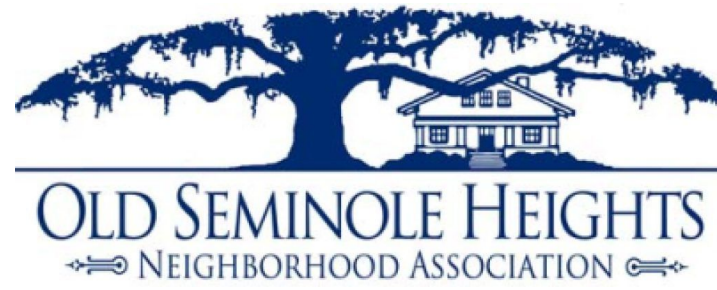


OSHNA Land Use Committee Presents:

Understanding the Seminole Heights Zoning Code & Accessory Dwelling Units (ADU's)

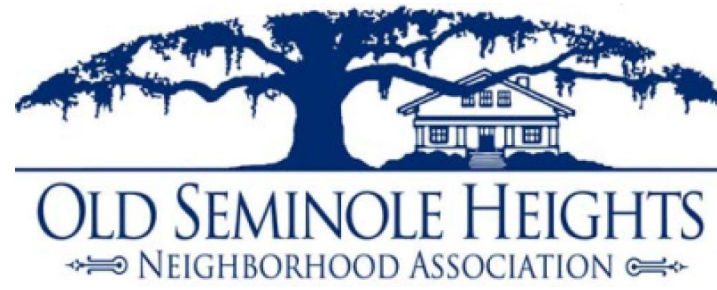
Hosted By: **Patrick Thorpe, AIA**
with Special Guest: **Eric Cotton**

Principal Architect at **(allegedly)** design
City of Tampa Interim Manager / Zoning Supervisor



Common Questions & Answers

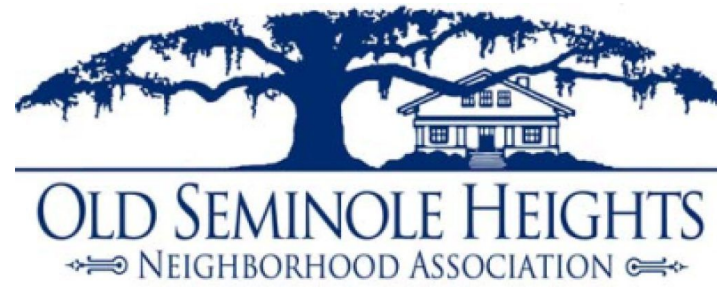
- What is an Accessory Dwelling Unit (ADU)?
 - An ADU is a designated special use structure that allows for a separate, habitable living space ancillary to the main residence on an existing single-family residential zoning lot
- How much does it cost to build an ADU?
 - Costs for new, ground-up development can average +/- \$200 per square foot
- How long does it take to get a permit?
 - Special Use application requires a public noticing mailer and several City staff department approvals prior to the start of building plan review. The permitting process can average 14-16 weeks for applications that are properly prepared and submitted.
- Do I need an Architect to design my ADU?
 - No, but you wouldn't buy a car with square tires either



Common Questions & Answers

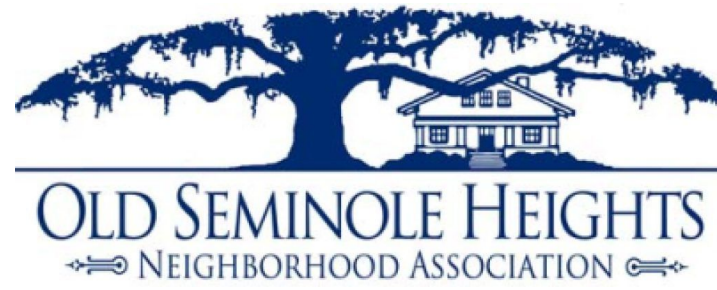
- Can I rent my ADU to make additional income?
 - Yes, there are some special requirements that you need to consider such as; having three legal parking spaces on site that do not block one another, annual review of the special use by City staff, additional impact fees at time of permitting for the increased demand on public services. This decision affects which application you will submit and how you will provide public notice to your neighbors so it is important to understand all of the requirements early in the process. This is why it is recommended to work with a professional, such as an Architect, to help clarify the requirements and expectations so you do not experience unnecessary setbacks or delays.

- What if I just want it for my extended family (mother-in-law, brother, etc.)?
 - Yes, the application and impact fees are lower and you only need to maintain two legal parking spaces on site. You will need to prove that family is legally related to you as part of the application. Working with an Architect is a great way to simplify this process as well.



How do I get started planning for my ADU?

- Obtain your Compact Property Record Card from the Hillsborough County Property Appraisers website
- Contact a Surveyor to provide an up-to-date drawing of your property with the following:
 - Boundary Survey with legal description
 - Topographical spot elevations with benchmarks
 - Tree locations and sizes on your property & within 20 feet of the property line
- Speak with an Architect to discuss your goals & objectives
 - Size, style, budget, timeline, etc.
 - Existing site constraints and considerations
 - Define the basic scope of services & project deliverables
- It is ***recommended*** you only work with licensed and insured professionals
 - Get three quotes for every job, small expenses add up to big costs
 - Ask for references, a true professional will gladly provide contacts of satisfied clients
 - Remember, permit documents are public record



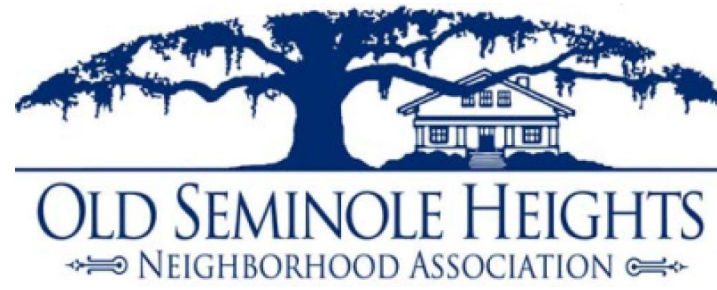
Learning Objectives

- Navigate Municode website (https://library.municode.com/fl/tampa/codes/code_of_ordinances)
 - Review Chapter 27, Article II, Division 5, Section 27-132 (Individual Special Use)
 - Review Chapter 27, Article III, Division 2, Subdivision 5, Section 27-211.2.1 (SH-RS)

- City of Tampa Accela website (<https://aca.tampagov.net/CitizenAccess/Default.aspx>)
 - Login & perform searches by property address

- Hillsborough County Property Appraiser website (<https://hcpafl.org/>)
 - Obtain your Compact Property Record Card
 - Identify your zoning designation
 - Folio numbers, lot size dimensions, and other useful information

- Seminole Heights Form Based Zoning Code
 - Show typical site data for a subject property
 - Review two types of the Residential Building Form
 - Discuss sample site plans for zoning conformance & compliance



Sec. 27-132 Regulations governing individual special uses

- An accessory dwelling unit shall be limited to a maximum of nine hundred fifty (950) square feet of living space
- An accessory dwelling unit may only be approved when the main residence is owner occupied.
- An accessory dwelling unit may be designed to be located within the single-family dwelling with a separate entrance or in a conforming accessory structure; however, it may not be located in a nonconforming accessory structure or structure made conforming as a result of a variance.
- At no time may the number of occupant(s) of an accessory dwelling unit exceed two (2).
- The special use permit shall be review annually by staff and if any conditions change, a new special use permit and public hearing will be required.



