



ADDITIONAL DWELLING UNIT

Public Meetings 2019



Inspectional
Services
Department



Department of
Neighborhood
Development



boston planning &
development agency

AGENDA

Meeting Objectives

Share findings from the ADU Pilot and gather public input on the proposed zoning language for the Additional Dwelling Unit Program.

Agenda

1. Welcome
2. Background
3. Results
4. Recommendations
5. Q & A



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BACKGROUND



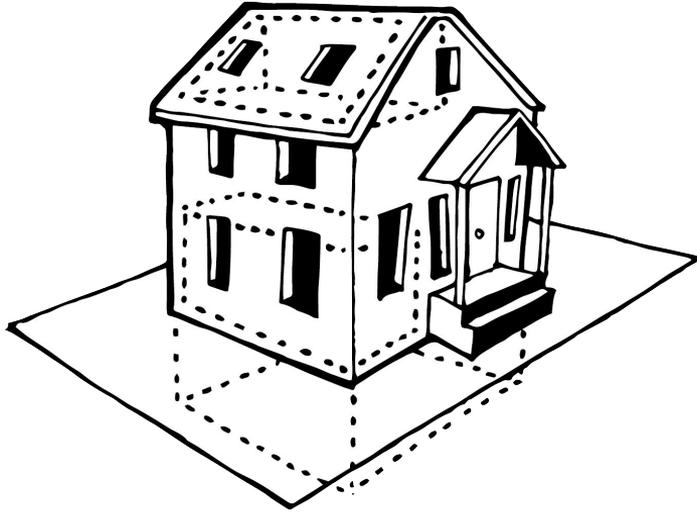
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ADDITIONAL DWELLING UNIT PILOT

In November 2017, the City of Boston began an 18 month ADU pilot program in three Boston neighborhoods (East Boston, Jamaica Plain and Mattapan).

Additional Dwelling Units (ADU)

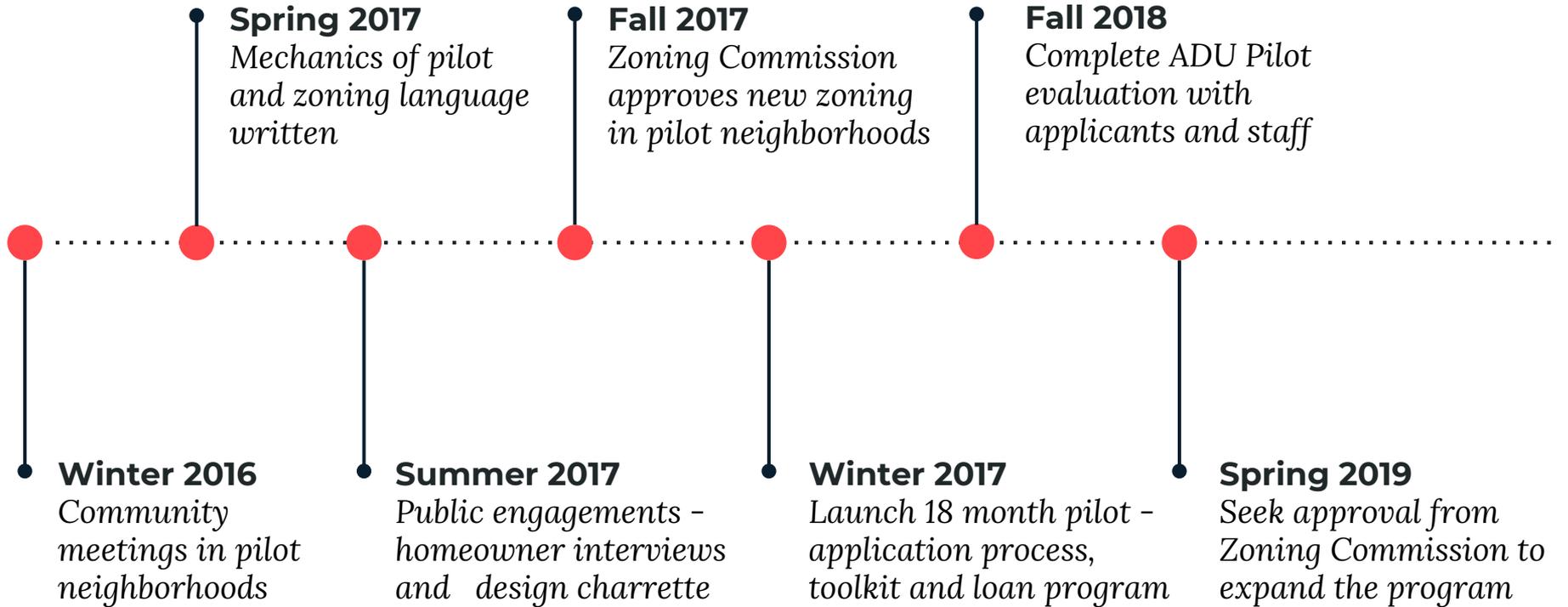
An ADU is a new typology to Boston that would allow owner occupants to carve out space within the envelope of their home for a smaller, independent rental unit.

