



Community Development Department
BUILDING & SAFETY DIVISION

100 Civic Plaza, Dublin, CA 94568 • Ph: (925) 833-6620 • www.dublin.ca.gov

Accessory Dwelling Unit (ADU) Permit / Plan Check Fee Waiver Form

Owner's Name: _____ Project Address: _____
Phone: _____ Dublin, CA 94568
ADU Size: _____ square feet

To incentivize the construction of accessory dwellings units (ADUs), the following structures, attached or detached to the main residence, are not subject to certain City Permitting and Plan Checking fees:

- ADU(s) with a floor area less than 750 square feet; or
- ADU(s) with a floor area equal to or greater than 750 square feet that is deed-restricted as a lower-income unit for a period of 55 years.

This is effective for any building permit application submitted between January 1, 2022, and December 31, 2026. See the [Master Fee Schedule](#) and City Council (CC) Resolution No. 133-21 for additional information.

- Please note, the City of Dublin's Fee Waiver program does not include Zone 7, School District, State or other fees not specifically listed in CC Resolution No. 133-21.

In order for staff to determine if the project is eligible for the fee waiver as allowed under CC Reso 133-21, please provide the following information:

- ☐ ADU is less than 750 square feet.
- ☐ ADU is 750 square feet or larger and Property Owner intends to process an agreement with the City to deed restrict the ADU as a lower-income unit for a period of 55 years. Please note that the agreement shall be in place prior to building permit issuance.
- ☐ ADU is 750 square feet or larger and Property Owner does not intend to process an agreement with the City to deed restrict the ADU as a lower-income unit for a period of 55 years. Please note that the agreement shall be in place prior to permitting of the project.

Please contact the City of Dublin Building & Safety Division at 925-833-6620 for additional information.

Please note any changes to the main structure proposed on the permit application that are not associated with the ADU, are not part of the fee waiver process and shall be a separate permit (for attached ADU's one set of plans is acceptable). All fees beyond the ADU must be paid in full prior to permit issuance.

Owner: _____
Signature

** Floor Area. The term floor area shall mean the floor area, including the total floor area of each floor of the ADU, including internal circulation (halls, stairways, enclosed porches and balconies, etc.) storage and equipment space, as measured from the inside faces of the exterior walls.*

STAFF USE ONLY

Permit Number BLDG-20__ - _____

Address of ADU _____

Address of Main Dwelling _____

Permit Application Submittal Review (prior to plan review acceptance)

Eligible for Fee Waiver : ☐ Yes ☐ No _____
Staff Initials

Permit Approval Submittal Review (prior to permitting)

Permit Number BLDG-20__ - _____

ADU Size: _____ square feet

Housing Agreement (received confirmation) Yes / No (circle one)

The above project has been determined to MEET / NOT MEET the fee waiver exemptions permitted under City Council Resolution No. 133-21.

Approved by:

Chief Building Official or Designee

Approved (Yes/No)

Date