Hillsborough County Property Appraiser

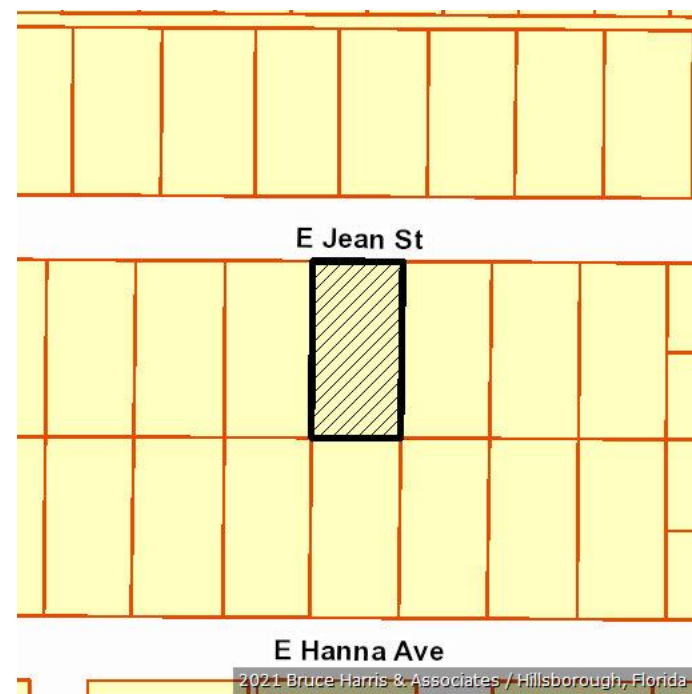
Compact Record Card



Bob Henriquez
Hillsborough County Property Appraiser

<https://www.hcpafl.org/>
15th Floor County Ctr.
601 E. Kennedy Blvd, Tampa, Florida 33602-4932
Ph: (813) 272-6100

Folio: [REDACTED]



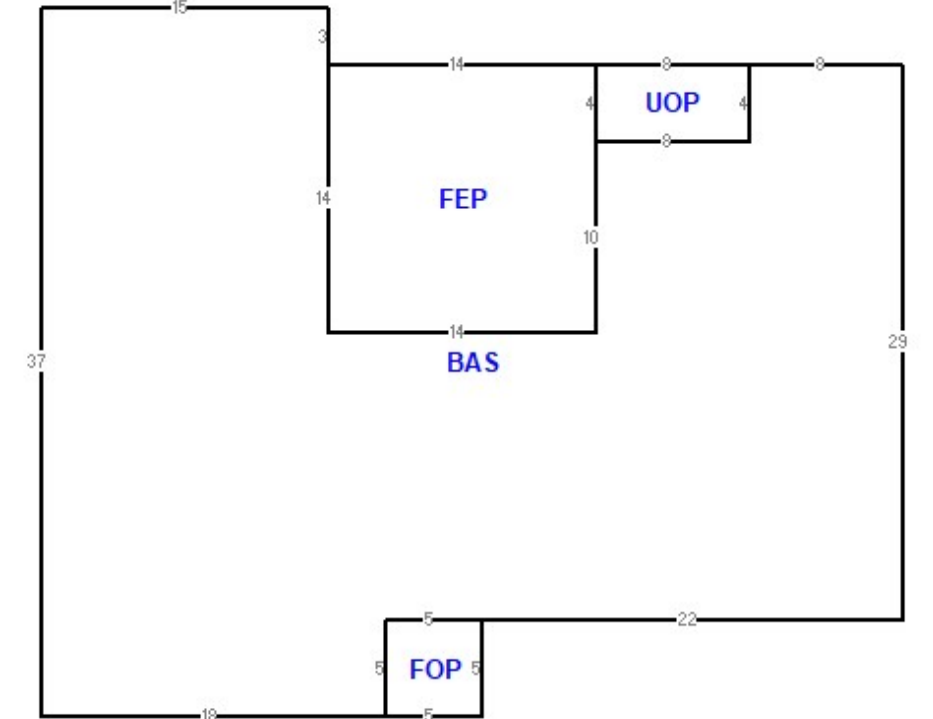
Owner Information	
Owner Name	[REDACTED]
Mailing Address	[REDACTED]
Site Address	[REDACTED]
PIN	[REDACTED]
Folio	[REDACTED]
Prior PIN	
Prior Folio	000000-0000
Tax District	TA - TAMPA
Property Use	0100 SINGLE FAMILY R
Plat Book/Page	28/69
Neighborhood	205008.00 Old Seminole Heights, N of Hanna, E of I-75
Subdivision	4KL ORANGEWOOD MANOR

Value Summary				
Taxing District	Market Value	Assessed Value	Exemptions	Taxable Value
County	\$196,251	\$142,605	\$50,000	\$92,605
Public Schools	\$196,251	\$142,605	\$25,000	\$117,605
Municipal	\$196,251	\$142,605	\$50,000	\$92,605
Other Districts	\$196,251	\$142,605	\$50,000	\$92,605

Note: This section shows Market Value, Assessed Value, Exemptions, and Taxable Value for taxing districts. Because of changes in Florida Law, it is possible to have different assessed and taxable values on the same property. For example, the additional \$25,000 Homestead Exemption and the non-homestead CAP do not apply to public schools, and the Low Income Senior Exemption only applies to countywide and certain municipal millages.

Sales Information							
Book	Page	Month	Year	Type Inst	Qualified or Unqualified	Vacant or Improved	Price
24594	0085	11	2016	WD	Qualified	Improved	\$200,000
20091	1940	09	2010	WD	Qualified	Improved	\$130,000
3716	0404	10	1980	QC	Unqualified	Improved	\$100
3636	0301	03	1980	QC	Unqualified	Improved	\$100
3622	0819	02	1980	QC	Unqualified	Improved	\$100

Building Information		
Building 1		
Type	01 SINGLE FAMILY	
Year Built	1950	
Building 1 Construction Details		
Element	Code	Construction Detail
Class	C	Masonry or Concrete Frame
Exterior Wall	5	Concrete Block
Roof Structure	3	Gable or Hip
Roof Cover	3	Asphalt/Comp. Shingle
Interior Walls	3	Plaster
Interior Flooring	7	Tile
Interior Flooring	5	Wood
Heat/AC	2	Central
Architectural Style	4	Basic 1-Story
Condition	4	Good
Bedrooms	2.0	
Bathrooms	1.0	
Stories	1.0	
Units	1.0	

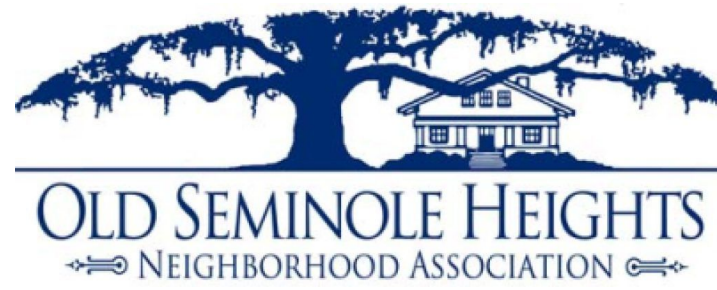


Building 1 subarea			
Area Type	Gross Area	Heated Area	Depreciated Value
BAS	1,212	1,212	\$105,226
UOP	32		\$434
FEP	196	196	\$13,631
FOP	25		\$521
Totals	1,465	1,408	\$119,812

Extra Features							
OB/XF Code	Description	Building	Year On Roll	Length	Width	Units	Value
0115	CONCRETE PAVERS	1	2017	16	10	160.00	\$1,094
0120	DECK WOOD	1	2020	6	18	108.00	\$995
0630	UTILITY METAL	1	2006	0	0	200.00	\$3,326

Land Information							
Use Code	Description	Zone	Front	Depth	Land Type	Total Land Units	Land Value
REG1	Res SF Class 7.25	SH-RS	70.00	141.36	SE SF LOTS W/ EFF SIZE	9,895.20	\$71,023