OBJECTIVES

In accordance with the Mayor's 2030 Housing Plan, additional dwelling units intend to address the following:

1. Increase **affordable housing options** in the neighborhoods
2. Support **multigenerational family arrangements** and provide opportunities for aging in place
3. Create safer living arrangements by incentivizing homeowners to **legalize illegal rental units**
4. Support **homeowners to remain in their homes** by generating steady rental income
5. Use existing infrastructure to **achieve City's housing goals**

PROCESS



ADU PROGRAM FEATURES

ELIGIBILITY

To qualify for the ADU program you must:

- Own a one, two, or three family building **in one of pilot neighborhoods**
- Live in one of the units
- Propose a new unit within the envelope of the existing home
- Unit proposed must be above flood plane

ZONING ALLOWANCES

ADUs are exempt from zoning, which means:

- ADUs are allowed as of right if they meet the eligibility requirements
- Are exempt from floor area ratio limits
- Are exempt from occupancy limits
- Do not need to add additional parking

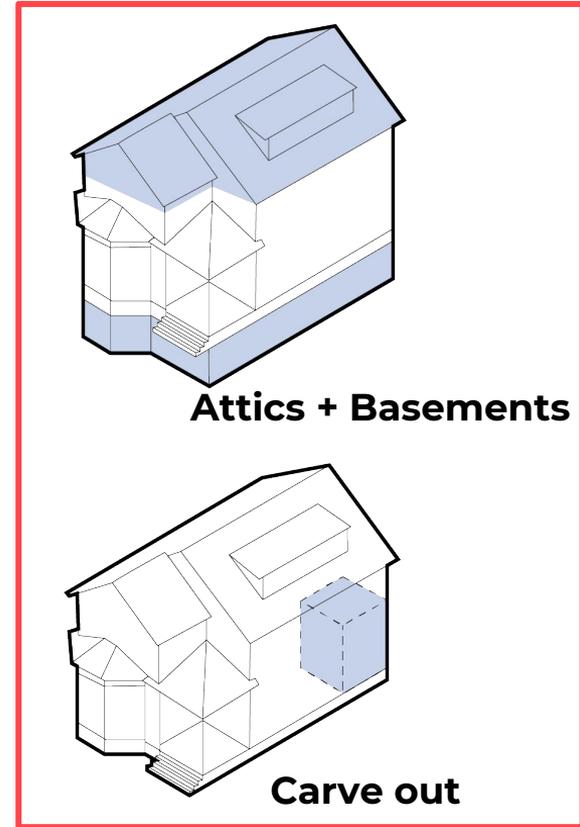
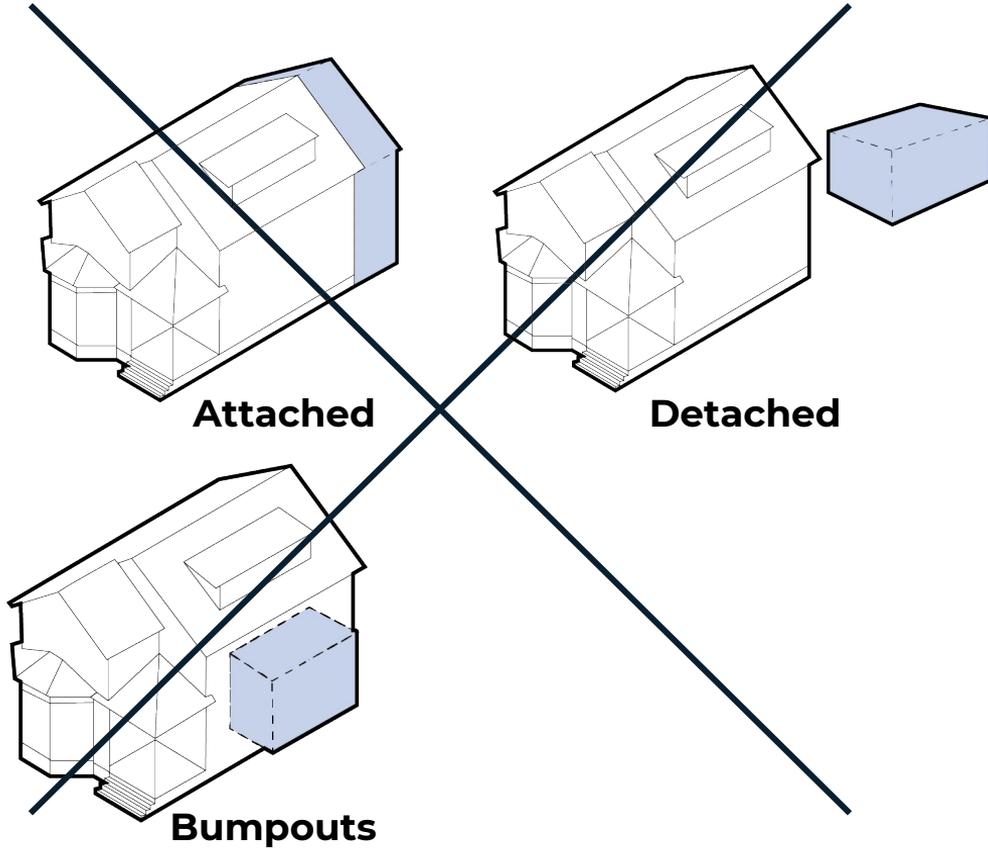
CODE REQUIREMENTS

ADUs must adhere to building code such as:

- Ceiling height 7'6" (7' for single family)
- 2 means of egress
- Emergency egress windows in sleeping area
- Utility shutoffs in common area accessible to all units
- Sprinkler + heat detection in 2+ADU and 3+ADU

TYPES OF ADUs

Across the country ADUs are taking many forms. Boston's pilot limited ADUs to **within the envelope** of the existing structure.



ADU PILOT PROCESS

- Designed to make it easy for homeowners

You may need to attend more than one Preliminary Review to ensure your designs meet City requirements.

The Final Review happens at ISD with an ISD Plans Examiner and takes approximately 2 hours.

The City offers ADU Construction Loans to eligible applicants. Find out more at boston.gov/adu-loan.

STEP 1: Apply to the ADU Program

Review Scheduled

At least one day before the Preliminary Review, email the three documents listed below to housingilab@boston.gov. You also need to bring one printed copy of each to the Preliminary Review.

1. Existing plans
2. Photos of existing conditions and building exterior
3. Proposed plan including interior layout, windows, egress, utility area with shared access, and ceiling height

STEP 2: Attend a Preliminary Review

Passed Review

Make sure you adjust your plans to meet any final conditions stipulated during the Preliminary Review before attending the Final Review.

