



Technical Assistance
for Local Planning
HOUSING

AB 1332 Pre-Approved ADU Plans

Josh Abrams, CPC

Sam Dolgoff, CPC

Abbie Tuning, CPC

September 19, 2024

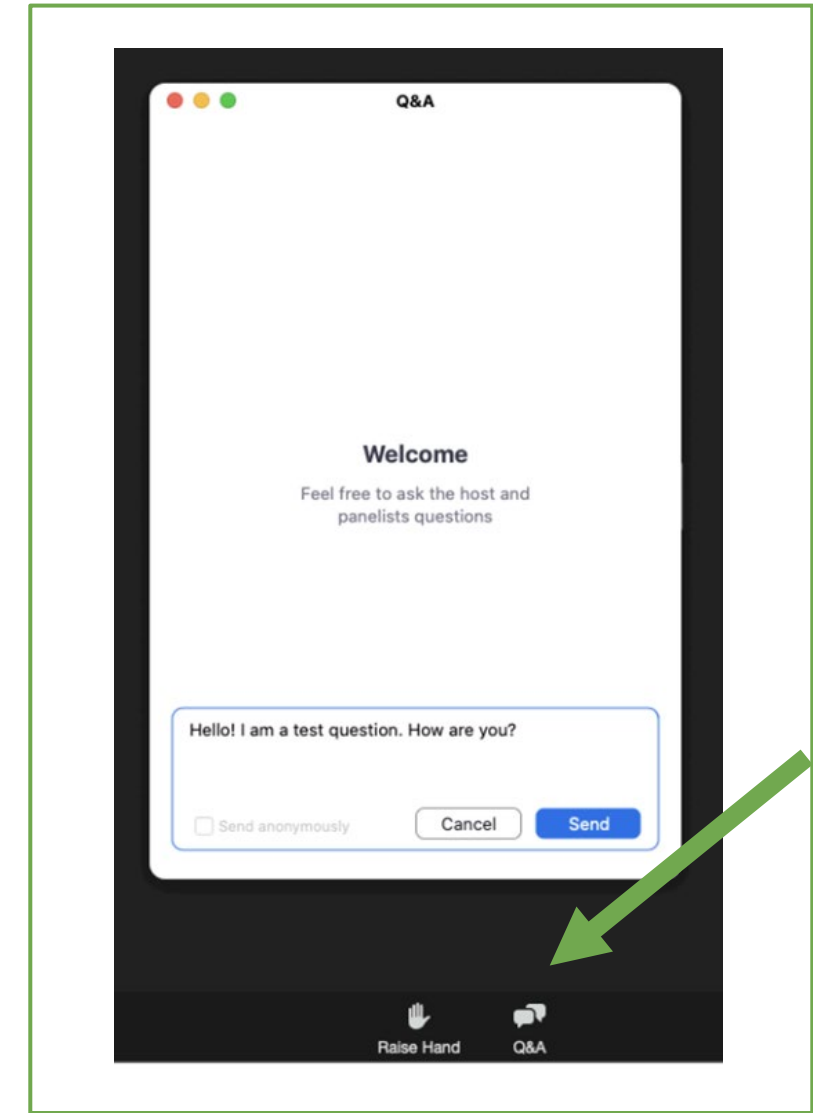


Agenda

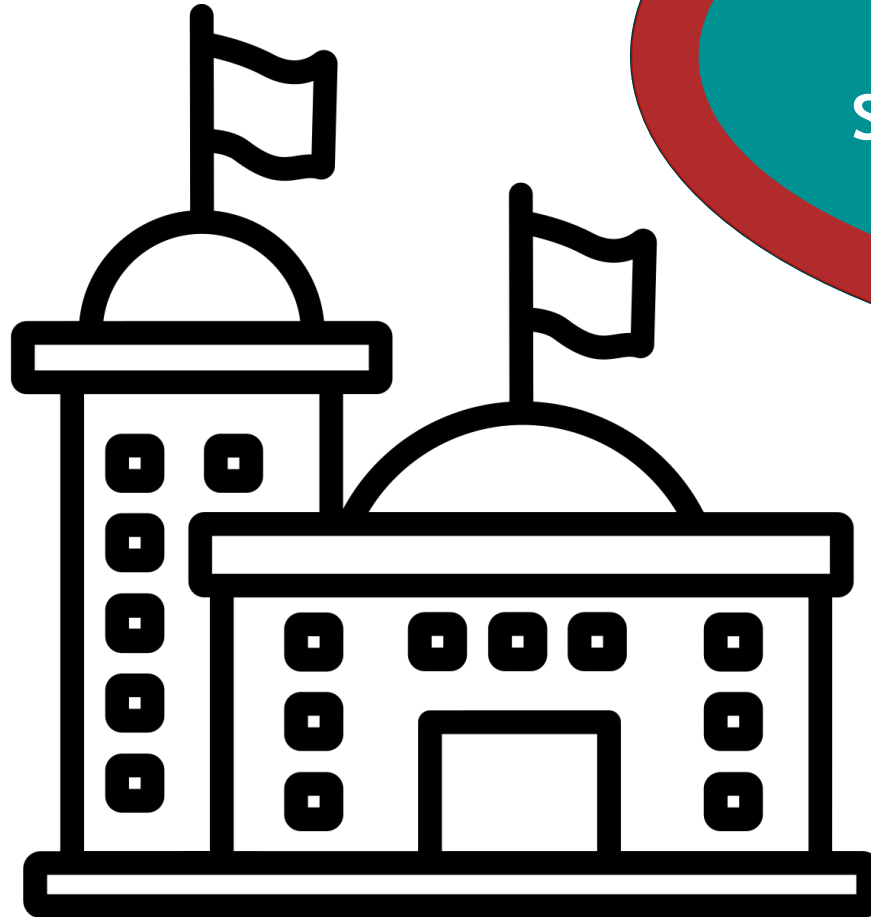
- AB 1332 Overview Recap
- Implementing AB 1332
- Local Staff Panel

Q&A

Click on the Q&A button at the bottom and type your question in the pop up window.



Not Required!

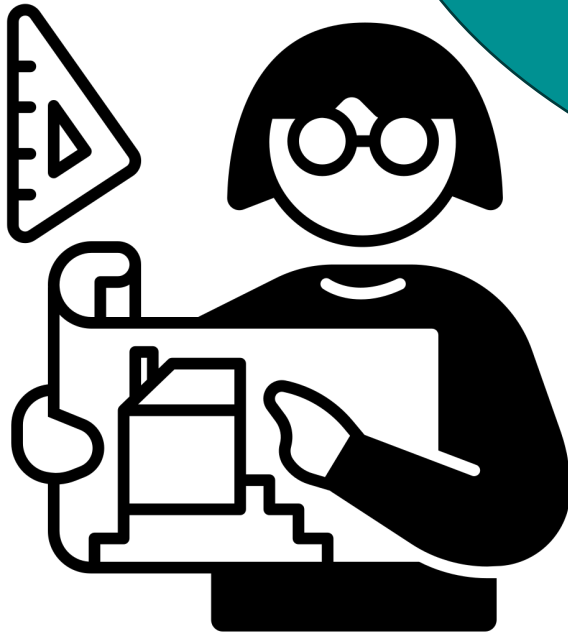


Jurisdiction: “Let’s hire an architect to make some plans that we can give out for free.”

This is required.

Designer: “I’ve got some really cool plans that I want you to take a look at now, so I can reuse them with other clients.

I get that you will have to look at site specific things, like Title 24, when I reuse them.”





Realistic Framework

- Part 0 - Preparing
- Part 1 - Pre-Approval
(site agnostic)
- Part 2 - Reusing the Plans
(site specific)
- Part 3 - Maintenance

Part 1: The pre-approval (site agnostic) phase



1. Designer submits plans to city



2. City reviews plans and asks for corrections (60 days)



3. 4. 5. 6. 7. Designer resubmits plans until approved

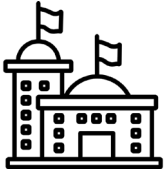


8. City posts plan information on website

Part 2: Reusing the plans (site specific) phase



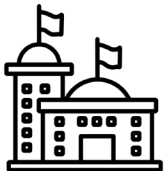
1. Designer submits plans for a specific address adding site specific information