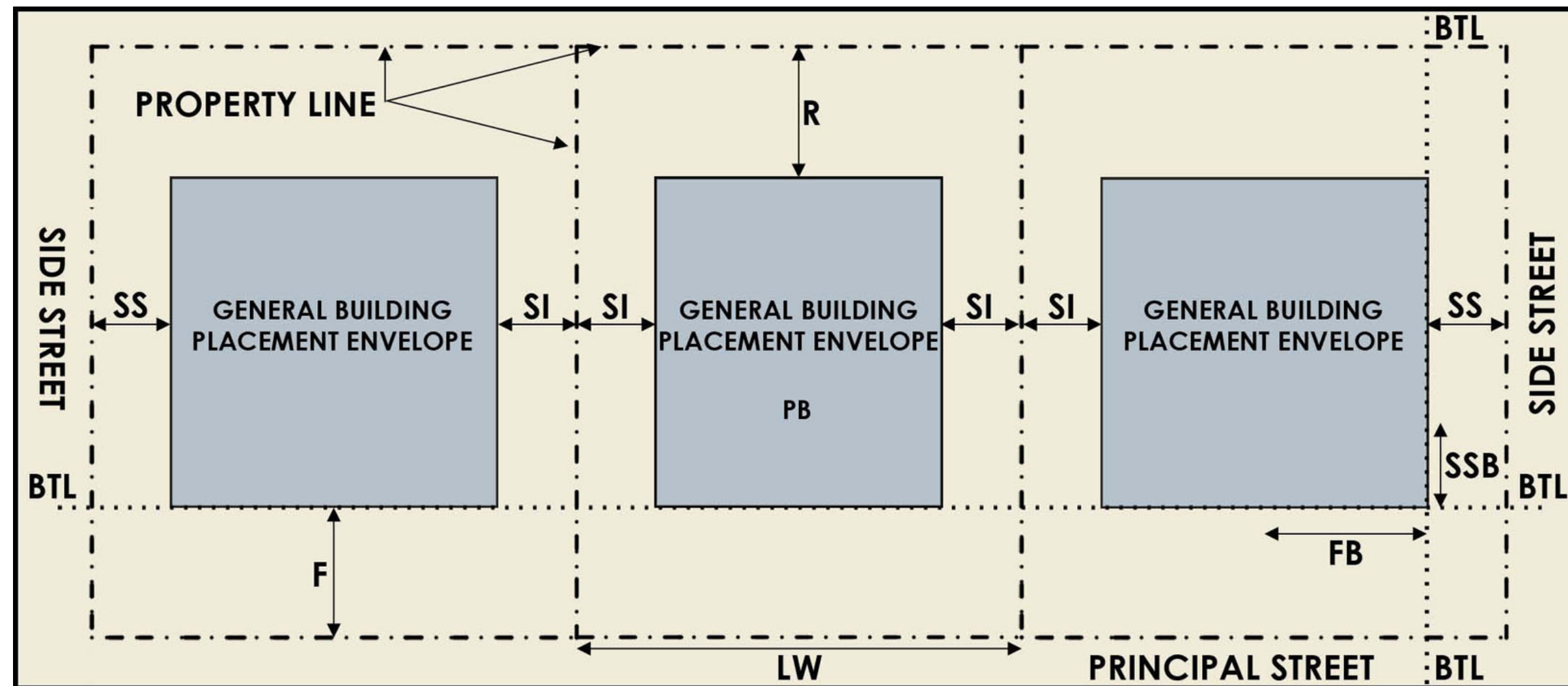
Legal Description
ORANGEWOOD MANOR LOT 7 BLOCK 3



Section SH 27-211.2.1a

SH-RS Residential Building Placement

Building Placement (PB) [8]		Building Placement (AB) [7,8]	
BTL [1]		Setback [3]	
F	[5]	F	60'
SS	[2, 5]	SS	3'
Setback [2, 3]		Setback [3]	
SI	7' [6]	SI	3'
R	20'	R	3'
Building Form		Building Form	
FB	Refer to Map SH-25.1	FB	Adhere to Principal Building Form
SSB	Refer to Sec. 27-211.7	SSB	Adhere to Principal Building Form
Lot Configuration [4]			
Lot Width		50' min	
Lot Area		5000 SF min	



Notes:

[1] Build-to-line: required line/location at which the building wall shall be placed.

[2] Canopies, awnings, fireplaces, arcades, trellises, pergolas, and other architecturally integrated façade features may be placed at 3 feet minimum setback.

[3] Setback: the line/location that sets the minimum distance at which the building wall may be placed.

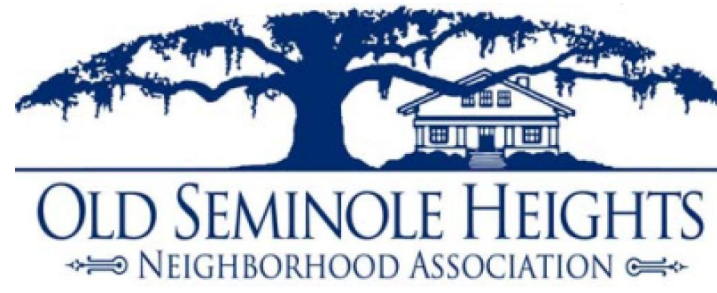
[4] A lot of record established prior to July 1, 2010, shall be allowed to develop, subject to the regulations set forth in this article.

[5] F or SS BTL determined by average of BTL of adjacent structures on either side of the lot with same street front orientation.

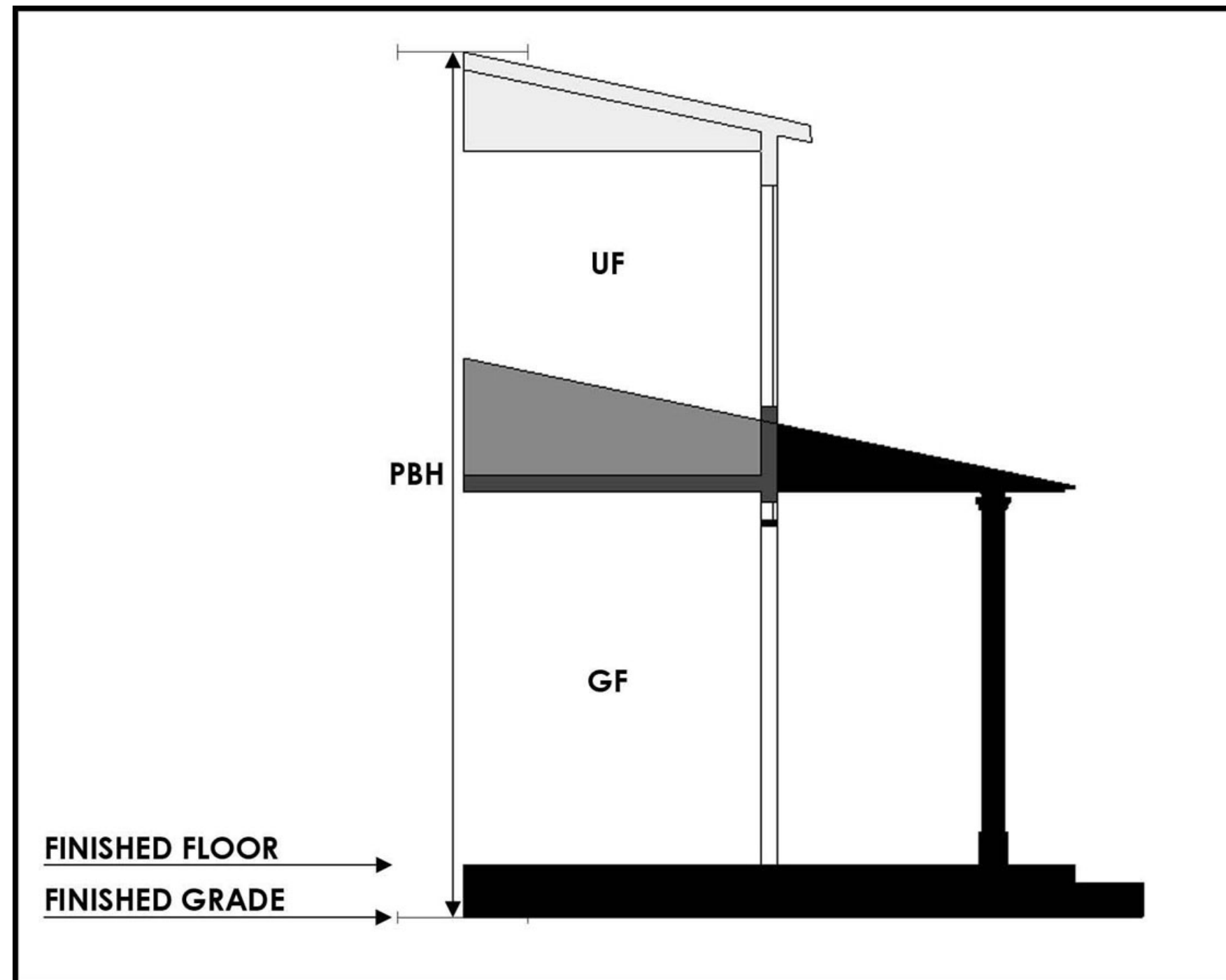
[6] Reduction to 3' minimum permitted for porte cochere/carport. For substandard (less than 50' width) lots of record, SI setback shall be 5' minimum.

