

# Building an ADU

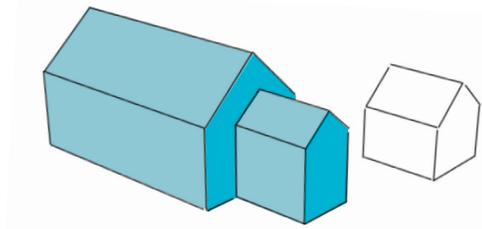
## Order of Operation – Concept to Permitting

### 1. Identify your ADU needs and scope

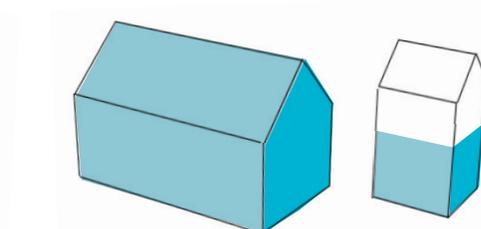
There are many different ADU types: an attached extension, remodeled existing space in a house or garage, or a detached unit (see diagrams at the end of this document). You'll also need to think about your intent for the unit. Is it to house a family member? Is it a rental unit? Its use might inform the configuration.

### ADU Types

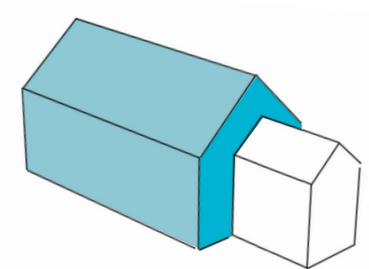
Detached ADU - Backyard Cottage



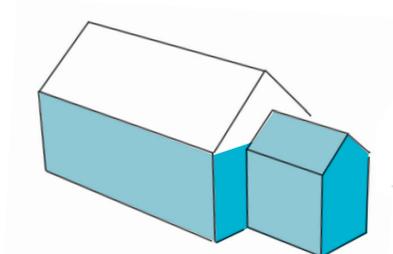
Detached ADU - Detached Garage Addition/Conversion



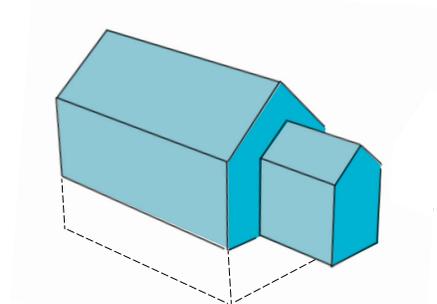
Attached ADU - Garage Conversion



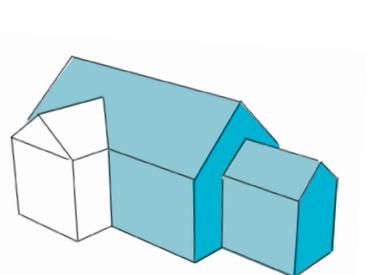
Attached ADU - Interior Conversion



Attached ADU - Basement Conversion



Attached ADU - Addition



### 2. Research and identify funding sources

Early in the process is a good time to think about funding. Will the ADU be privately funded through savings or will you need a lender? If you are using a lender it's good to get paperwork started.

### 3. Meet with City Land Use and Public Works staff

City of Eugene Building and Permit Services staff will be able to help you research your property and identify potential hurdles and limitations based on your location and zoning. Public Works staff can help identify stormwater management solutions and provide rough System Development Charge (SDC) costs.

### 4. Identify site or infrastructure issues

The meeting with City staff may have identified issues that need follow-up. It's also important to determine site issues. Red-flags can include: buried oil tanks, sewer lines that need maintenance, and any deed restrictions.



### **5. Sketch out a site plan if needed**

Sketch out a site plan if you are building an attached or detached ADU to show where the ADU will be placed on the property.



### **6. Meet with an architect or designer to discuss your plan**

Select an architect or designer with experience building ADUs. Meet to discuss your plans and review your sketch. If you have chosen a plan from the City of Eugene pre-approved plans may be modified or eliminated.



### **7. Find and interview builders (and/or general contractors)**

If you plan to act as your own general contractor you will need to find builders and sub-contractors such as electricians, plumbers, and excavators.



### **8. Create a budget**

Once you have a good idea of your plan and some estimates from professionals it's a good time to create a budget. Make sure to work in a contingency for unexpected expenses.



### **9. Access financing for the design and permitting phase**

Make sure you have cash on hand for the first phase - design and permitting.

The following steps may vary or be eliminated if a plan from the City of Eugene pre-approved plans are used.



### **10. The architect or designer will draw up plans**

The architect or designer will draw up a preliminary set of schematic plans and might build a 3-D model. There will be design iterations to make sure that the design meets the property owner's needs and is in budget.



### **11. Integrate the design-build process through a team meeting**

This meeting will include the architect/designer, property owner, contractor and possibly sub-contractors. This is an opportunity to look at the schematic design and make sure the team is on the same page.



### **12. Review heating/cooling and utility connections**

Review the needs with the subcontractors and identify any hurdles.



### **13. Architect/designer will refine the schematic drawing**

The architect/designer will develop the drawings and structural engineering calculations to support the permit application. The design is approved by the property owner. This is the permit set.



### **14. Submit the permit set to City of Eugene**

At this time you will be given an idea of when the permits will be issued.



### **15. Obtain permits and begin construction!**