

TOWN OF SPRING LAKE
ACCESSORY DWELLING UNIT (ADU) INFORMATION GUIDE
Land Use and Development Review & Administration Manual

Form ADU-1
Version 1.0

1. Purpose

This guide explains the Town's administrative review process for Accessory Dwelling Units (ADUs). It is informational only and does not authorize construction or occupancy. Reviews are conducted under applicable Utah law in effect on the date an application is determined complete and the Spring Lake Municipal Code, as amended.

2. Scope

Applies to requests to establish, construct, convert, or modify an ADU within the Town of Spring Lake.

3. Authority

Applications are reviewed as administrative land use applications by Development Staff, acting as the Designated Land Use Authority, under applicable law, the Spring Lake General Plan, and the Municipal Code.

4. What Is an ADU?

An ADU is a subordinate dwelling unit on the same lot as a principal single-family dwelling. ADUs may be Internal, Attached, or Detached.

5. Purpose of ADUs

To provide additional housing opportunities while supporting multigenerational families and preserving Spring Lake's rural character.

6. Administrative Review Process

The Town performs an objective administrative review to determine compliance with applicable standards.

7. Relationship to Building Permit Administration

Approval confirms land use compliance but does not authorize construction or occupancy. All required permits, inspections, and approvals remain necessary.

8. Applicant Responsibilities

Submit complete materials, respond to requests for additional information, and obtain all required permits.

9. Town Administrative Responsibilities

Town administrative personnel coordinate the application process and maintain the administrative record. Development Staff performs the professional land-use review and acts as the Designated Land Use Authority for the ADU application.

10. Other Reviews

Reviews may include the Town's contracted building code professional, fire code authority, public health or wastewater authority, utility providers, legal counsel, or other qualified professionals, when applicable.

11. Typical Review Sequence

Read ADU-1

Complete ADU-2

Prepare documents listed in ADU-3

Town completes the administrative processing and ADU-4 review checklist

Development Staff, acting as the Designated Land Use Authority, issues ADU-5

Proceed to the Building Permit process if construction is proposed

12. Related Documents

ADU-2

ADU-3

ADU-4

ADU-5

Building Permit Administration Manual

BP Series