[7] Accessory buildings that are demolished, destroyed, or removed for any reason that do not meet the current standards, but that had been legally established and were considered nonconforming as determined by the zoning administrator pursuant to Sec. 27-54, may be rebuilt and/or replaced in the same footprint as had been legally established, so long as the building does not encroach on adjacent properties of different ownership, any public or private rights-of-way, or any easements.

[8] PB and AB building separation shall be a minimum of 5' as measured from wall to wall (building) and 3' eave to eave.



Section SH 27-211.2.1b SH-RS Residential Building Section



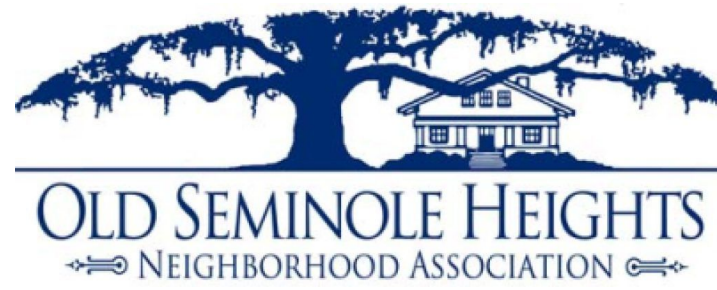
Use Placement	
GF	Residential (when permitted: non-residential)
UF	Residential (when permitted: non-residential)
Maximum Height [1]	
PBH	2-stories (35 feet)
ABH	2-stories (22.5 feet) [2]
PW	5' above PBH and ABH [3]
Elevator/mechanical housing, widow's walk, cupolas, other architecturally integrated design features.	Exempt, except shall occupy no more than 20 percent of roof area.
Miscellaneous Standards	
(a) Building form to be consistent with adjacent residential properties on block face. For parcel specific form and character requirements, refer to designation on Map SH-25.1 and Sec. 27-211.7 for Residential Building Form Standards.	
(b) AB: Maximum GFA = 15% of total area of existing zoning lot, up to a maximum 950 SF.	

Notes:

[1] Height is measured from finished grade to highest point of structure (see Sec. 27-43 Definitions).

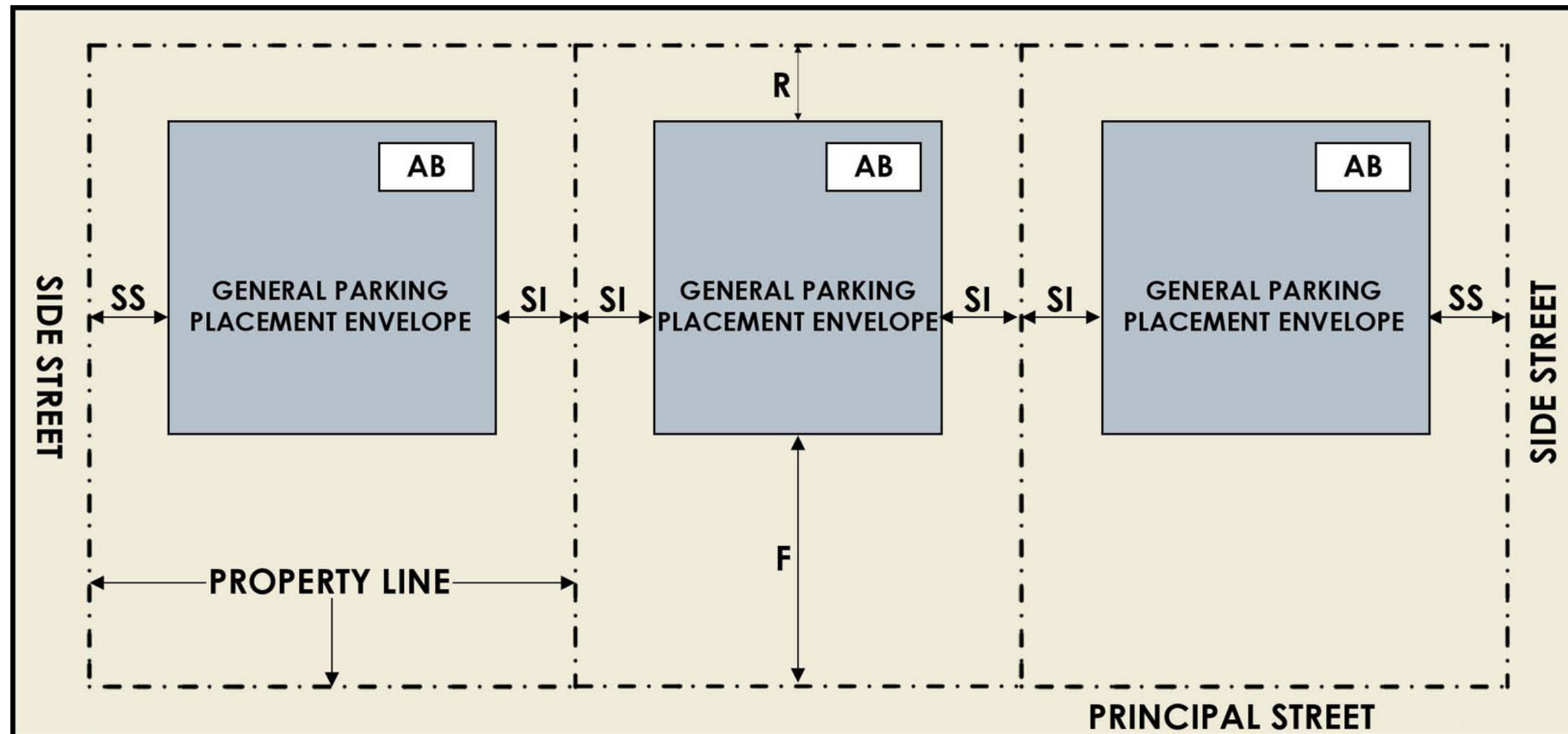
[2] ABH shall be reduced to 1-story (15 feet maximum height) when located within 20 feet of a 1-story residential principal building (not located on the subject parcel).

[3] PW maximum of 5' above maximum height for PBH and ABH for decorative or screening purposes.



Section SH 27-211.2.1c

SH-RS Accessory Building Placement



Parking Placement (location of parking space(s)) [2, 3]			
Setback	No GAR/CP	1-car GAR/CP [4]	>=2-car GAR/CP [4]
F	18'	18'	18'
SS	18'	18'	10'
SI	1' [1]	CP: 3' [1] GAR: 7' [1]	CP: 3' [1] GAR: 7' [1]
R	1' 3' [1]	Refer to 27-211.2.1a (AB)	Refer to 27-211.2.1a (AB)
- Adjacent to/separated by alley from any use - Adjacent to any other use (no alley)			
Required Spaces (see Table SH-25.1 for other permitted uses)		Minimum Ratio (spaces per unit) (see Table 554.1 for other ratios by use)	
Residential		2/detached unit <i>When applicable:</i> 1/studio & 1-bedroom unit 1.5/2-bedroom unit 2/3-bedroom (or more) unit	

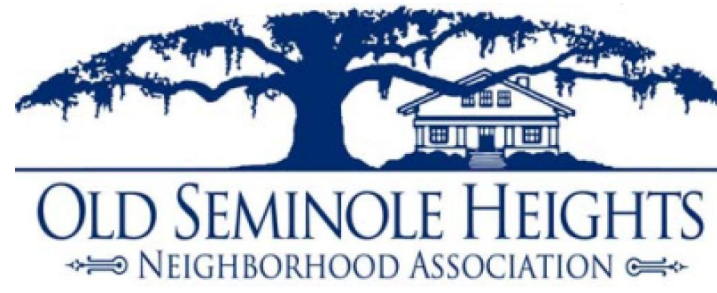
Notes:

[1] Parking pad (pavement) setback may be reduced to 0' for shared access and parking areas. Any structure (e.g., garage/carport) used for parking shall meet minimum setback specified above.




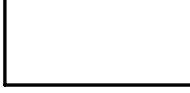

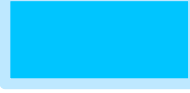
[2] *Ribbon driveways:* Single car "ribbon driveways" may be constructed at a minimum overall width of nine (9) feet with six (6) feet wide apron flares on the right-of-way. For properties located along local roads, which have a posted speed limit of twenty-five (25) miles per hour or less, the driveway may be constructed with an overall width of seven (7) feet with three (3) feet wide apron flares.

