

# Pre-Approved ADU Plan Set Project

Presented by Heather Cleveland



# Context

What is the problem we're trying to solve?



Kitsap County is experiencing a housing crisis



Housing is a priority in Comprehensive Plans.



Accessory Dwelling Units (ADUs) are one tool to help address the housing crisis



Pre-approved ADUs make ADUs accessible to more people

# Pre-Approve Plans

- Five jurisdictions have teamed up to create pre-approved ADU plans via KRCC
- Inspired by the Cities of Lacey, Tumwater, and Olympia
- KRCC hired an architect to develop plan sets and each participating jurisdiction will conduct reviews to pre-approve the plan sets



**Kitsap Regional Coordinating Council**

# Architect: Artisans Group



STATEMENT OF QUALIFICATIONS  
**ARTISANS GROUP**  
ARCHITECTURE + PLANNING  
AUGUST 2024

### 03 PORTFOLIO



### **SOUTH SOUND ADU PROGRAM** Lacey, Olympia and Tumwater, WA | 800sf

Initially begun as a pilot project with the City of Lacey, the South Sound ADUs were further developed in partnership with the cities of Olympia and Tumwater in an effort to help bring down the cost of small home development in one of the United States' fastest growing regions. The pre-approved engineered plans are available for free to all eligible residents looking to provide a home for family, a guest house for visitors, or additional short or long-term rental income stream. Our team worked with the City to provide numerous options in each of the four plan sets that allowed end users to customize the ADU's with regard to roof type and pitch, window configurations, siding and material choices that resulted in hundreds of possible combinations. This allowed for the units to meet the City's' goals of matching the existing homes and neighborhood character and also for individual expression so they don't appear cookie cutter!

## Qualifications-Based Selection Process

- Artisans Group was selected as the most qualified firm. Artisans created pre-approved ADU plans for numerous Puget Sound jurisdictions and had four ready to use plans available.
- KRCC can license Artisans' four existing ADU plan sets more affordably than creating them from scratch

# 2025

## MARCH

Four plans submitted to Kitsap County for building review

Jan

Feb

Mar

Apr

May

Jun

July

Aug

Sept

Oct

Nov

Dec

### Fall 2024

- Hired Architect

### Jan-March 2025

- Pre-review four plans sets, design to strictest standard

### Spring 2025

- Four plan sets release
- Two more plan sets design in progress
- Promotion and process development underway

### Summer/Fall 2025

- Review two new plan sets
- Release two more plans sets

## How will it work?

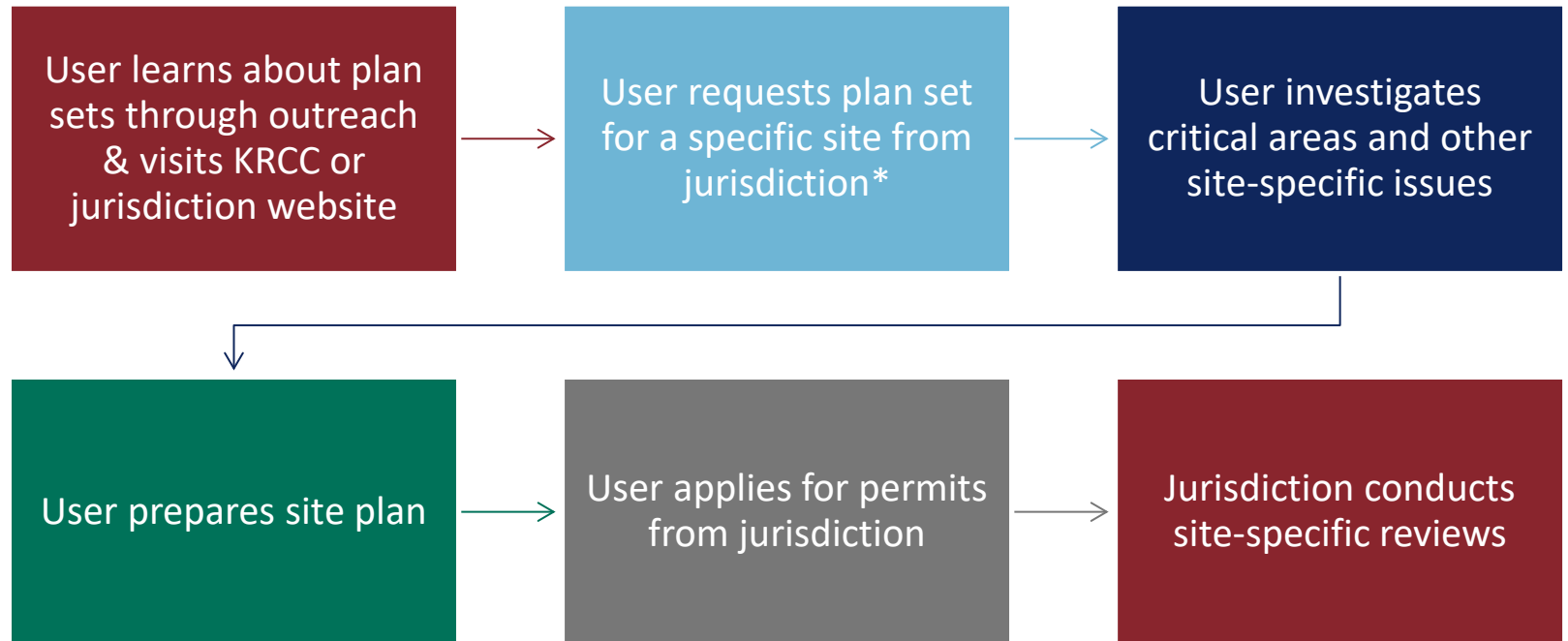
Building  
plan reviews  
are  
expedited

