivided or otherwise separated from ownership
104 from the associated single-family dwelling unit.
- 105 • A property that contains an ADU must be in compliance with the City’s rental
106 registration requirements.
- 107 • Occupancy is limited to two persons in the ADU.
- 108 • Minimum square footage for an ADU is 300 sq. ft., maximum is 600 sq. ft.
- 109 • Either the primary unit or ADU can be rented, but not both.

- 110 • Upon sale of property containing an ADU, the new buyer must reapply for an ADU
111 License.
- 112 • The same dimension and design standards for ADUs contained in Chapter 1009.02 would
113 be retained.

114 Staff would like the City Council to have policy discussion on whether ADUs should be only be
115 allowed when it is attached to the principal building or if ADUs should also be permitted in
116 detached structures (either as separate structure or part of a detached garage). The current ADU
117 ordinance allows for attached and detached ADUs.

118 **BUDGET IMPLICATIONS**

119 Not applicable

120 **STAFF RECOMMENDATION**

121 Staff recommends that the City move forward in amending the ordinance to allow for Accessory
122 Dwelling Units as a permitted accessory use in the LDR-1 Zoning District subject to certain
123 requirements and criteria.

124 **REQUESTED COUNCIL ACTION**

125 The City Council should discuss the information brought forward and direct staff on what
126 changes to the ordinance governing ADUs, if any, staff should bring forward for consideration

Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071

Attachments: A) Bloomington ADU Information
B) Shoreview ADU Information



Accessory Dwelling Unit (ADU) Approval Checklist

Accessory Dwelling Units (ADU) are defined as an “attached residential living unit that provides complete independent living facilities for one or more persons separate from a main unit on the same parcel.”

ADU standards and requirements are located in Section 21.302.03 of the city code.

Site requirements

- Lot size greater than 11,000 square feet.
- Located in the R-1 or RS-1 Zoning District.
- Site served by municipal sewer and water service. Separate metering for ADUs not permitted.
- Site meets minimum parking standards for a single-family home (four off-street spaces, two of which are within a garage or area that could be occupied by a garage).
- ADUs may not be subdivided and may not be otherwise separated in ownership from the associated single-family dwelling unit.

Size and location requirements

- The ADU must use a separate entrance than the primary dwelling unit. Otherwise the space is considered part of the single-family dwelling and ADU approval is not required.
- The ADU must be fully separated from the single-family dwelling unit by means of a wall or a floor, with or without a door. Otherwise the space is considered part of the single-family dwelling and ADU approval is not required.
- The ADU must meet the definitional requirements for a Dwelling Unit (cooking, living, sanitary and sleeping facilities) as defined in Section 19.03 of the City Code.

- Minimum size of 300 square feet; maximum size of 960 square feet and/or must not exceed 33% of the four season living area of the associated single family dwelling unit (exclusive of the Accessory Dwelling Unit). The associated single family dwelling unit must continue to meet the minimum floor area requirements.
- No more than two bedrooms permitted in the ADU.
- Occupancy is limited to two persons in the ADU.
- ADUs must be attached to the single-family dwelling four season living space or located within single-family dwelling units (separate entry required). ADUs are not permitted in conjunction with two-family dwellings, townhomes/rowhomes, or multiple-family dwellings. ADUs are not permitted in, or attached to, detached structures, including, but not limited to, detached garages or accessory buildings.
- ADUs and the associated single-family dwellings must clearly be designed and constructed to maintain the outward appearance of one single-family dwelling; the appearance of a two-family dwelling must be avoided.

Building and zoning code requirements

- The ADU and the associated single-family dwelling must meet current Minnesota State Building Code provisions, including but not limited to fire resistance and sound insulation standards between units.
- The ADU and the associated single-family dwelling unit must conform to all City Code requirements for single-family dwellings, including but not limited to setback, height, impervious surface, motor vehicle, recreational vehicle, pet,

Accessory Dwelling Unit (ADU) Approval Checklist

and accessory building structure standards.