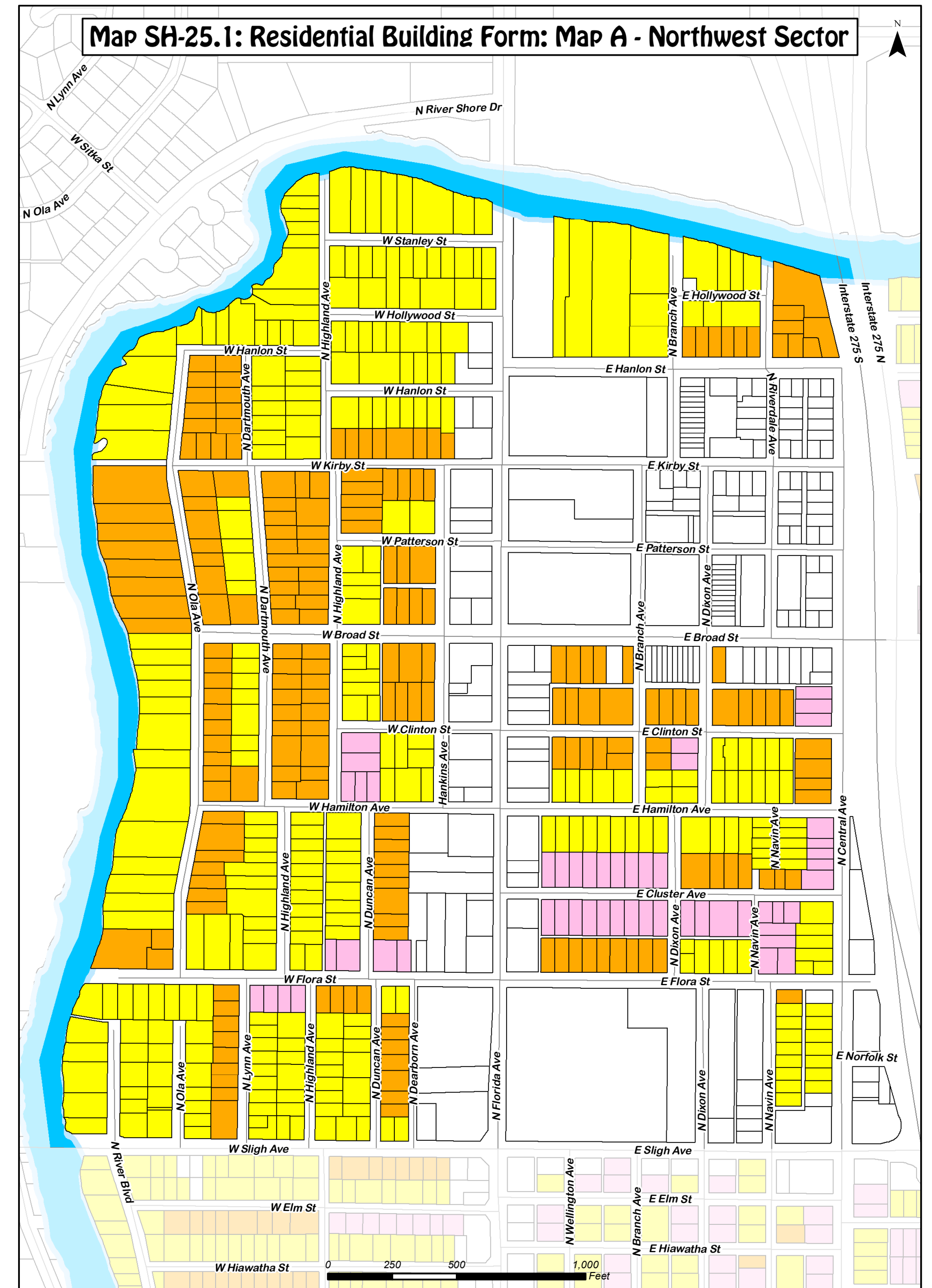
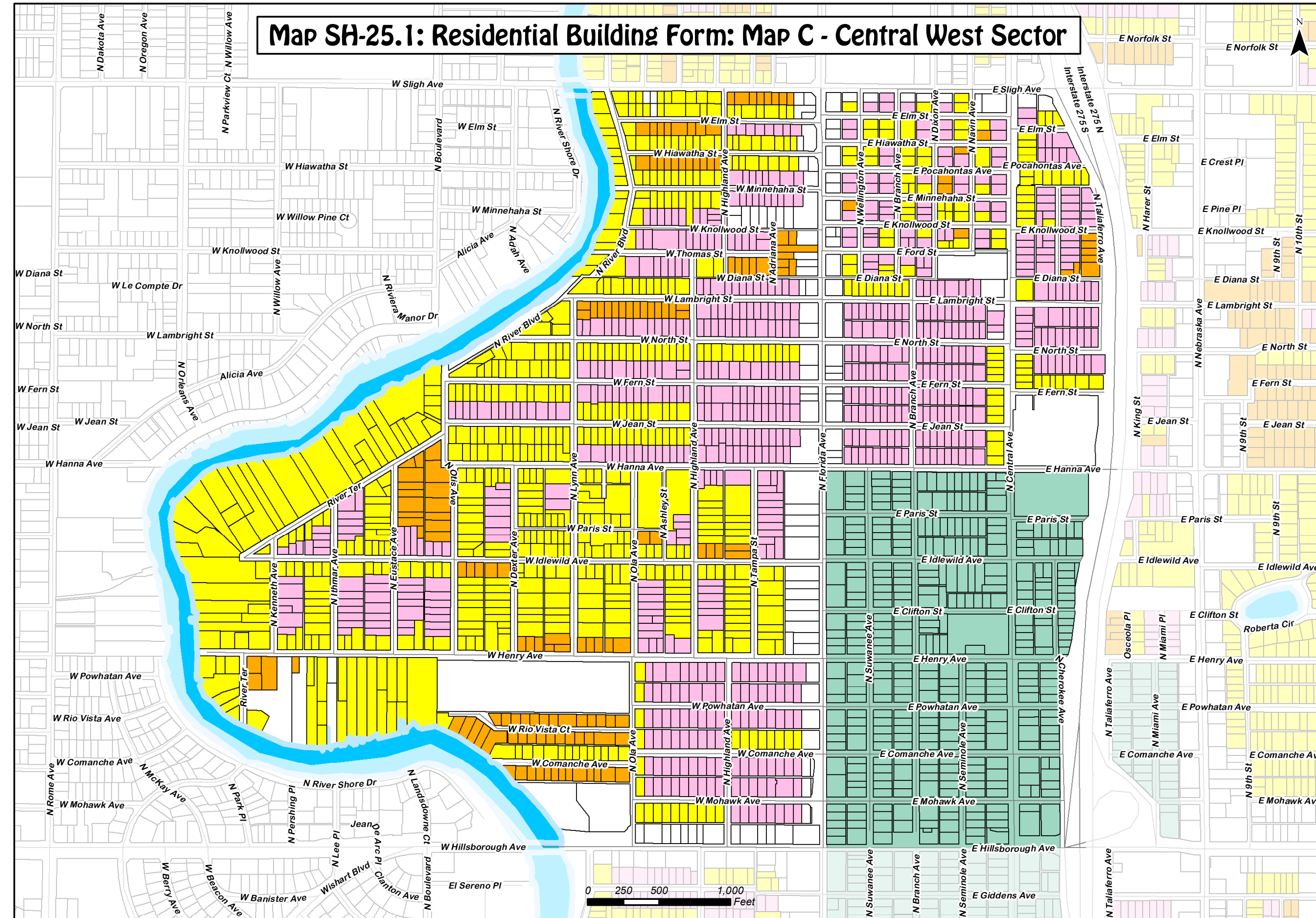
[3] *Parking:* No driveway shall be constructed from the road to the front façade of the principal structure, unless providing vehicular access to an attached garage or carport in accordance with the other sections of this ordinance.

