

CITY OF CLOVIS
SENATE BILL 9 TWO-UNIT HOUSING DEVELOPMENT PROJECT
CHECKLIST AND INSTRUCTIONS

California Senate Bill 9 (SB-9) created a streamlined approval process for two-unit housing development projects and two parcel lot splits in single-family residential zone districts. When the applicable standards are met, both types of projects can be approved by City staff without public meetings or review by the Planning Commission or City Council. This checklist and instructions apply to two-unit housing development projects. If you are working on a lot split, please see the separate checklist and instructions for SB-9 lot splits.

A. PREREQUISITES

1. An SB-9 two-unit housing development project is only permitted on existing parcels that are zoned for single family residential use. To determine if your parcel is zoned single-family, please visit the following link: [Zoning on My Property](#). If you answer “No” to the question in Section A-1, your parcel does not qualify for an SB-9 two-unit housing development project.

Yes No Is your parcel located within a single-family residential zone?

2. Two-unit housing development projects require two dwelling units be placed on a single residential lot, excluding ADUs or JADUs. This can include one existing home and one new home, or two new homes. If two new homes are proposed, building permits for both homes must be pulled at the same time. You must answer “Yes” to **one** of the questions in Section A-2 to be eligible for an SB-9 two-unit housing development project.

Yes No Does your project propose a maximum of two homes on a single parcel, excluding ADUs or JADUs?

Yes No N/A If yes, does your project propose a building permit for one new home with one existing home? - OR

Yes No N/A Does your project propose two building permit applications for two new homes?

3. An SB-9 two-unit housing development project is not permitted if any portion of your parcel is located within or contains specific environmental resources or hazardous conditions. Is your property located within any of the areas listed below? If you answer “Yes” to any of the questions in Section A-3, your parcel does not qualify for an SB-9 two-unit housing development project unless an exception applies. Please consult with Clovis Planning Staff.

Yes No High or very high fire severity zone.

Yes No Wetlands.

Yes No 100-year flood zone.

Yes No Floodway.

Yes No Prime farmland, or farmland of statewide importance.

Yes No Historic district, or California historical resources inventory, historic property, or landmark.

Yes No Hazardous waste, or hazardous list site.

Yes No Lands identified for conservation in an adopted natural community conservation plan.

Yes No Habitat for protected species.

Yes No Lands under a conservation easement.

Yes No Delineated earthquake fault zone.

NOTE: If you believe your property is located within any of the excluded areas identified above, please consult with Clovis Planning Staff to confirm the source of the information and to identify potential exceptions.

4. An SB-9 two-unit housing development project may not result in the demolition or alteration of certain types of existing housing. Will your project require the demolition or alteration of any of the

housing types listed below? If you answer “Yes” to **any** of the questions in Section A-4, your parcel does not qualify for an SB-9 two-unit housing development project.

- Yes No Affordable housing for persons or families of moderate, low, or very low incomes.
- Yes No Rent-controlled housing.
- Yes No The property owner exercised the right to withdraw accommodations from rent or lease within the last 15 years.

5. An SB-9 two-unit housing development project may not result in the demolition or alteration of any existing housing that has been occupied by a tenant during the past three years if the project will demolish more than 25% of the existing walls. If you answer “Yes” to both questions in Section A-5, your parcel will not be eligible for an SB-9 two-unit housing development project.

- Yes No Will your project require alteration of housing that has been occupied by a tenant in the past three years?
- Yes No N/A If yes, will project require more than 25% of the existing walls of the affected housing to be demolished? (Construction plans must support this response).

B. STANDARDS APPLYING TO ALL SB-9 TWO-UNIT HOUSING DEVELOPMENT PROJECTS

1. SB-9 establishes specific standards applying to all two-unit housing development projects. Please confirm that your two-unit housing development project conforms to each of the standards included in Section B-1 below.

- Yes No At least one off-street parking space shall be provided for each home, except if the existing parcel is located within ½ mile walking distance of a high-quality transit corridor, or major transit stop. Parking is also not required if the parcel is located within one block of a verified car share vehicle lot.
- Yes No All homes must connect to City of Clovis sewer and water utilities, except as otherwise permitted by the Clovis Municipal Code. You are encouraged to consult with the City Engineering Department if utilities are not available in the vicinity of your parcel.
- Yes No A driveway constructed to City standards, providing access to a public right-of-way, is required.