Site plan requirements – new construction

Applications for an ADU created via a building addition must be accompanied by:

- An existing conditions survey showing property lines, existing and proposed structures, existing and proposed impervious surface areas (call out overall % impervious), setbacks, and required off-street parking;
- A letter or narrative describing the proposed ADU;
- Elevation drawings depicting both the existing and proposed structure from all four directions;
- A floor plan of both the single-family dwelling and the associated ADU indicating points of entrance and floor areas; and
- Application fee (\$120) – see Section 19.14

Site plan requirements – conversion

Applications for an ADU created entirely within the existing floor area of a single-family dwelling must be accompanied by:

- A letter or narrative describing the proposed ADU;
- Elevation drawings only for those sides of the house being altered;
- A floor plan of both the single-family dwelling and the associated ADU indicating points of entrance and floor areas; and
- Application fee (\$120) – see Section 19.14

License requirements

- Rental of either the ADU or the associated single-family dwelling requires a rental license pursuant to Chapter 14 (Licenses and Permits) of the City Code. Contact the Licensing Division (952-563-8728) for more information.
- Only one rental license is permitted per residential site. Either the ADU or the associated single-family dwelling may receive a rental license, but not both.
- The annual fee for an ADU rental license is \$82 – see Section 14.03 of the City Code.

Home occupations

- Home occupations are permitted in ADUs, subject to existing performance standards (see Section 19.63.09 of the City Code), provided the combined impacts of home occupations in the ADU and associated single-family dwelling do not exceed the performance standards for one single-family dwelling.
- Home businesses are not allowed within ADUs.

Approval

- All ADU applications must be approved by the Planning Manager.



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Part II. Code

Chapter 21 ZONING AND LAND DEVELOPMENT

Article III. DEVELOPMENT STANDARDS

Added by Ord. No. 2006-35, 9-11-2006

Division B. Use Standards

Added by Ord. No. 2006-35, 9-11-2006

SEC. 21.302.03. ACCESSORY DWELLING UNITS.

(a) **Purpose and Application.** In order to accommodate the housing needs of residents while protecting the public health, safety, and general welfare of the community, the Council finds that these regulations are necessary in order to:

- (1) create new housing units while respecting the appearance and character of single-family dwellings;
- (2) provide housing that responds to changing family needs, privacy standards, and household sizes;
- (3) make more efficient use of existing housing stock and infrastructure; and
- (4) encourage the creation of additional affordable housing.

(b) **Standards.**

- (1) Zoning district. Accessory Dwelling Units must be located within the R-1 or RS-1 residential zoning districts.
- (2) Minimum site size. Accessory Dwelling Units must not be located on a site less than 11,000 square feet in area.
- (3) Parking. Accessory Dwelling Units are not permitted on residential sites that do not meet the minimum parking standards for a single-family dwelling unit (four off-street spaces, two of which are within a garage or area that could be occupied by a garage – see Section 21.301.06). The total number of vehicles parked or stored must conform with the standards in Section 12.03.
- (4) Location. Accessory Dwelling Units must be attached to the single-family dwelling four season living space or located within single-family dwelling units. Accessory Dwelling Units are not permitted in conjunction with two-family dwellings, townhomes/rowhomes, or multiple-family dwellings. Accessory Dwelling Units are not permitted in, or attached to, detached structures, including, but not limited to, detached garages or accessory buildings.
- (5) Number. No more than one Accessory Dwelling Unit is permitted per residential site.
- (6) Convertibility. With respect to the point of attachment, degree of attachment, and the coordination of floor plans between the single family dwelling unit and the associated Accessory Dwelling Unit, the Accessory Dwelling Unit must be designed and constructed to allow conversion of the Accessory Dwelling Unit back to single family residential space in the future.