STEP 3: Attend a Final Review at ISD to receive ADU permit

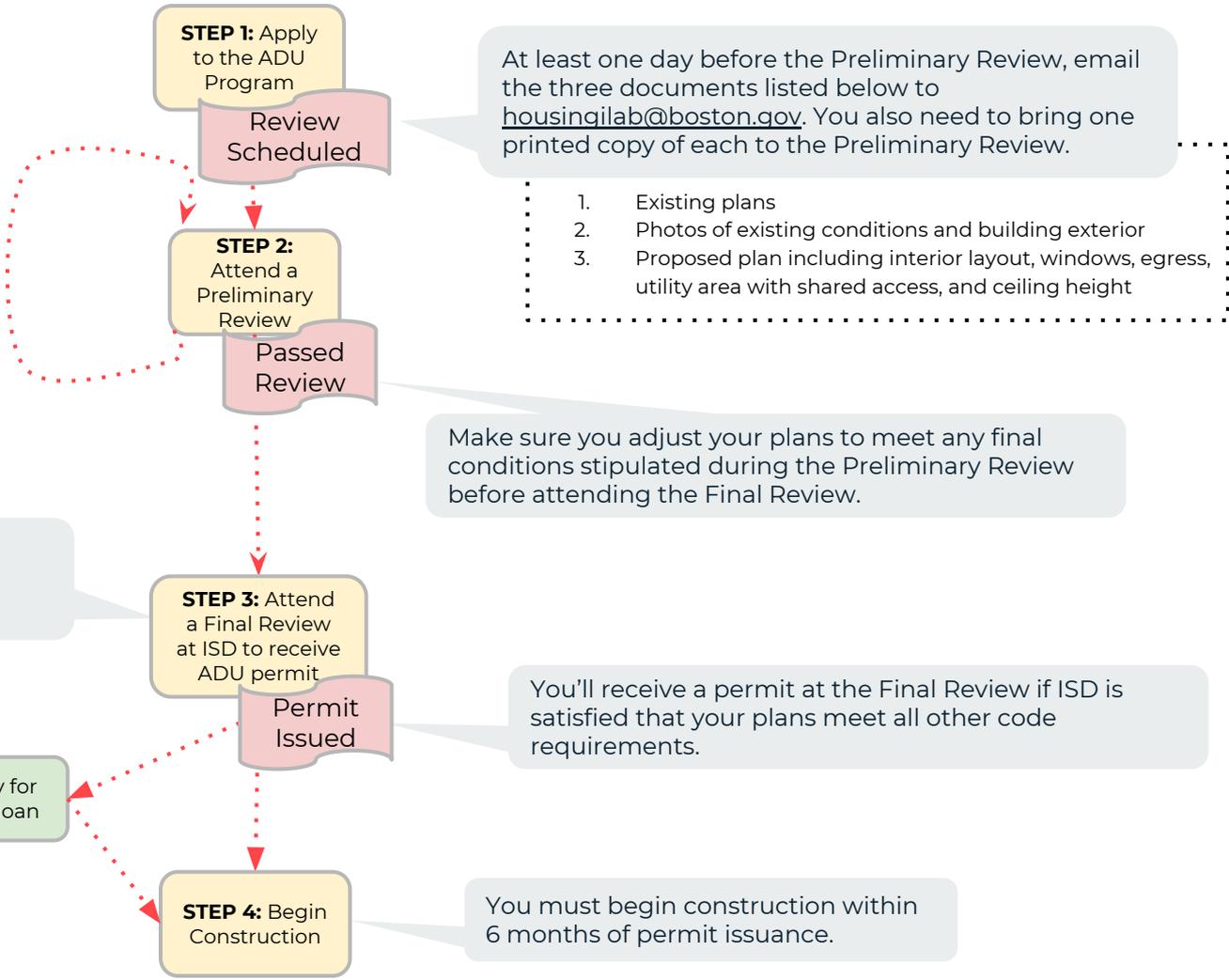
Permit Issued

You'll receive a permit at the Final Review if ISD is satisfied that your plans meet all other code requirements.

