



ACCESSORY DWELLING UNITS (ADUs) JUNIOR ACCESSORY DWELLING UNITS (JADUs)

ITEMS TO SUBMIT FOR PLAN CHECK REVIEW, AND PRIOR TO ISSUANCE OF BUILDING PERMITS

17855 Santiago Boulevard, Villa Park, CA 92861

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ITEMS TO SUBMIT FOR *PLAN CHECK REVIEW, AND PRIOR TO ISSUANCE OF BUILDING PERMITS* FOR AN ADU/JADU:

1. A recorded Restrictive Covenant is required to be submitted to the City.

NOTE: Property owner/applicant shall submit the legal description for the subject property for City staff to prepare the Restrictive Covenant.

Once City staff has prepared the Restrictive Covenant, the property owner/applicant will be contacted to pick it up from City Hall, then be directed to following the steps below:

- a. Property owner/applicant shall review, sign/notarize the Restrictive Covenant, and return it to the City.
- b. City staff shall sign/notarize the Restrictive Covenant and return it to the property owner/applicant.
- c. Property owner/applicant shall record the Restrictive Covenant at the Orange County Clerk-Recorder's office, then return it to the City, attention, City Planning Department.

Click link below for information about the Orange County Clerk-Recorder's office.

<https://www.ocrecorder.com/about-us/hours-locations>

2. An address assignment for the ADU/JADU, as well as signage, in accordance with the Orange County Fire Authority's recommended guidelines. Contact the City Planning Department for more information.

3. A "Will Serve" letter from Serrano Water District. Information for the Serrano Water District provided below.

Serrano Water District
18021 Lincoln Street, Villa Park, CA 92861-6446
Phone: 714-538-0079 | Fax: 714-538-5279
Email: info@serranowater.org | <https://www.serranowater.org/Contact.html>

4. A lot survey and grading plan for new buildings are required to ensure that on-site drainage flows are properly conveyed to the public rights-of way. The grading plan must be signed and stamped by a Civil Engineer.