- (7) Home occupations. Home occupations are allowed within an Accessory Dwelling Unit, subject to existing performance standards, provided the combined impacts of home occupations in the Accessory Dwelling Unit and associated single family dwelling unit do not exceed the performance standards for one single family dwelling unit, including but not limited to the number of employees, signs, deliveries, pick-ups, and client appointments per site. Home businesses are not allowed within Accessory Dwelling Units.
- (8) Size. Accessory Dwelling Units must be at least 300 square feet in area but must be less than 960 square feet in area. Accessory Dwelling Unit floor area must not exceed 33 percent of the four season living area of the associated single family dwelling unit (exclusive of the Accessory Dwelling Unit). The associated single family dwelling unit must continue to meet minimum floor area requirements.
- (9) Utilities. Accessory Dwelling Units are prohibited on sites not served by municipal sewer and water. Separate utility metering for the Accessory Dwelling Unit is prohibited.
- (10) Ownership. Accessory Dwelling Units may not be subdivided and may not be otherwise separated in ownership from the associated single family dwelling unit.
- (11) Bedrooms. No more than two bedrooms are permitted in the Accessory Dwelling Unit.
- (12) Rental license. Rental of either the Accessory Dwelling Unit or associated single family dwelling unit requires a rental license pursuant to Chapter 14 (Licenses and Permits) of the City Code. Only one rental license is permitted per residential site.
- (13) Occupants. Occupancy is limited to two persons in the Accessory Dwelling Unit.
- (14) Appearance. Accessory Dwelling Units and associated single family dwelling units must clearly be designed and constructed to maintain the outward appearance of one single family dwelling; the appearance of a two-family dwelling must be avoided.
- (15) Single family dwelling standards. Accessory Dwelling Units in combination with their associated single family dwelling unit must conform to all City Code requirements for single-family dwellings, including but not limited to setback, height, impervious surface, motor vehicle, recreational vehicle and accessory structure standards.
- (16) Building Code Compliance. The Accessory Dwelling Unit and the associated single family dwelling unit must meet current Minnesota State Building Code provisions, including but not limited to fire resistance and sound insulation standards between units.

(c) **Site plan requirements.** Any application for an Accessory Dwelling Unit must be accompanied by:

- (1) an existing conditions survey showing property lines, existing and proposed structures, existing and proposed impervious surface areas (call out overall percentage impervious), setbacks, and required off-street parking;
- (2) a letter of narrative describing the proposed Accessory Dwelling Unit;
- (3) elevation drawings depicting both the existing and proposed structure from all four directions; and
- (4) a floor plan of both the single family dwelling and the associated Accessory Dwelling Unit indicating points of entrance and floor areas.
- (5) In the event an Accessory Dwelling Unit is proposed entirely within the existing floor area of a single family dwelling, the existing conditions survey is not required and elevation drawings are required only for those elevations proposed to be altered.

(d) **Approval process.** All Accessory Dwelling Unit applications must be approved by the Planning Manager.

(Added by Ord. No. 2009-18, 6-22-2009)

ACCESSORY APARTMENT APPLICATION

Return to:
Department of Community Development
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
(651) 490-4682

Site Identification:

Address: _____

Property Identification: _____

Legal Description: _____

Applicant:

Name: _____

Address: _____
City State Zip Code

Telephone Number: _____ (daytime) _____ (home)

Fax Number: _____ E-Mail: _____

Property Owner (if different from applicant):

Name: _____

Address: _____
City State Zip Code

Interest in property: _____
(see filing requirement #2)

Signatures:

Applicant: _____ Date: _____

Property Owner: _____ Date: _____

Date Received by City: _____ By Whom: _____

FILING REQUIREMENTS

THE FOLLOWING ITEMS MUST BE SUBMITTED:

1. Completed application form.
2. A currently certified Abstract of Title or an Owner's Duplicate Certificate of Title and copies of all unrecorded documents necessary to establish a legal or equitable interest by the applicant in the property involved.
3. Scale plans indicating existing and proposed floor plans *and* access to both the principal unit and the accessory unit *and* building elevations if an addition to the home is proposed. Plans must include square footage calculations for the existing home and proposed accessory apartment.
4. Site plan drawn to scale showing site dimensions, the location and use of any existing structures on, the proposed use, landscaping, screening, signs, parking spaces and drives.
5. **Five** folded and collated copies shall be submitted of the plan sheets, on 11"x17" half-scale prints for use by the City Staff. **One** 8 1/2"x11" reproducible print shall be submitted for each required sketch, drawing, or plan.
6. Filing fee of \$75.00, make checks payable to the City of Shoreview. **Filing fee is non-refundable.**
7. Recording fee of \$46.00, make check payable to Ramsey County. This check will be returned if application is not approved.