Apply for ADU loan

STEP 4: Begin Construction

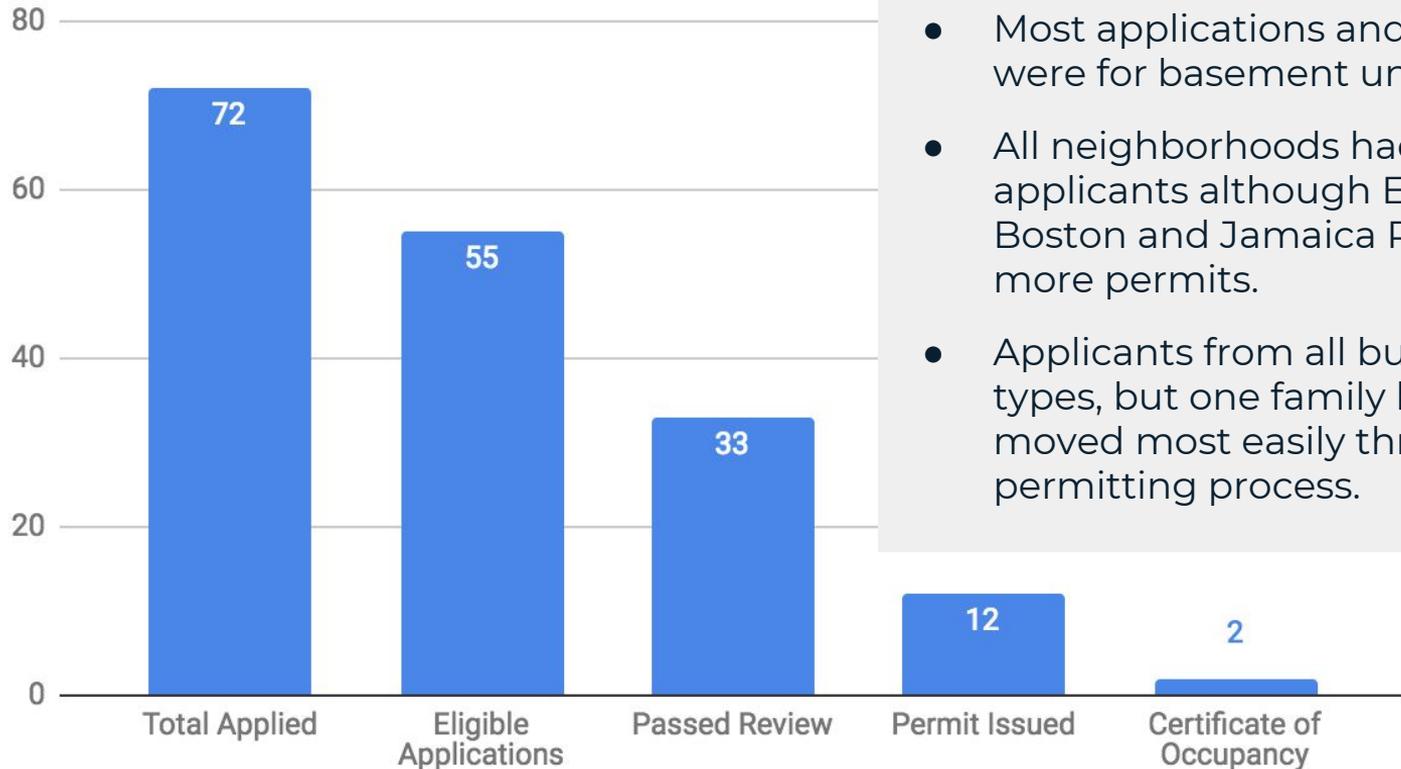
You must begin construction within 6 months of permit issuance.



RESULTS OF PILOT



INTEREST IN ADU PILOT: The ADU Pilot has had lots of interest from homeowners and resulted in 12 permits issued to date.



- Most applications and permits were for basement units.
- All neighborhoods had applicants although East Boston and Jamaica Plain had more permits.
- Applicants from all building types, but one family buildings moved most easily through the permitting process.

Applicant Data as of Feb 21, 2019

Add Additional Neighborhoods

Feedback on the ADU pilot was received via email, website contact and phone. We received 91 unique responses, with many providing recommendations.

- 47 requests to expand to additional neighborhoods
- 29 requests to expand beyond the footprint of the house
- 15 requests for other changes
- Concerns raised - safety, parking, and neighborhood process

Satisfied with program

The evaluation showed the online information was useful and the process was easy for homeowners

- 95% said the website helpful
- 97% said the application process was easy

“Helps with retirement, I don't have to sell my house!”

“Great idea, see if you can expand it. Personally could use the extra help. Worthwhile project.”

“Hopefully this can expand to more/all neighborhoods in Boston. It's very helpful in allowing residents who have been in a neighborhood for a long time to stay.”

Common challenges

Some common obstacles listed by applicants included:

- Issues with understanding and adhering to Building Code requirements related to their proposed ADU unit
- Increases in the final cost compared to their original budget estimates and difficulty funding the ADU
 - *Average cost in original estimate \$50,000 and in evaluation responses it was \$75,000, a 50% increase*
- The process was too complicated or not clear enough

RECOMMENDATIONS



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CHANGES BASED ON EVALUATION

Three recommendations for improving ADU program

IMPROVE TOOLKIT

Add more information to the toolkit about:

- *budgeting and financing the ADU*
- *code requirements details and checklist (see next slide)*

STREAMLINE PROCESS

See details on next slides

- *Optional design assistance for residents needing additional support*
- *Permit issued through standard permitting process*

INCREASE FUNDING

- *Mayor's FY20 budget includes \$650,000 to create ADU loans program*
- *No-interest loans up to \$30K for income-eligible homeowners*
- *Create approximately 21 ADUs*

ADU Building Code Checklist

General Information Review Date _____ Applicant Name _____ Address _____ Neighborhood _____ Building Type _____		Eligibility Applicant identification matches owner _____ (ADU team) Applicant lives at the property listed and is an owner of the property _____ (applicant) Property is <input type="checkbox"/> not in flood plain <input type="checkbox"/> in flood plain		Summary of Conditions for <input type="checkbox"/> next Preliminary Review <input type="checkbox"/> Final Review with ISD	
--	--	--	--	---	--

Access & Egress	Required	Proposal Sufficient	Fire safety	Required	Proposal Sufficient	Ceiling Height and Utilities	Required	Proposal Sufficient
Egress #1 is to be remote from Egress #2								
Primary Egress #1 primary entrance to the ADU	<input type="checkbox"/>	<input type="checkbox"/>	Sprinklers & tanks NFPA 13D - Tank system (2+ADU) NFPA 13 - water line to street required (3+ADU)	<input type="checkbox"/>	<input type="checkbox"/>	Living area ceiling height 7'-0" or 7'-6" minimum (varies by dwelling type)	<input type="checkbox"/>	<input type="checkbox"/>
Secondary Egress #2	<input type="checkbox"/>	<input type="checkbox"/>	Hard-wired alarm Smoke & CO2 detectors Heat detectors	<input type="checkbox"/>	<input type="checkbox"/>	Common access to utilities Locate Water, Gas and Electric Shut-offs in plan	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom emergency egress window 1 window must meet max. sill height and min. area and height/width requirements	<input type="checkbox"/>	<input type="checkbox"/>	Emergency response lighting/wayfinding Existence of ADU and access to ADU must be obvious to emergency response personnel	<input type="checkbox"/>	<input type="checkbox"/>	Heat source & Light source	<input type="checkbox"/>	<input type="checkbox"/>
Notes			Notes			Notes		