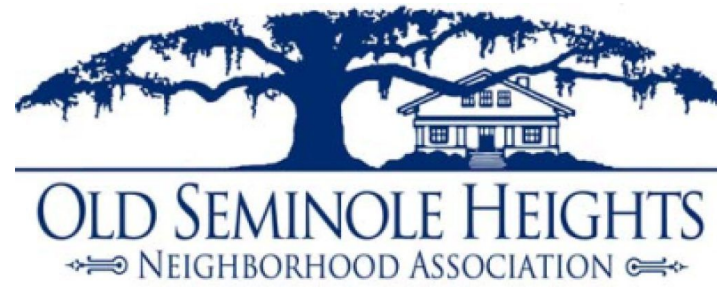
[4] Setbacks listed for parking stalls that are oriented perpendicular to the right-of-way. Reduced setbacks may be considered by the zoning administrator for other maneuvering patterns.



SH Residential Building Forms - Map

- | | | | |
|---|---|---|--------------------------------|
|  | Craftsman/Southern Vernacular (National Folk) |  | Local Historic District |
|  | Eclectic |  | Parcel within Sector |
|  | Ranch/Transitional
Ranch/Minimal Traditional |  | Water |





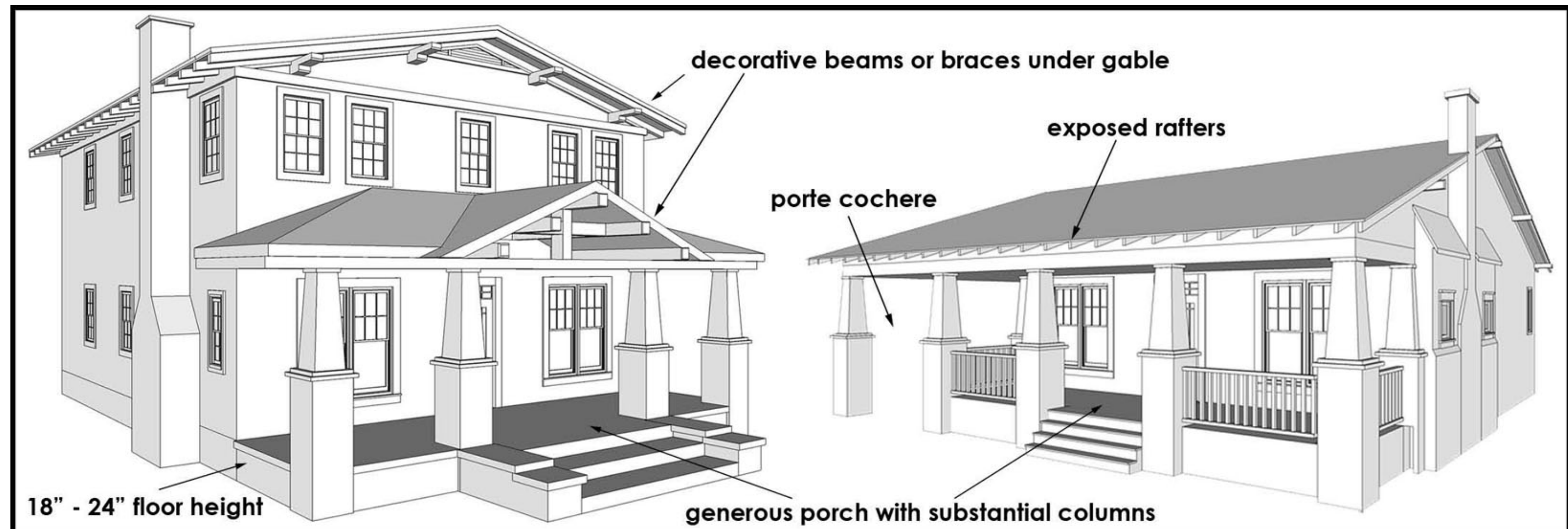
Example ADU Project No. 1 - Site Data

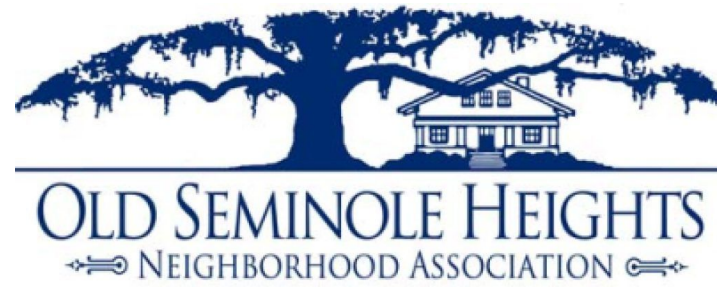
- Zoning: **SH-RS**
- Accessory Dwelling Unit or Extended Family Residence: **1 bedroom EFR**
 - Parking Requirement: Provide parking for 2 cars, tandem parking allowed for 2 cars only
- Residential Building Form: **Craftsman**
 - Floor Height: 18” - 24” above grade
- Lot Size: **50’ x 100’**
 - Maximum accessory building size: 750 s.f. (15% of total area of existing zoning lot)
 - Easements: No - water, sewer & electric service on street
- Historic District: **No**
- Existing accessory structures: **Yes, existing one-car garage to be demolished**
 - Existing garage over 50 years old, provide color photos of all sides for Historic Preservation
- 25 mph posted street: **Yes**
 - Single-car width driveway can have 3’-0” apron flares
- New EFR within 20 feet of existing 1-story primary residence not on subject property: **Yes**
 - EFR must be 1 story, 15’-0” max. height
- Protected and/or Grand Trees: **No**



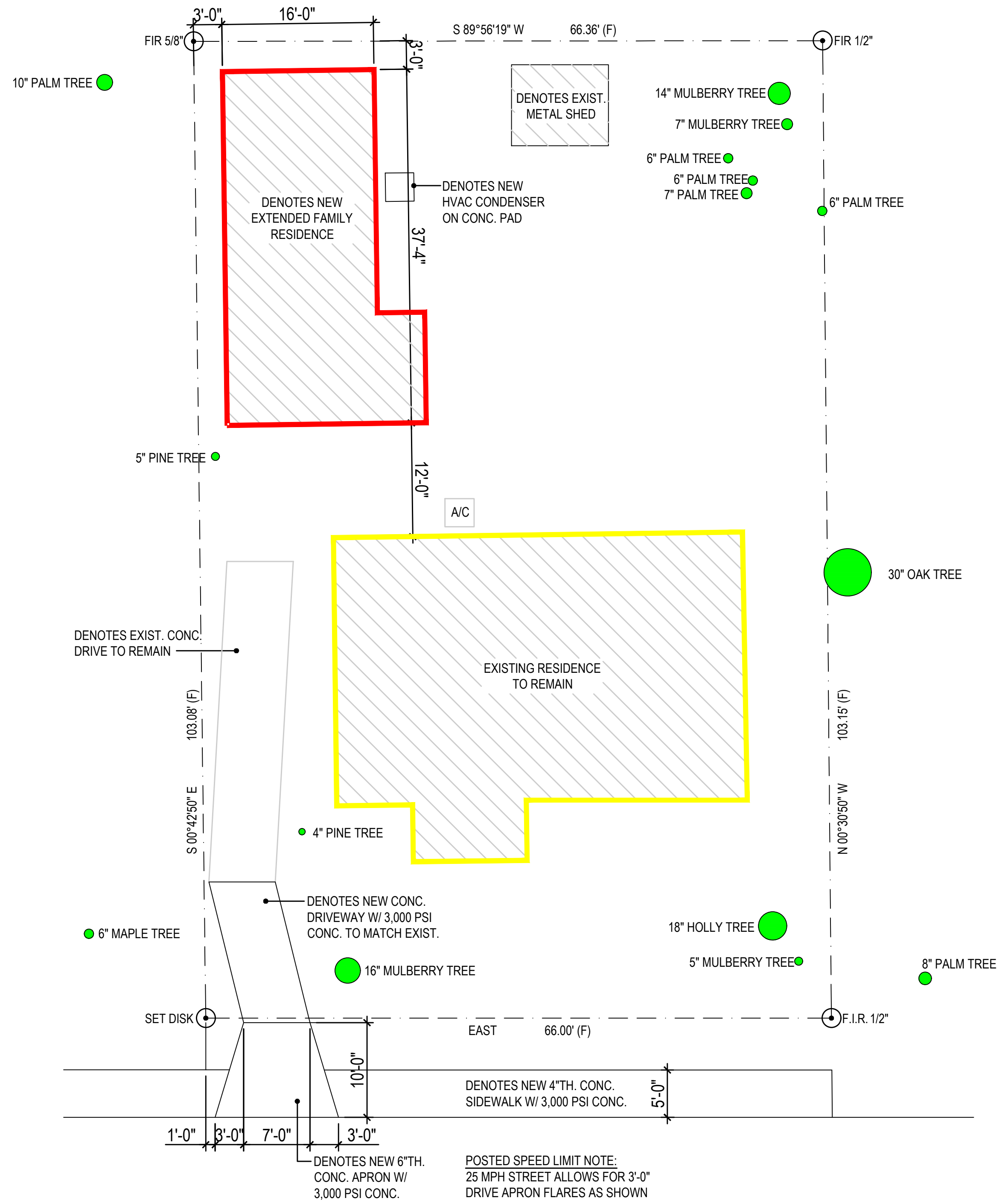
Example ADU Project No. 1 - Craftsman Residential Building Form

