

# Accessory Dwelling Unit Permit Application

City of Decatur, Planning & Development Department  
402 Lee Street NE  
Decatur, AL 35602  
(256) 341- 4720 / Planning@decatur-al.gov



Address of Subject Property: \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

*The applicant will be the point of contact for all communication with City staff*

*Complete this section if you are the contractor or will be hiring a contractor to install or build your accessory structure*

Name of Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Decatur Business License #: \_\_\_\_\_ Alabama General Contractor License #: \_\_\_\_\_

Current Use of Property:  Residential  Nonresidential  Other: \_\_\_\_\_

## Review the Decatur Zoning Ordinance, specifically Section 25-4.3.4. for Accessory Dwelling Unit

1. Accessory dwelling units shall not be established prior to the establishment of the principal use on the lot.
2. Accessory dwelling units shall comply with the Building Code.
3. Accessory dwelling units shall be occupied by non-paying guests only. Accessory dwelling units shall not be rented or leased, or held in ownership by other than the owner of the principal dwelling unit.
4. Only one accessory dwelling unit shall be permitted per lot.
5. Accessory dwelling units are allowed only on lots on which a single-family detached dwelling is the principal use and is permitted in the zoning district in which it is located.
6. Either the principal dwelling unit or the accessory dwelling unit shall be the primary residence of the landowner.
7. Accessory dwelling units shall be located either within the principal building or in the rear yard.
8. The maximum height of detached accessory dwelling units shall not exceed the height of the principal building or 35 feet, whichever is less.
9. The maximum floor area of an accessory dwelling unit shall be 400 square feet where the principal dwelling unit has a floor area of less than 800 square feet, or, in all other cases, the lesser of 50 percent of the floor area of the primary structure or 950 square feet.
10. If detached from the principal structure, the structure housing the accessory dwelling unit shall have an exterior that is compatible with the principal structure in terms of color, siding, roof pitch, window detailing, roofing materials, and foundation or skirting appearance.
11. A minimum of one off-street parking space shall be designated on the lot and made available for use by the occupants of the accessory dwelling unit.

A site plan must be attached to this application which shows property lines, existing structures with linear and area dimensions, easements, proposed accessory dwelling unit location(s), adjoining residences (if applicable), and pertinent dimensions to proposed structure.

Height of ADU: \_\_\_\_\_ Height of Primary Structure(s): \_\_\_\_\_

Square footage of proposed ADU: \_\_\_\_\_ SqFt Job Cost of Structure (labor & materials): \$ \_\_\_\_\_

Number of structures & ADU's (excluding residence or principal structure) on property: \_\_\_\_\_

Exterior materials of proposed structure (e.g. wood, metal, vinyl, etc.): \_\_\_\_\_

Site built accessory dwelling unit requires the following inspections:

- Footing
- Foundation
- Framing
- Electrical (if applicable)
- Plumbing (if applicable)

If your property is located in the Decatur Historic District or in a Special Flood Hazard Area, additional forms and additional information may be needed.

Inspections for any of items listed above may be obtained by calling the Decatur Building Department at 256-341-4570.

All items must be marked as included or understood:

- \_\_\_\_\_ Site Plan  
\_\_\_\_\_ I understand that I am responsible for being aware of and complying with any private covenants, conditions, or restrictions that apply to my property.  
\_\_\_\_\_ I understand that I may not use an accessory structure as a dwelling unit.  
\_\_\_\_\_ Fee (Paid at time of permit issuance)

**I have read the above statements and warrant in good faith that I understand and will comply, and that the information submitted is true and correct.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### -Office Use Only-

Zoning: \_\_\_\_\_

Historic District: Yes No Certificate of Appropriateness?

Flood Hazard Area: Yes No Flood Zone: \_\_\_\_\_

Easements: Yes No

Area of rear yard: \_\_\_\_\_ sqft

Planning Approval \_\_\_\_\_ Date: \_\_\_\_\_

The entire Decatur Zoning Ordinance is available at [Ordinance Link](#) The below information is an excerpt:

Section 25-4.3, Accessory Uses and Structures  
Sec. 25-4.3.4, Specific Standards for Accessory Uses and Structures

**Sec. 25-4.3.4. Specific Standards for Accessory Uses and Structures**

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**(a) Accessory Dwelling Unit**

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