Light and Air	Required	Proposal Sufficient	Other	Required	Proposal Sufficient	Other	Required	Proposal Sufficient
Circulation	<input type="checkbox"/>	<input type="checkbox"/>	A)	<input type="checkbox"/>	<input type="checkbox"/>	C)	<input type="checkbox"/>	<input type="checkbox"/>
Venting	<input type="checkbox"/>	<input type="checkbox"/>	B)	<input type="checkbox"/>	<input type="checkbox"/>	D)	<input type="checkbox"/>	<input type="checkbox"/>
Notes			Notes			Notes		

PROPOSED STREAMLINED ADU PROCESS

- Cut steps in half
- Keep resources for those who need / want them

Find information about eligibility, building code requirements, budgeting recommendations and application process at boston.gov/adu-toolkit

Review details about ADU program on the website

Attend an optional ADU Review

STEP 1: Apply for ADU through ISD Long Form Permit

To start your application go to boston.gov/boston-permits-and-licenses

Drop in at one of a review sessions to get input on your ADU plan from city staff who can help answer specific building code and design questions related to your home.

Permit Issued

You'll receive a permit if ISD is satisfied that your plans meet all code requirements.

Apply for ADU loan

STEP 2: Begin Construction

The City offers ADU Construction Loans to eligible applicants. Find out more at boston.gov/adu-loan.

You must begin construction within 6 months of permit issuance.

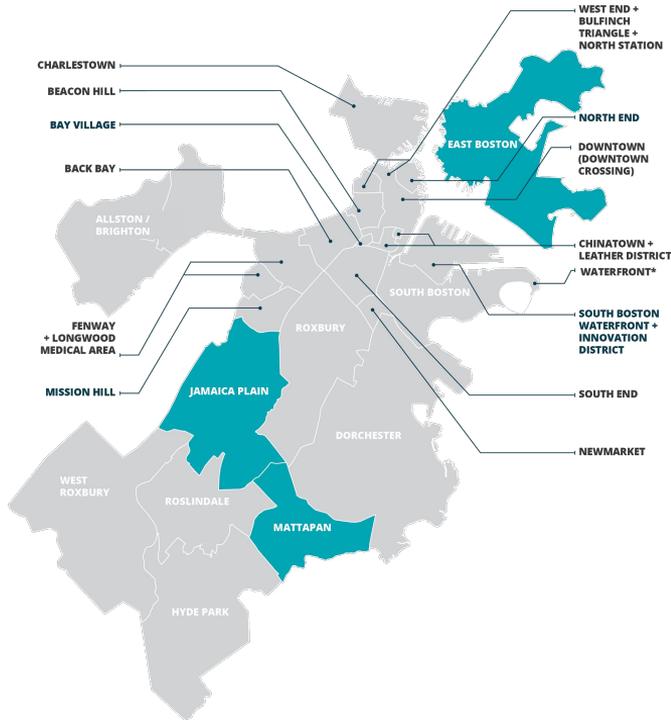
Seeking expansion of ADU program in two ways

1. Allow ADUs in all neighborhood zoning districts
2. Make ADUs a permanent program continuing beyond the 18 month pilot phase

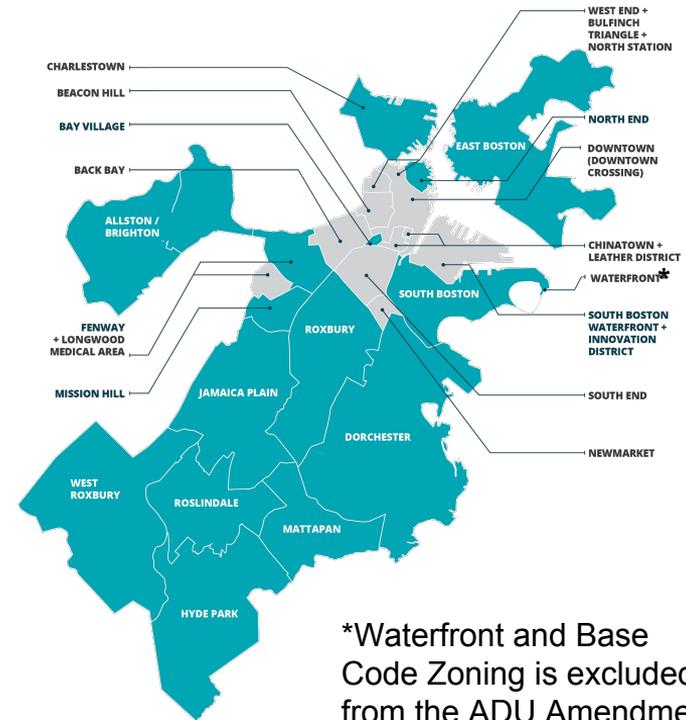
To accomplish this the zoning amendment language created for the pilot would be extended to all neighborhood zoning districts in Boston.