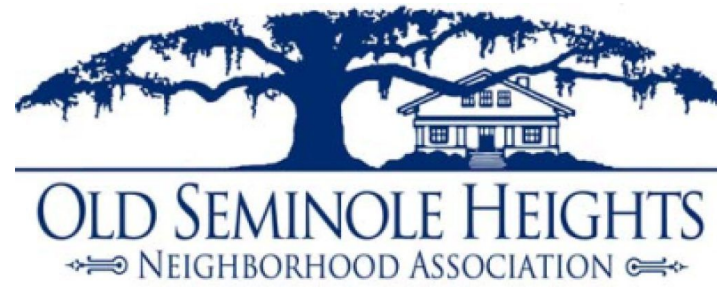
(CT) Craftsman (Arts & Crafts): Table 211.7.1	
Required minimum standards for construction or any addition over 5% of usable floor area.	
Finished floor elevation (in addition to FEMA requirements)	18" to 24"
Porch Location	Front (side-wrap allowed)
Porch Width	Minimum of 50% of front façade width (typically width of entire front façade)
Porch Depth (minimum to maximum)	8' to 12'
Roof Pitch	5/12 - 6/12 rise to run (less than 30°) for primary; as low as 3/12 for ancillary (porch)
Details	Exposed rafters/knee braces; substantial columns on piers
Garage	Not typically attached to principal building (if attached, vehicle entrance must be recessed at least 10' from principal façade, not measured from front edge of porch)
Carport (porte cochere)	Side façade, flat or up to 4/12 rise to run; single car width





Example ADU Project No. 1 - Site Plan





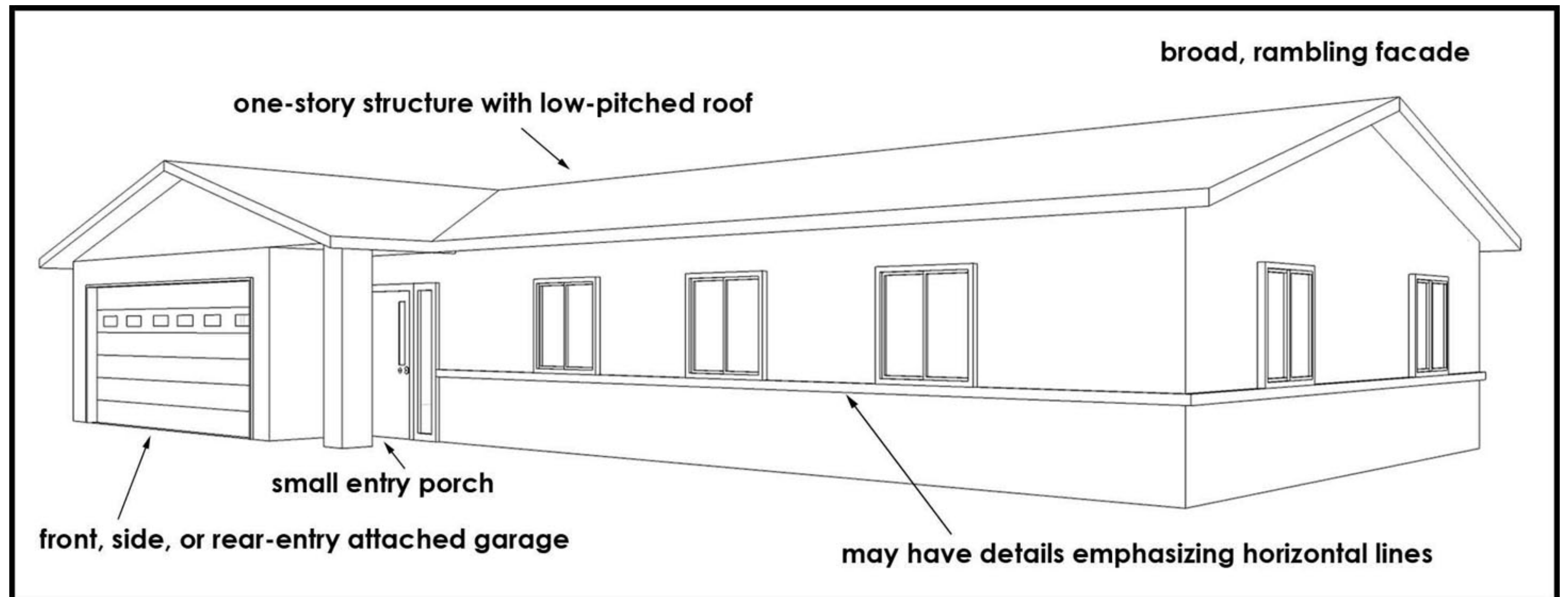
Example ADU Project No. 2 - Site Data

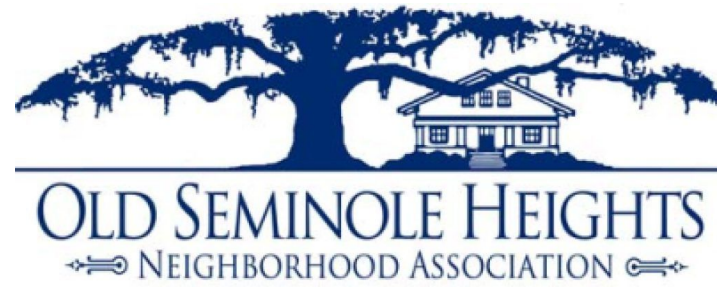
- Zoning: **SH-RS**
- Accessory Dwelling Unit or Extended Family Residence: **1 bedroom ADU with garage**
 - Parking Requirement: Provide parking for 3 cars, tandem parking not allowed for 3rd car
- Residential Building Form: **Ranch**
 - Floor Height: 0” typically
- Lot Size: **70’ x 140’**
 - Maximum accessory building size: 950 s.f. GFA (max. allowable per code)
 - Easements: Yes - 5’-0” sewer & power easement at rear of property, water on street
- Historic District: **No**
- Existing accessory structures: **Yes, existing pre-manufactured metal shed to be demolished**
- 25 mph posted street: **No**
- New ADU within 20 feet of existing 1-story primary residence not on subject property: **No**
 - 1.5-car garage with dwelling unit on second floor, 22’-6” max. height
- Protected and/or Grand Trees: **Yes**
 - Tree Barricades required
 - Tree consultation or certified arborist inspection recommended



