



# ALBANY CALIFORNIA

## ADU AMNESTY PERMIT APPLICATION

Submit ADU Amnesty Application and supporting documents via email to **com-dev@albanyca.org**

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

### Property Owner

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### ADU Information

#### 1. Type of Unit:

- ☐ Converted ADU/JADU – ADU/JADU created from pre-existing space within a home
  - ☐ check if space included all or part of an attached garage
- ☐ Detached Converted ADU – ADU created within pre-existing detached garage or other accessory structure
- ☐ Detached New Construction ADU – ADU constructed in newly constructed accessory building
- ☐ Attached ADU – ADU created through a newly constructed addition to the home

For units that qualify as JADUs, does the owner occupy either the main dwelling or the JADU?  
☐ YES      ☐ NO

**2. ADU/JADU square footage:** \_\_\_\_\_

**3. Year of construction/creation:** \_\_\_\_\_

NOTE: The ADU or JADU must have been constructed prior to January 1, 2020, to be eligible for this program.

### Supporting Documents:

- ☐ Proof of construction documentation. May include contracts or receipts from construction, County Assessor initial date recognizing the unit, escrow documents identifying the unit and year of construction, notarized letter from previous owners or tenants.
- ☐ Architectural Plan set. Include site plan, floor plans, elevation drawings. Please note, an ADU located within four feet of a property line may require a site survey.
- ☐ Grant Deed

Please note: A separate address and mailbox will be required.