

Site plan and house plans to be reviewed and approved by department prior to issuance of permit.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Guest House Size: \_\_\_\_\_ Phone # \_\_\_\_\_

Received Recorded Deed: \_\_\_\_\_

Received Recorded Plat: \_\_\_\_\_

Received Septic Info: \_\_\_\_\_

Received House Plans: \_\_\_\_\_

NAICS Code	Principal Uses	Suppl. Reg	A	A1	A2	R1	R2	R3	MHP	OI	B1	B2	B3	TC	MUBP	M1	M2
	Guest House, and Caretaker/Employee Dwelling	Yes	P	P	P	P <sup>(1)</sup> acre +)						P	P	P	P	P	P

## Guest House, Caretaker House (2)

Guest Houses are allowed by right in the A, A-1, and A-2 zonings; and (R-1 properties that are one-acre in size or larger) pending site approval

Guest houses are an accessory use to the primary residence.

Caretaker Houses are allowed by right in the B-2, B-3, TC, MUBP, M-1 and M-2 zonings.

- A. The use must maintain a residential appearance and shall produce no impacts in appearance, noise, light, and traffic that are detrimental to adjacent properties.

- B. The size of the guesthouse, or caretaker house can be **no more than 800 square feet.**
- C. The rental or lease of a guesthouse shall be prohibited.
- D. Guesthouse shall be located in the side or rear yard of the primary house and shall have a 15' side setback and 40' rear setback.
- E. Specific Regulations for Residential Units- Units shall have the following additional requirements:
- a. A minimum roof pitch of 6:12, which means having a pitch equal to at least six (6 inches of vertical height for every twelve (12) inches of horizontal run. Any dwelling unit for which a building permit was obtained prior to the adoption of this Ordinance may be extended, enlarged or repaired as otherwise provided by this Ordinance with the same roof pitch as that allowed by the previous building permit.
  - b. All roof surfaces exposed to view shall be covered with asphalt or fiberglass shingles, wood shakes or shingles, standing seam (non-corrugated tin or steel), clay tiles, slate, or similar materials approved by the Director.
  - c. Exterior materials shall consist of wood, brick, stone or other masonry type product, fiber cement siding and other similar material is permitted. Vinyl and aluminum siding is prohibited.
  - d. All primary roof overhang for exterior walls shall be no less than 12 inches for brick sided and 12 inches shall apply to gable ends as well as exterior walls supporting rafters.
  - e. All exterior wall sections wider than 25 feet shall include an interruption in the plane of the façade by recess, protrusion, or fenestration. (garage side of house is excluded)
  - f. No exposed unpainted wood is allowed on the front façade of any dwelling except porch flooring boards.
  - g. The dwelling shall be placed on a permanent foundation, either slab or pier, which meets the requirements of the IRC Building Code.

h. Utility meters shall be mounted to the structure rather than on a utility pole, and all axles, tongues, and transporting and towing apparatus of manufactured homes shall be removed before occupancy.

i. All residential structures shall have a minimum 6 ft. by 8 ft. front porch, patio or deck and a minimum 6 ft. by 8 ft. rear porch. The structure shall include steps, which lead to ground level, and both landing, and steps shall meet the requirements of the IRC Building Code.

**I hereby acknowledge receipt of the regulations for a Guest House. If my application is approved, I will abide by all regulations.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_