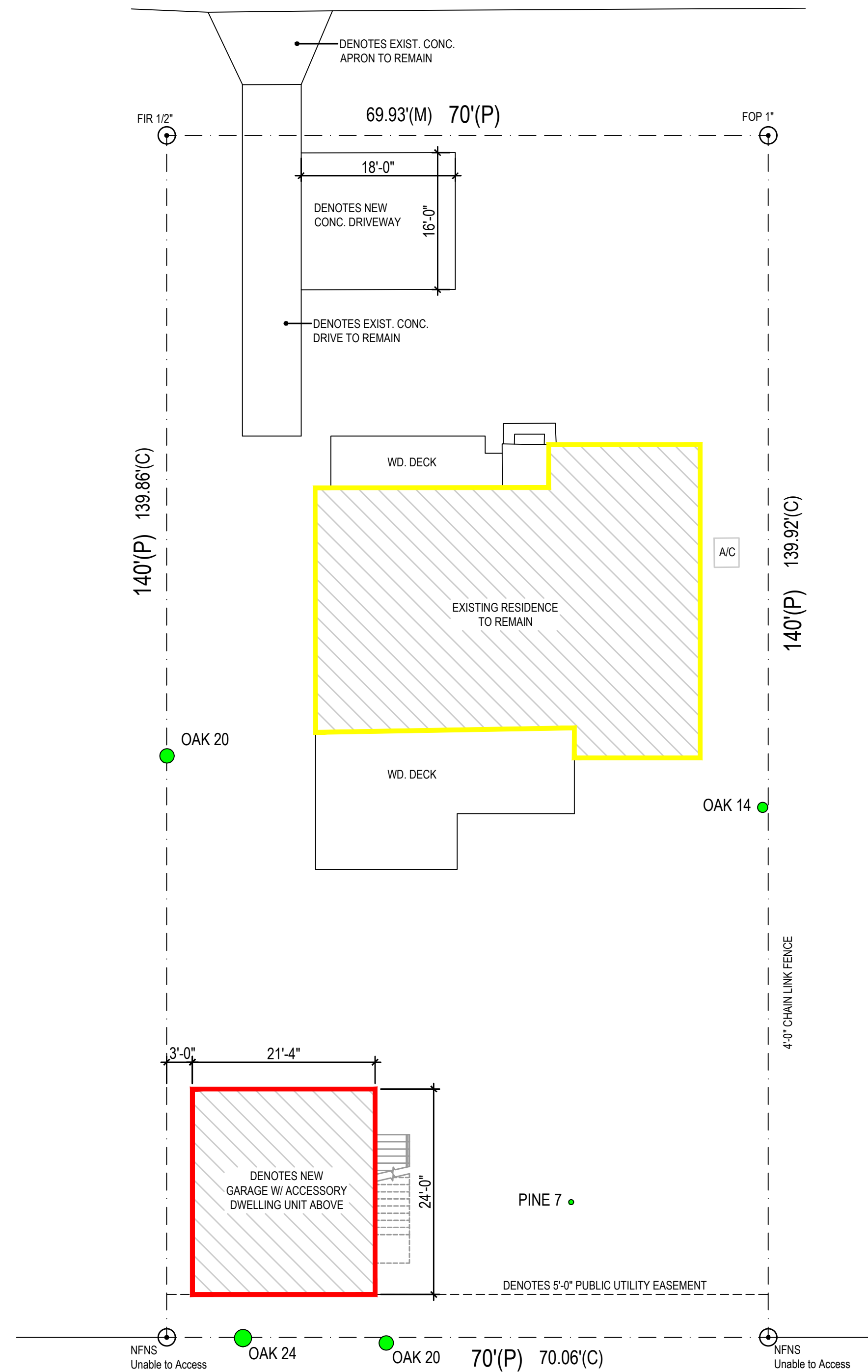
Example ADU Project No. 2 - Ranch Residential Building Form

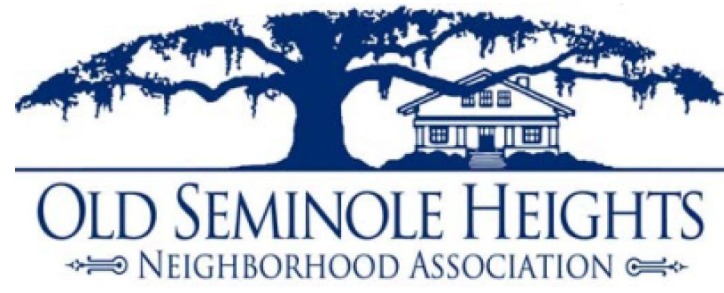
(RH) Ranch: Table 211.7.7	
Required minimum standards for construction or any addition over 5% of usable floor area.	
Finished floor elevation (in addition to FEMA requirements)	0" typically
Porch Location	Front only
Porch Width	Minimum 5'
Porch Depth	3' to 8'
Roof Pitch	3/12 - 6/12
Details	Varied; borrows from many styles of precedent architecture
Garage	Within front or side façade, front, side or back entry; if garage entrance is on front façade, must not project farther from principal façade than required front porch depth
Carport	Side or rear orientation; flat or similar roof pitch to primary roof



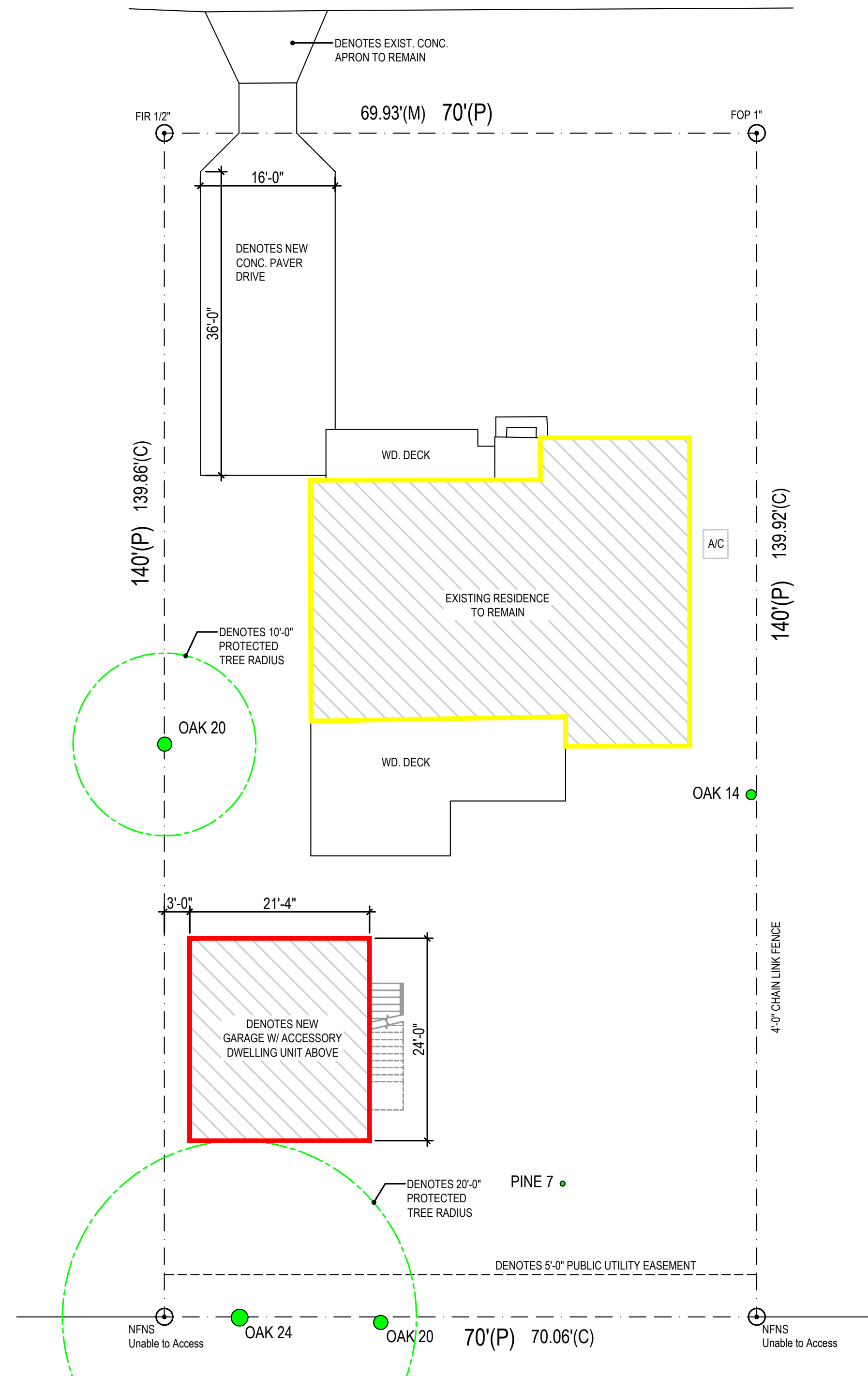


Example ADU Project No. 2 - Site Plan





Example ADU Project No. 2 - Site Plan





Specific questions about your property?

- Patrick Thorpe, AIA
 - (813) 938-0112
 - patrick@allegedlydesign.com
 - www.allegedlydesign.com

- City of Tampa, Zoning Department
 - (813) 274-3100, Option 2
 - www.tampa.gov/pddc



Questions & Answers

For your security and privacy, specific questions about individual properties will not be answered.

Remember your property information & permit documents are public record.