ADU Eligible Neighborhoods

2017 ADU Pilot Neighborhoods



2019 ADU Eligible Neighborhoods



*Waterfront and Base Code Zoning is excluded from the ADU Amendment



The Boston Redevelopment Authority petitions to amend the text of the Boston Zoning Code, as established under Chapter 665 of the Acts of 1956, as amended, as follows:

Additional Dwelling Unit. Within the [East Boston, Mattapan, Jamaica Plain] Neighborhood District, an Additional Dwelling Unit, as defined in Section 53-61, shall be subject to the Use Regulations set forth in Table A of this Article; however said Additional Dwelling Unit shall be an Allowed Use where it may otherwise be Conditional or Forbidden provided that it is the addition of no more than one (1) dwelling unit to the existing structure; and shall be exempt from all requirements of this Code provided that the Additional Dwelling Unit does not involve any bump out, extension or construction to the existing envelope of the structure which results in the addition of Gross Floor Area and that the residential structure to which the conversion is occurring is owner-occupied and registered in accordance with Ch. 9-1.3 of the City of Boston Rental Registry Ordinance at the time of conversion. An Additional Dwelling Unit may be established in the East Boston Neighborhood District ~~for a time period not to exceed eighteen (18) months from the effective date of this Section 53-8.~~

EXAMPLE ADU ZONING LANGUAGE



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In Section 53-61, Definitions, insert the following definition:

Additional Dwelling Unit. One self-contained, non-transient residential living unit providing complete independent living facilities incorporated entirely within the footprint of the existing residential structure (a) which itself does not contain more than three dwelling units; and (b) in which the Owner is a resident of the residential structure.

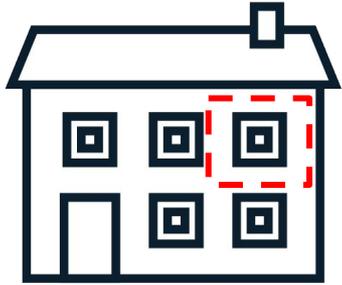


QUESTIONS + ANSWERS



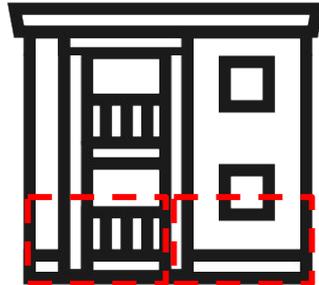
EXTRA SLIDES

EXAMPLES



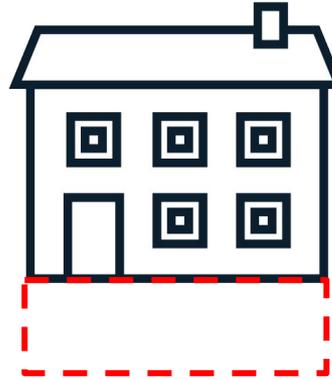
Preexisting unit -
convert old servants
quarters into rental

Elizabeth is hoping to
generate an income
stream to offset regular
housing costs, including
mortgage payments



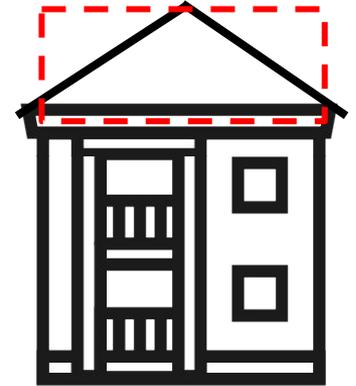
Carve out unit - divide
first floor into two
studio units

Justin wants to create a
unit for his parents to live
in so they can assist with
childcare, without
sacrificing rental income



Basement conversion -
convert basement into
an accessible unit

Nancy is an older adult
who hopes to age in
place while supported
by rental income



Attic conversion -
convert attic into
additional unit

Robert has extra space
in the attic of his triple
decker and wants to
provide an affordable
rental unit

RESOURCES

TOOLKIT

Online toolkit walks homeowners through the process of building an ADU

- *Process for applying for a permit*
- *Cost of building and funding opportunities*
- *Details about building code requirements*

LOAN PROGRAM

Provide gap funding for eligible homeowners wishing to create an ADU

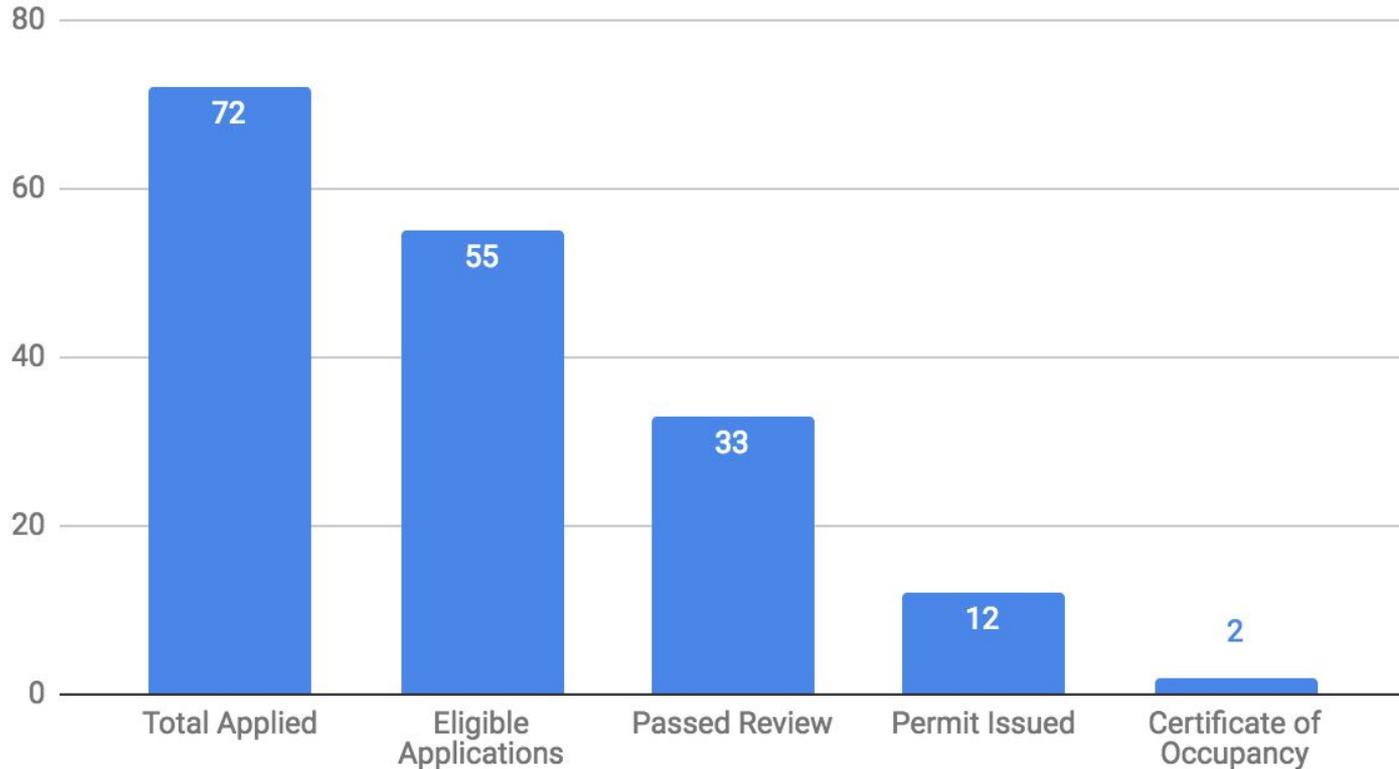
- *No interest home equity loan through Boston Home Center*
- *Up to \$30,000 for home renovations associated with creating an ADU*

