

Town of Effingham
Accessory Dwelling Unit (ADU) CHECKLIST

This Checklist must be accompanied by a Building Permit Application

(date received)

Property Owner(s): _____ Telephone: _____

Mailing Address: _____ Zip: _____

Email Address: _____

The undersigned hereby requests the construction of an Accessory Dwelling Unit (ADU) under Article 23 of the Effingham Zoning Ordinance (EZO), and agrees to the conditions stipulated in Article 23 of the EZO.

Signature of Applicant(s)

Date

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Property Information: Street Address of ADU: _____ Zip: _____

Tax Map # _____ Lot # _____ Lot Size _____ District _____

_____ Have you applied for a Building Permit to either build or renovate for the proposed ADU? Yes ___ No ___

_____ Is the proposed ADU interior ___ attached ___ or detached? _____

_____ Does the proposed ADU meet septic requirements per RSA 485-A:38? Yes ___ No ___

_____ How many bedrooms are planned? _____

_____ Will the property owner reside within either the single family dwelling or the proposed ADU? Yes ___ No ___

_____ What is the gross floor area of proposed ADU? (square feet) _____

_____ Is there enough room for the required minimum number of parking spaces? Yes ___ No ___

_____ If the proposed ADU is detached, does your lot have the extra 1.25 acres required? Yes ___ No ___

_____ Is the proposed ADU within a Historic District? Yes ___ No ___

_____ Is the proposed ADU to be used as a rental unit? Yes ___ No ___

_____ If yes, have you applied to the Planning Board for Site Plan Review? (Note: Rental units require a yearly safety inspection.)

_____ Please provide a drawing of the floor plan showing entry, stairs and emergency exit. If the ADU is attached or detached, show the position on the lot relative to the primary dwelling, or if the ADU is interior, show the entire floor plan including the primary dwelling. This does not have to be done by a professional.

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Mail completed form to: ZEO, Town of Effingham, 68 School Street, Effingham, NH 03882 or deliver it to the Town Office

Office use only

Building Permit Application Attached [] Reviewed file [] Date ADU Application Approved _____

Date ADU Checklist forwarded to Planning Board _____

Date Application Denied _____ Reason for denial _____

Article _____ **Section** _____ Special exception required _____ Variance required _____

Additional Permits or Approvals Required _____

Signature of authorized official _____ (stamp) _____

ARTICLE 23 ACCESSORY DWELLING UNITS [Adopted 2017]

2301 Purpose

This Accessory Dwelling Unit ordinance is enacted in accordance with RSA 674:71-73 for the purpose of expanding the mix of affordable housing opportunities throughout the town of Effingham by permitting the creation of secondary dwelling residences as an accessory use to existing single-family dwellings while maintaining the visual and functional character of the single-family residential neighborhoods.

2302 Authority

This Accessory Dwelling Unit article is adopted under the authority of RSA 674:71-73.

2303 Definitions

Accessory Dwelling Unit, Attached/Interior: A residential living unit that is within or attached to a single-family dwelling, and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking and sanitation on the same parcel of land as the principal dwelling unit it accompanies. RSA 674:71

Detached Accessory Dwelling Unit, Detached: An Accessory Dwelling Unit that is detached from a single-family dwelling, and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking and sanitation on the same parcel of land as the principal dwelling unit it accompanies. S

2304 Requirements [Amended 2018]

- A. Each Accessory Dwelling Unit requires a Building Permit (RSA 674:72, II) which must be accompanied by a completed Accessory Dwelling Unit Checklist.
- B. An Accessory Dwelling Unit shall comply with all zoning requirements and all development standards for a single-family dwelling and shall not increase any nonconforming aspect of any existing structure. RSA 674:72, I
- C. Number of Units: One Attached/interior Accessory Dwelling Unit or one Detached Accessory Dwelling Unit allowed in all districts as long as septic, setbacks, water and all other zoning requirements are met. RSA 674:72, V and RSA 485-A:38
- D. Occupancy: Either the Accessory Dwelling Unit or the principal dwelling unit must be owner occupied. RSA 674:72, VI.
- E. Location: When possible, the Detached Accessory Dwelling Unit should be to the rear or side of the principal dwelling unit.
- F. Accessory Dwelling Unit Size: The Gross Floor Area of the Accessory Dwelling Unit may range to a maximum of 1200 square feet (RSA 674:72, VII), not including open decks for the purposes of this article. The actual Accessory Dwelling Unit may be contained within or attached to a larger structure.
- G. Parking: Two (2) spaces for each Accessory Dwelling Unit in accordance with standards outlined in Article 10, Sections 1011 and 1013 of the Effingham Zoning Ordinance. Where feasible, parking shall be located to the rear or sides of the structures (RSA 674:72, IV) and not between the front lot line and the front of the building(s) closest to the street.
- H. Lot Size: An Attached/interior Accessory Dwelling Unit has no additional acreage requirement. Detached Accessory Dwelling Units will require an additional 1.25 acres for a minimum lot size total of 3.25 acres.
- I. Design:
 - 1. Manufactured housing, RVs, campers or mobile homes are not allowed for use as an Accessory Dwelling Unit.
 - 2. An interior door shall be provided between the principal dwelling unit and the interior/attached Accessory Dwelling Unit. RSA 674:72, III
 - 3. An exterior door may be required based on State life safety regulations or insurance requirements.
 - 4. A maximum of two bedrooms is allowed in an Accessory Dwelling Unit RSA 674:72, IX.
- J. Driveways: Only one driveway or curb cut is allowed per lot of record as governed by the Town of Effingham Driveway Regulations.
- K. Subdivision: No subdivision shall be allowed that separates the principal dwelling unit from a Detached Accessory Dwelling Unit unless all subdivision requirements can be met.
- L. Sale of ownership of the Accessory Dwelling Unit separate from the principal dwelling unit is prohibited.
- M. Condominium conveyance of the Accessory Dwelling Unit is prohibited. Neither the principal dwelling nor the Accessory Dwelling Unit may be transferred to condominium ownership. (RSA 674:72, RSA 356-B:5) [Adopted 2018]
- N. Historic Districts: Accessory Dwelling Units being built in the Historic Districts must conform with Historic District regulations.
- O. All other requirements of the Effingham Zoning Ordinance shall be met.

2305 Accessory Dwelling Units as Rentals

Rental Accessory Dwelling Units are subject to the same requirements as non-rental Accessory Dwelling Units as stated in this Article and must meet all state safety and inspection requirement