2. City reviews site specific aspects of plans and asks for corrections (30 days)



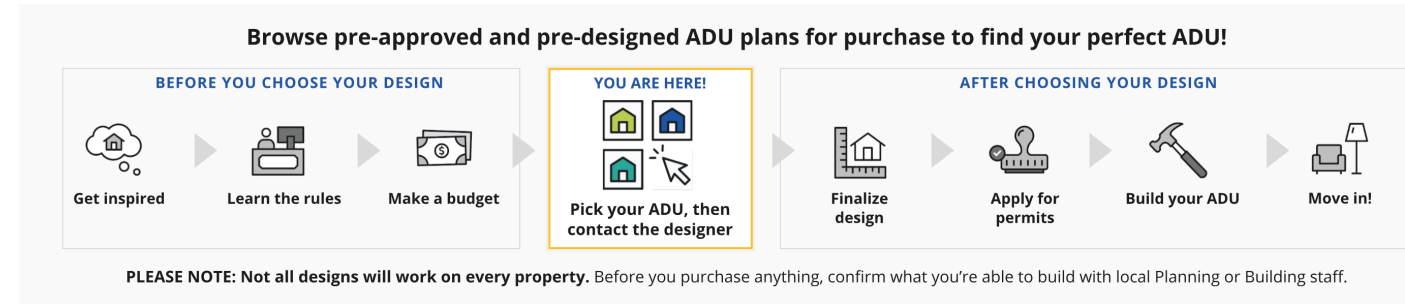
3. Designer resubmits plans until they are approved



4. City issues permit

Going above and beyond

- Plans that have been approved in other places or are in public domain
- Plans the jurisdiction have approved for a site-specific ADU
- Better website



How to build an ADU in California

What does pre-approved mean?

✓ PRE-APPROVED PLAN

Pre-approved plans have already been reviewed and approved for building code, but require site planning and other applications. [FAQs](#)

FILTERS

☐ See Pre-Approved Plans Only ?

Construction Type

- ☐ Site-Built (3) ?
☐ Prefabricated (9) ?

Size Category

- ☐ Small: Less than 500 SF (2)
☐ Medium: 500-749 SF (7)
☐ Large: 750-999 SF (2)
☐ X-Large: 1,000+ SF (1)

Square Footage ?

400 SF 1,000 SF

Bedrooms

- ☐ Studio (2)
☐ 1 (6)
☐ 2 (4)
☐ 3+ (0)

✓ PRE-APPROVED PLAN



Skyview

M. GALEMORE ARCHITECT

Large - 798 SF Site-built
2 Bedrooms 1 Bathroom

SEE PLAN

✓ PRE-APPROVED PLAN



Klassen 2BR

HOUSETECH

Medium - 610 SF Prefabricated
2 Bedrooms 1 Bathroom

SEE PLAN

✓ PRE-APPROVED PLAN



Sonoma

HATI HOMES

Medium - 569 SF Site-built
1 Bedroom 1 Bathroom

SEE PLAN

✓ PRE-APPROVED PLAN



Home for

✓ PRE-APPROVED PLAN



Sierras

✓ PRE-APPROVED PLAN



Oak 500

Other AB 1332 Resources

- **Session 1 Recording:**

Detailed Legal Requirements Overview

- **Session 3:**

Best Practices for Creating a Pre-approved ADU Plan Program

Invite
others!!!

A photograph of a residential street with green houses and trees, overlaid with a semi-transparent white banner containing the word "Questions?" in blue text. The scene shows a paved driveway leading to a small green house with a red door and a larger green house with multiple windows. The area is surrounded by lush greenery and trees with some autumn-colored leaves.

Questions?

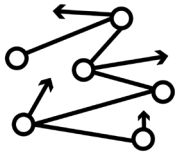


Implementing AB 1332

- Uptake
- Technology & Internal Process
- Public Information

Part 0: Pre-Work

Essential Steps



- **Develop process and instructions for internal review of plans for pre-approval and for site-specific ADU applications. Identify fees.**



- **Ensure you can accept applications without an address/location.**



- **Create an application form for designers (site agnostic phase).**
- **Create an application form for reusing plans (site specific phase).**

Recommended Steps



- **Create instructions for homeowners and designers.**



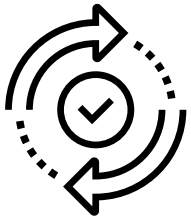
- **Present informational item to Planning Commission and City Council/Board of Supervisors.**

Part 3: Maintenance

Essential Steps



- **Staff Training:** Teaching staff how to use pre-approved plans.



- **Webpage Updates:** Capacity planning for updates to plans webpage.
- **Plan Updates:** Steps for designers to update plans, new building code cycles.

Recommended Steps

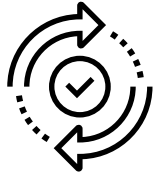


- **Public Information:** Handouts, workshops, outreach.
- **Vendor Outreach:** Invite designers to submit plans.
- **Program Assessment:** Establish program goals and milestones, assess efficacy on an ongoing basis.

How do we handle tech & tracking systems?

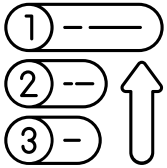


- Accepting location without address
- Keeping track of plans

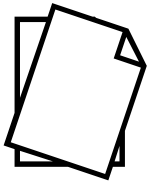


- Updating plans
- Posting to webpage

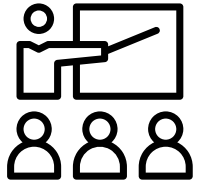
How do we set up an internal process?