NOTE: The City’s adopted objective standards addressing design requirements for single family residential development also apply to all two-unit housing development projects permitted under SB-9. Please review the single family objective standards at the link below.

https://cityofclovis.com/wp-content/uploads/2022/02/PDS-OA2021-002-FINAL-SF-Obj-Stnds_As-Adopted.pdf

C. STANDARDS APPLYING TO SPECIFIC CATEGORIES OF NEW UNITS TO BE CONSTRUCTED

In addition to the universal standards in Section B that apply to all homes constructed pursuant to SB-9, additional standards are also applied based on the size of the home and whether it will be constructed in the same location and with the same dimensions as an existing structure. Please answer the questions in Sections C-1 through C-3 to confirm the applicable standards for your SB-9 two-unit housing development project.

1. SB-9 allows construction of a new home to occur in the same location and with the same dimensions as an existing structure, regardless of whether the existing structure conforms with typical standards.

- Yes No Will your project construct a new home in the same location and with the same dimensions as an existing structure? If yes, the following standards apply to this home:
 - No specific setbacks are required, the unit can be constructed in the same location as the existing structure.
 - The maximum height for the home is the height of the existing structure or 35 feet, whichever is greater.

2. SB-9 specifies that City standards must allow the construction of two homes of 800 square feet or less subject to certain minimum standards. For this reason, specific standards apply to homes that are 800 square feet or less.

- Yes No Will your project result in two new homes being located on your lot that are each 800 square feet in size or less? If yes, the following standards apply to these homes:
- Four foot side and rear setbacks apply.
 - The front setback must conform to front setback requirement in the zone district where your parcel is located. Consult with the staff in the Planning Division to confirm. The front setback requirement may be relaxed if two homes less than 800 square feet cannot be accommodated (See note below).
 - The maximum height for the home is 35 feet. The maximum height may be relaxed if two homes less than 800 square feet cannot be accommodated (See note below).
 - The portion of your lot that can be covered by a structure (lot coverage) must be consistent with the lot coverage requirement in the zone district where your parcel is located. Consult with staff in the Planning Division to confirm. Lot coverage standards may be relaxed if two homes less than 800 square feet cannot be accommodated (See note below).

Note: The determination as to whether the development standards physically preclude the construction of two units of at least 800 square feet does not include a property owner's preference for a specific location on the lot. If there is a question about the "buildability" of an 800 square foot unit in a location that meets objective standards, the applicant shall be required to provide evidence of such determination.

3. SB-9 allows homes greater than 800 square feet to be constructed but does not require that they be accommodated. Relaxed standards do not apply, and the applicable requirements may not allow these homes to be constructed. For this reason, specific standards apply to homes that are larger than 800 square feet.

- Yes No Will your project construct a new home that is larger than 800 square feet in size? If yes, the following standards apply to this home:
- Four foot side and rear setbacks apply.
 - The front setback must conform with the front setback requirement in the zone district where the parcel is located. Consult with the staff in Planning Division to confirm.
 - The maximum height for the home is 35 feet.
 - The portion of the lot that can be covered by a structure (lot coverage) must be consistent with the lot coverage requirement in the zone district where the parcel is located. Consult with staff in the Planning Division to confirm.

D. REQUIRED ACKNOWLEDGEMENTS

Certain requirements apply to dedication and construction of public improvements, as well as to the future occupancy of the homes constructed pursuant to SB-9. Please review each requirement below and confirm that you acknowledge and agree. You will not be eligible to submit an SB-9 two-unit housing development project until all requirements in Section D have been acknowledged and agreed to.

- Acknowledged & Agreed If the total street right-of-way necessary for the street(s) along your parcel's frontage is not available, any missing portion of the right-of-way will need to be provided to the City in conjunction with the development of the home(s) on your parcel.
- Acknowledged & Agreed If not already completed, construction of frontage improvements and utility connections will be required in conjunction with the construction of any unit associated with an SB-9 two-unit housing development project.
- Acknowledged & Agreed Short term rental of any dwelling resulting from an SB-9 two unit-housing development project is prohibited. Rental of any unit(s) must be at least for 30 days or more.

E. SB-9 TWO-UNIT HOUSING DEVELOPMENT SUBMITTAL REQUIREMENTS

The submittal requirements for an SB-9 two-unit housing development include a standard Residential Building Permit Application, the applicable processing fees, and this completed SB-9 checklist for the project. Please ensure that required materials are included with your application.

APPLICANT: I have reviewed this completed application and the attached material. The information provided is accurate.

Signed

Date