- Architectural review
- Structural review
- Energy code review

Site plan  
reviews are  
not  
expedited

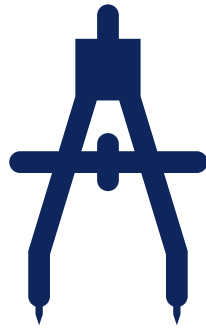
- Zoning requirements
- Critical areas
- Utility infrastructure
- Other site-specific review

# How will it work?



\* Plan sets can only be used in Kitsap jurisdictions

# Can users make modifications?



Built in flexibility in plan sets (roof types, etc.)

User can hire any architect to make modifications using the plan sets as a base

Non-structure modification will still be eligible for expedited review process



# Four Licensed Plan Sets | Currently in review.



480 sq. ft. Studio



600 sq. ft. One Bedroom



800 sq. ft. Two Bedroom



800 sq. ft. Two Bed Two Story

\* Roof types, siding, colors, etc. can be modified by users

# Two New Plan Sets

Initial concepts (subject to change)

Medium/Large  
Carriage House ADU  
with Modular Garage  
Space

- 24'x24' sf of living space (576 sf) over a two-car garage with an option to add a third bay to the garage at the ground level

Large Wide/Narrow  
ADU

- 1,000 sf ADU that can be adapted to be wide or narrow based on site constraints

# Next Steps

Process – How will customers and contractors access the pre-approved plans?

- “Using a Basic ADU Plan”

Promotion – How will customers and contractors hear about the pre-approved plans?

- Website(s)
- Farmer’s markets, social media, email lists, realtors, press release, Kitsap Building Association, Kitsap Economic Development Alliance

## Pre-approved ADUs

- 2024 Comprehensive Plan Periodic Update
- Critical Areas Code Update
- City Comprehensive Plan
- DCD Public Notices
- Director Interpretations
- Downtown Subarea Plan
- Givens Park
- Hearing Examiner
- Housing Action Plan
- McCormick Village
- Parks Plan
- Permit Center
- Planning Commission
- Planning Maps

The City of Port Orchard is excited to announce that it is participating in a program to create pre-approved accessory dwelling unit (ADU) plans that will be available for use free of charge in Kitsap County. The program is being led by the Kitsap Regional Coordinating Council (KRCC) with participation from Kitsap County, Bremerton, Bainbridge Island, and Poulsbo. This program aims to encourage the construction of more ADUs within the City of Port Orchard to increase the supply of affordable housing. For more information, please click the links below and/or visit the KRCC pre-approved ADU website. Complete plans sets are expected to be available for use in the early Spring of 2025.

- [KRCC Pre-approved ADU Website](#)



480 Square Foot ADU



600 Square Foot ADU



800 Square Foot 1-Story ADU



800 Square Foot



HOME GOVERNMENT ▾ LIVE ▾ WORK ▾ PLAY ▾ CONTACT ENGLISH ▾

pproved ADU designs? No, residents can have their own plans developed. However, the City’s standard review process would apply.

## WHERE TO START

ongly encourages anyone who wants to build an ADU to contact staff to talk about the zoning requirements early in the process. This will help identify zoning issues and pick options that will be viable for your property. For example, every property is located in a zoning district. Each zoning district has specific rules for where buildings can be located on the property, how much of the lot can be covered with buildings and impervious surfaces, and the maximum building height allowed.

ct us to discuss general site feasibility and to view our plans. Visit us at Poulsbo City Hall or email [plan&econ@cityofpoulsbo.com](mailto:plan&econ@cityofpoulsbo.com) and provide your name, address, phone number and a brief description of what you would like to do.

we will all restrictive covenants with your Home Owner’s Association (HOA), if you have one.

Thank you!

Questions & Comments