PRELIMINARY REVIEW

Support for applicants to help with ADU design

- *Cross departmental team of architects and plans examiners review your ADU plans*
- *Answer code and design questions specific to your proposed unit*
- *Provide design recommendations*

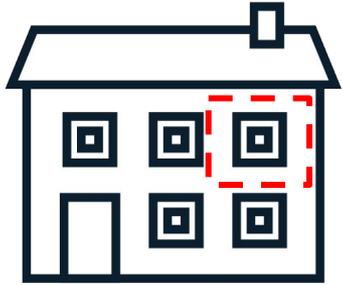
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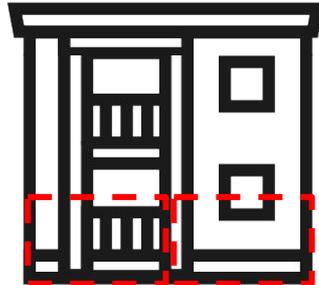
ADU TYPE: Most applications and permits were for basement units.



Preexisting unit -
convert old servants
quarters into rental

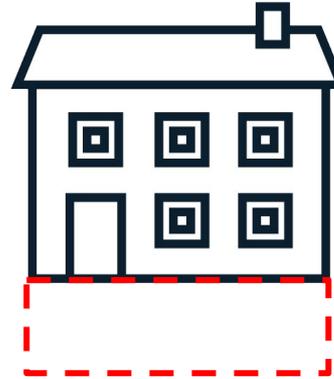
Do not have
sufficient data

1 permits



Carve out unit - divide
first floor into two
studio units

4% of eligible
applications



Basement conversion -
convert basement into
an accessible unit

89% of eligible
applications

10 permits

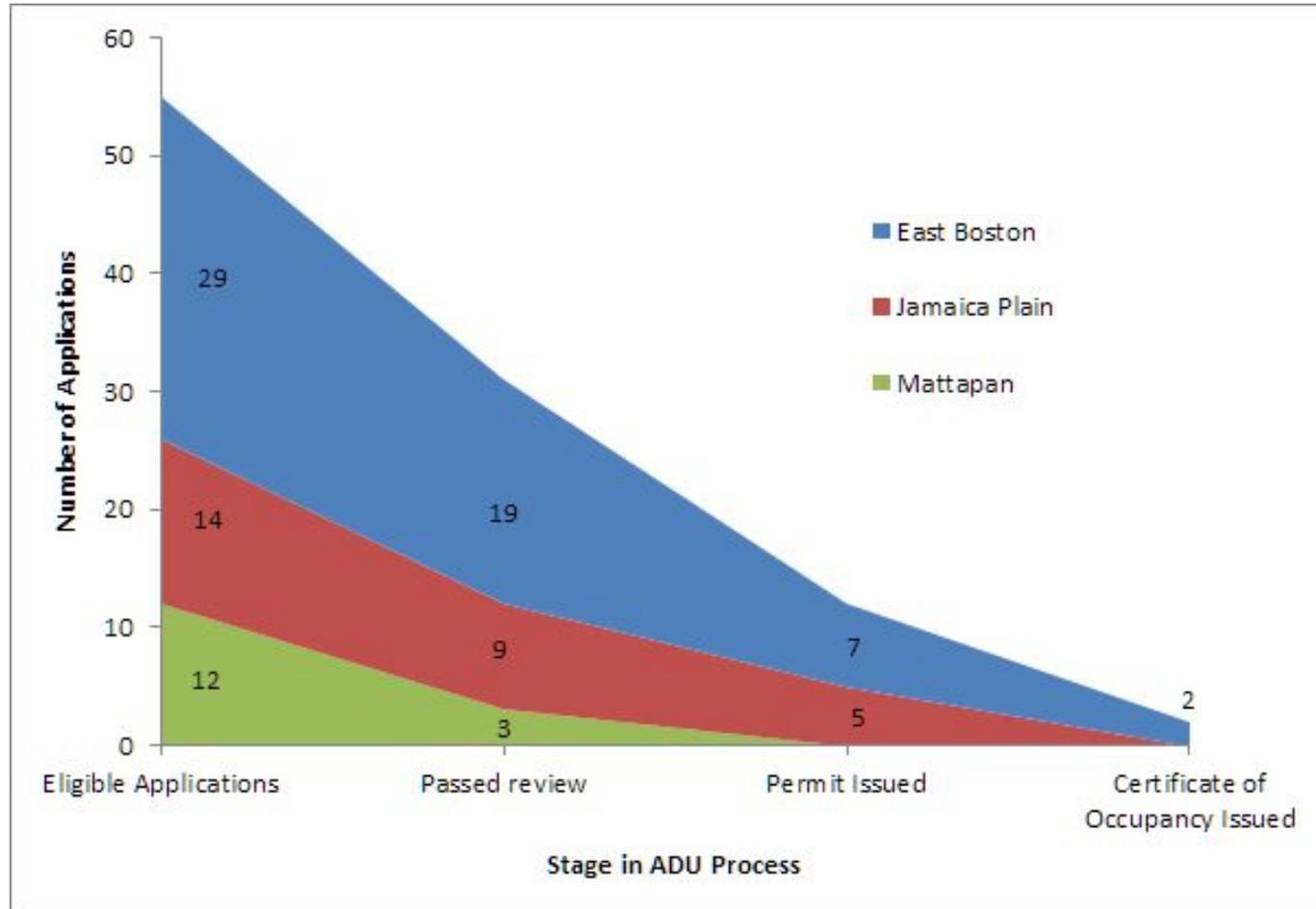


