



**City of Seattle**  
Department of Construction and Inspections

**Application to Establish an Accessory Dwelling Unit**

**I am (check one)**

Applying to create a new accessory dwelling unit.

Applying to legalize an existing unauthorized unit. As reflected in King County real estate records, I purchased the lot on which the unauthorized unit is located less than one year ago, and am submitting proof of this purchase. (No penalty)

Applying to voluntarily legalize an existing unauthorized unit. I may be subject to civil penalties until the permit process is completed.

Project Number \_\_\_\_\_

Address \_\_\_\_\_

Owner \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

Submit this form along with required plans and other documents.

**Parking Waiver Request**, if necessary Not located within a Residential Parking Zone (RPZ)  
Located within a RPZ; parking waiver study included

**Name(s) of Tenant(s)** \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ Phone: \_\_\_\_\_

**Owner Occupancy Covenant**, completed, notarized, recorded; original to Seattle DCI.

**Date Unit was Created (to best of your knowledge):** \_\_\_\_\_

**Value of Construction Work Needed to Legalize Unit:** \_\_\_\_\_

**Copy of the Contractor's Registration/Lien Law Form (completed)**

**Copy of Agent's Authorization Letter from Owner (if agent)**

Applicant's Name \_\_\_\_\_ Date received \_\_\_\_\_  
 (PLEASE PRINT)

Applicant Signature \_\_\_\_\_ Date signed \_\_\_\_\_

Relationship of applicant: (circle one) owner, agent, architect, contractor, engineer

Receipt # \_\_\_\_\_ Date of receipt \_\_\_\_\_

**For Seattle DCI Use Only (must be completed)**

Urban Village / Urban Center	Application Parking	Parking Waiver Granted	# of Parking Spaces Provided	Unit Square Footage	_____ Detached (BYC)
Yes ___ No ___	Yes ___ No ___	Yes ___ No ___	_____ space	_____ space	_____ Attached (ADU)