

How to Create an Accessory Apartment

A quick guide for Hastings residents

Basic Steps

OK, you've decided an Accessory Apartment (sometimes called an Accessory Dwelling unit or ADU) may be good for you - to stay in place, accommodate family members, or provide some extra income. How do you make it happen?

- Plan and Budget
- Apply and Approve
- Construct
- Renew

Plan and Budget

Step 1 - Determine that you're in a zone that allows ADUs. ADUs are permitted only in Hastings' single-family residence zones: R-20, R-10 and R-7.5.

Q- How do I know what zone I'm in? -

A - Look it up on Hastings' zoning map, here:

<https://www.hastingsgov.org/sites/g/files/vyhlf7561/f/uploads/zoningmap.pdf>

Q - What if I'm in a two-family or multifamily zone (2-R or MR)?

A - You may still be able to add an apartment - it just won't be an ADU!

Plan and Budget - 2

Plan construction and estimate construction costs - with the help of an architect or contractor:

Dimensional requirements - not more than 33% of the dwelling space

Not more than two bedrooms

Take *parking* into account - one off-street space per apartment plus another space if it's a 2 BR apartment.

Owner must occupy one dwelling as a principal residence

Kitchen + bath facilities

Configurations - (diagrams follow)

Options



Detached Residence

A standalone, smaller home built on the same lot as the primary home by the homeowner, with the units functioning as separate structures.



Above Garage Residence

A new unit built above an existing garage. Attached/detached garages can have an ADU built above a pre-existing garage space. The addition of this new space does not require major new construction and does not significantly alter the primary home's exterior.

Upper- or Lower-Level Residence

Conversion of existing space in a home with exclusive access provided through an interior or exterior stairway. A lower-level ADU can be created through the conversion of an existing basement or as part of the construction of a new home.





Garage Conversion

Conversion of existing garage space into an ADU. The conversion of this space does not significantly alter the primary home's exterior.

Plan and Budget 3

Estimate revenues

Average 1 BR apartment in NY area currently generates around \$2000/month in rents (\$24,000 annually).

But: It's not always about money - sometimes the goal is to facilitate the ability to have parents live at home with children (or vice versa) accommodate live-in help, etc.

Apply and Approve

Fill out the application form from the building department, and pay the application fee.

An appearance will be scheduled with the planning board to review and approve the application. Planning board will look at plans, review parking arrangements and other items for compliance.

On approval, you're ready to go ahead with ...

Construction



Renewal

ADU permits need to be renewed every three years. The process is now simple, and can be completed just by working with the Building Department.