Attic conversion -
convert attic into
additional unit

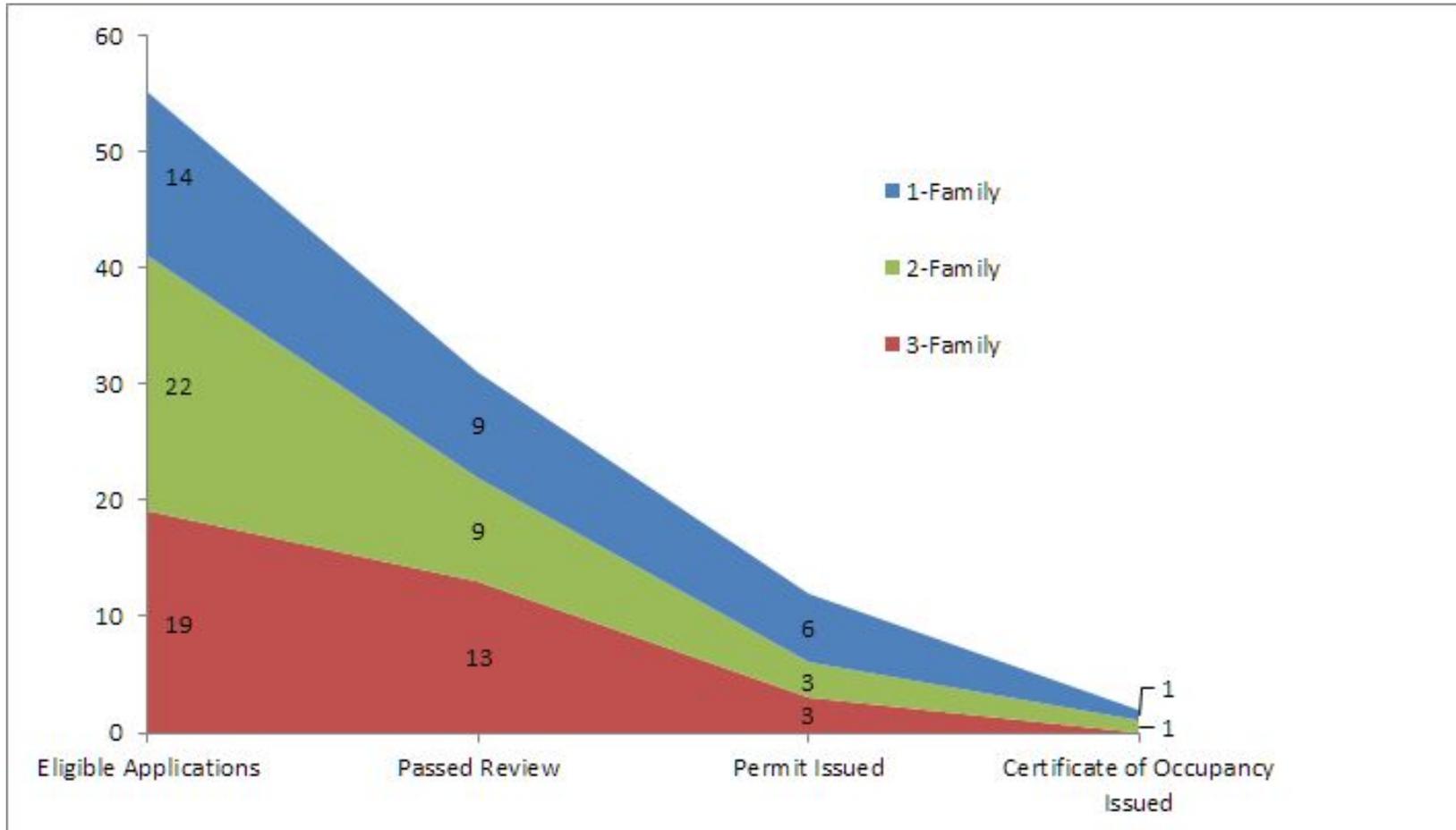
7% of eligible
applications

0 permits

NEIGHBORHOOD DISTRIBUTION: All neighborhoods had applicants although East Boston and Jamaica Plain had more permits. although East Boston and Jamaica Plain had more permits.



HOUSING TYPE: Although we had applicants from all building types, one family buildings moved most easily through the permitting process.



Diverse group of pilot participants

- Almost 40% of households earned under \$75,000 per year, and 17% earned over \$200,000 per year.
- Applicants ranged in age from 29 to 71, with a mean of 45 years.
- Applicants were racially and ethnically diverse: 7 applicants self-identified as Black or African American, 2 as Haitian, 4 as Hispanic, 2 as Latin-American or Latino, 2 as Spanish, and 8 as Caucasian.