- What happens at first (site agnostic) and what happens later (site specific)
- Consistency between departments
- Handouts & checklists for staff
- Consistent staff training



How do we avoid homeowner confusion?

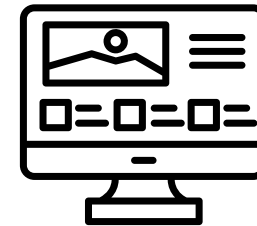


- Public information
- Training staff on communication
- Consistent messaging across departments

How do we encourage uptake?



- Offer options & variety
- Lower fees
- Better public info
- Better website
- Ongoing outreach



Local Staff Panel

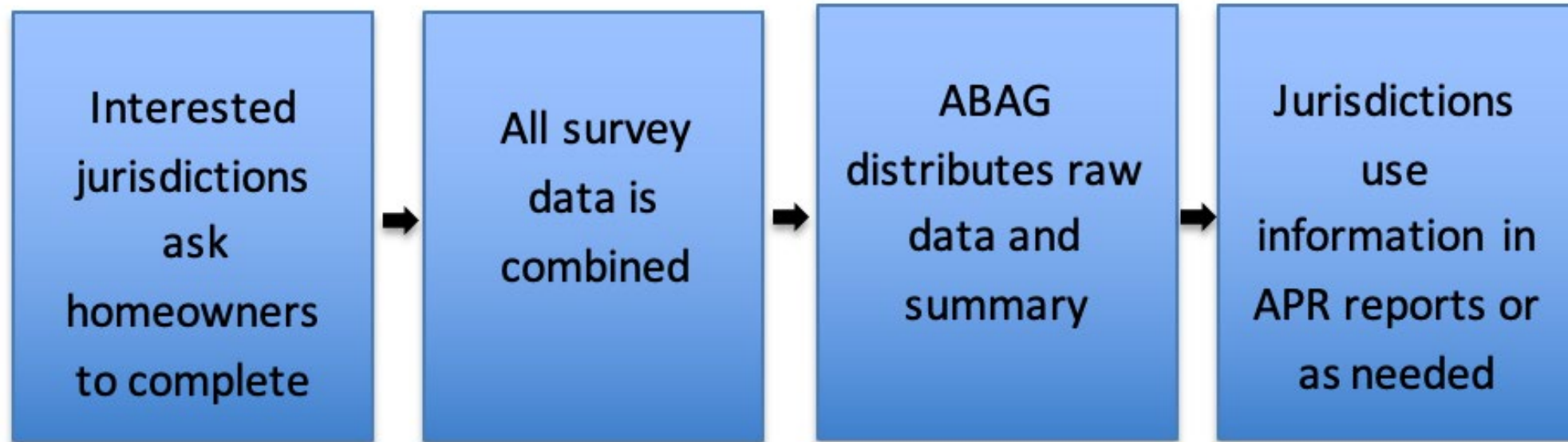
- Betty Chan, Plan Manager, Milpitas
 - Pre-reviewed vendor plans
- Gian Martire, Senior Planner, Cupertino
 - Pre-reviewed vendor plans
- Jennifer Azevedo, Permit Center Supervisor, Walnut Creek
 - Pre-designed, city-owned plans
- Ryan Pursley, Chief Building Official, Concord
 - Pre-designed, city-owned plans



ADU Work Group: June 2024 - May 2025

- **Five workshops** (every other month)
- **Topics:** ADU Landscape/Context, State Laws, Best Practices to get ADUs Built
- **Audience:** planning, housing and community development staff
- **Technical Assistance and Resources:**
 - Process guidance, best practices memos, and legal summaries
 - Template public information handouts and ADU outreach materials
 - AB 1332 (Pre-approved ADU Plans)
- **Questions:** Email Dolgoff@planningcollaborative.com
- **Sign up:** <https://forms.gle/r949oVrY2ZxVZKwb7>

ADU Homeowner Survey - OPTIONAL



- [Information on this webpage - https://abag.ca.gov/technical-assistance/adu-affordability-survey-tool.](https://abag.ca.gov/technical-assistance/adu-affordability-survey-tool)
- Recordings of info sessions
- Explainers for staff
- HCD Reviewed



Thank You.

Questions, Comments, Suggestions

Josh Abrams | Abrams@planningcollaborative.com

Sam Dolgoff | Dolgoff@planningcollaborative.com

Abbie Tuning | Tuning@planningcollaborative.com