CRITERIA FOR REVIEW

The City Planner shall review the completed application in consultation with the Building Inspector and Fire Chief, and shall determine whether the application complies with the regulations of the Development Ordinance and meets the standards in Section 207.010 as follows:

1. The accessory apartment shall be clearly a subordinate part of the single-family dwelling. In no case shall it be more than thirty (30) percent of the building's total floor area nor greater than eight hundred (800) square feet nor have more than two (2) bedrooms.
2. The principal unit shall have at least 850 square feet of living space remaining after creation of the accessory apartment exclusive of garage area. Accessory apartments shall have at least 500 square feet of living space. Living space square footage for the accessory apartment shall be exclusive of utility rooms, common hallways, entryways or garages. Living space for the accessory apartment shall include a kitchen or cooking facilities, a bathroom and a living room.
3. No front entrances shall be added to the house as a result of the accessory apartment permit.
4. The house must be owner-occupied.
5. A minimum of three off-street parking spaces must be provided, two of which must be enclosed.
6. The accessory apartment and principal unit must meet the applicable standards and requirements of the Shoreview's Development Code, Building Code, Ramsey County Health Codes and Fire Codes.
7. The building and property shall remain in single ownership and title and shall only have one mailing address.
8. Only one accessory apartment permit may be issued per detached single family home.

REVIEW PROCEDURE

Administrative Review. The City Manager shall review the application for compliance with the regulations of the Development Ordinance after receipt of a complete application that contains all required submittal information.

1. Notice. The City Manager shall provide written notification to property owners in accordance with the requirements of Section 203. Failure to give a mailed notice or defects in the notice shall not invalidate the review process provided that a bona fide attempt has been made to contact the property owners.
2. Issuance and Conditions. If the City Manager determines that the use is in compliance with the conditions contained in Section 203, then the City Manager shall approve or deny the application. Conditions required by the Development Ordinance shall be applied to the approval. The application may be denied if the City Manager finds that the request proposed does not conform to the Development Ordinance.
3. Decision and Appeal. Decisions of the City Manager shall be final unless the applicant or other aggrieved party submits an appeal in accordance with Section 203.020(F), Appeals of Administrative Decisions.

NOTES

1. An application cannot be accepted until each of the filing requirements listed above has been satisfied.
2. The purpose of requiring the data referenced in the filing requirements is to permit the City to thoroughly evaluate your proposal relative to City ordinances and policies. Refusal to provide the requested information may jeopardize the scheduling of your request for review. Information submitted with this application will be made available to anyone who may request it.
3. The City of Shoreview recommends that you discuss your proposal with the adjoining property owners before you submit an application. In so doing, you may address items that might be of later concern.
4. The applicant and property owner shall be responsible for paying any out-of-pocket administrative, engineering, or legal expense incurred by the City to process this application or to enforce any conditions(s) of any resulting approval or permit.

SAMPLE

ACCESSORY APARTMENT PERMIT

An accessory apartment permit is hereby approved for the property located at _____ based on the application and supporting information submitted by _____ on _____.

It is understood that the following standards shall be met:

1. The accessory apartment shall be clearly a subordinate part of the single-family dwelling. In no case shall it be more than thirty (30) percent of the building's total floor area nor greater than eight hundred (800) square feet nor have more than two (2) bedrooms.
2. The principal unit shall have at least 850 square feet of living space remaining after creation of the accessory apartment exclusive of garage area. Accessory apartments shall have at least 500 square feet of living space. Living space square footage for the accessory apartment shall be exclusive of utility rooms, common hallways, entryways or garages. Living space for the accessory apartment shall include a kitchen or cooking facilities, a bathroom and a living room.
3. No front entrances shall be added to the house as a result of the accessory apartment permit.
4. The house must be owner-occupied.
5. A minimum of three off-street parking spaces must be provided, two of which must be enclosed.
6. The accessory apartment and principal unit must meet the applicable standards and requirements of the Shoreview's Development Code, Building Code, Ramsey County Health Codes and Fire Codes.
7. The building and property shall remain in single ownership and title and shall only have one mailing address.
8. Only one accessory apartment permit may be issued per detached single family home.

Approval of the permit is subject to the following conditions:

Conditions of approval are listed.

The City does require the owner to place restrictive covenants recorded with the property controlling the accessory apartment. Said covenants must be approved by the City Attorney. This permit shall be terminated if the above referenced standards are not adhered to. Upon the sale of the property, the buyer must renew the permit.

Permit approved this _____ day of _____, 2002.

By _____, City Planner

I agree to meet the conditions and standards under which this permit was granted.

_____, Property Owner.

T:/applications/planning/acssapt

203.031 Accessory Apartment Permit.

- (A) Application. Applications for an accessory apartment within RE or R-1 zoning districts shall be allowed subject to review by the City Manager. Applications shall be made on forms provided by the City and shall include the submittal information indicated on the form.
- (B) Notice. The City Manager shall provide written notification to property owners within 150 feet of the property that a permit has been approved upon issuance of the permit.
- (C) Review Process. Applications for accessory apartments shall be reviewed administratively by the City Manager in accordance with Section 203.020 (D).
- (D) Criteria for Review. The City Manager shall review the completed application in consultation with the Building Inspector and Fire Chief, and shall determine whether the application complies with the regulations of the Development Ordinance and meets the standards in Section 207.010.
- (E) Length of Permit. Upon the sale of a home having an accessory apartment permit, the buyer must renew the permit.
- (F) Record of Permit. The City shall require the owner to place restrictive covenants on the property controlling the use of the accessory apartment. The City Attorney must approve said covenants. Said covenants shall be filed with the Ramsey County Recorder or Registrar of Titles.

203.032 Conditional Use Permit (Non-Floodplain).

- (A) General. Certain uses, while generally not suitable in a particular zoning district, may under some circumstances be suitable if conditions are attached. In those circumstances, conditions may be imposed to protect the health, safety and welfare of the community and to insure harmony with the Comprehensive Guide Plan. The permit shall be granted for a particular use and not a particular person or firm.
- (B) Applications. The property owner, individual or other entity that has legal interest in the property may submit applications for a Conditional Use Permit. This application shall be filed with the City Manager on the application form provided by the City and include the required information.
- (C) Review Process. Conditional use permit applications shall require a public hearing and shall be processed in accordance with Section 203.020(A).
- (D) Criteria for Review. The Conditional Use Permit may be granted provided the proposed use is listed as a conditional use for the district in which it is located

207 Use Standards

207.010 Accessory Apartments. Accessory apartments must comply with the following standards:

- (A) The accessory apartment shall be clearly a subordinate part of the single-family dwelling. In no case shall it be more than thirty (30) percent of the building's total floor area nor greater than eight hundred (800) square feet nor have more than two (2) bedrooms.
- (B) The principal unit shall have at least 850 square feet of living space remaining after creation of the accessory apartment exclusive of garage area. Accessory apartments shall have at least 500 square feet of living space. Living space square footage for the accessory apartment shall be exclusive of utility rooms, common hallways, entryways or garages. Living space for the accessory apartment shall include a kitchen or cooking facilities, a bathroom and a living room.
- (C) No front entrances shall be added to the house as a result of the accessory apartment permit.
- (D) The house must be owner-occupied.
- (E) A minimum of three off-street parking spaces must be provided, two of which must be enclosed.
- (F) The accessory apartment and principal unit must meet the applicable standards and requirements of the Shoreview's Development Code, Building Code, Ramsey County Health Codes and Fire Codes.
- (G) The building and property shall remain in single ownership and title and shall only have one mailing address.
- (H) Only one accessory apartment permit may be issued per detached single family home.

207.020 Home Occupations. Home occupations must comply with the following standards:

- (A) No signs shall be permitted on or off the premises.
- (B) No outdoor storage or display of materials shall be permitted.
- (C) No home occupation shall have an adverse affect on adjacent properties due to excessive traffic or offensive noise, light, odor, dust or other noxious substances. If the home occupation will require a delivery service, such as