



Executive Summary

Issue Title: Department of Community Development: Pre-Approved ADU Plans Project

Meeting Date: March 18, 2025

Time Required: 15-30 minutes

Attendees: Colin Poff, Heather Cleveland

Action Requested At This Meeting:

- Briefing, No Action

Background:

In 2024, a multi-jurisdiction collaboration, ADU Crew, came together to plan, support, and share Pre-Approved ADU Plans in their respective jurisdictions. The participating jurisdictions include City of Poulsbo, City of Port Orchard, City of Bremerton, City of Bainbridge Island, and Kitsap County. As single-family housing has dominated zoning for several decades, ADUs are a tool to address our housing crisis. Pre-approved plans can reduce the cost of ADUs and streamline permitting.

The ADU Crew meets monthly or as needed to move the project forward. The project is managed, and the meetings are facilitated by KRCC/Triangle Associates.

The group initially had \$50,000 in funding from KRCC for the project, and all 5 jurisdictions offered to contribute an additional \$10,000 to increase the impact of the project.

A Request for Qualifications (RFQ) was released, and the final architecture firm, [Artisans Group](#), was selected based on their prior experience designing ADUs and collaborating with multiple jurisdictions, existing library of ADU plans our jurisdiction can license for a fee, and integration of passive house design as a standard practice.

We agreed on the following plans:

- License four existing floor plans, Phase 1: January-February 2025
 - Two medium floor plans, 480sf and 600 sf
 - Two large floor plans, 800 sf, one-story and two-story
- Design two new floor plans, Phase 2: February-July 2025
 - Medium/large carriage house with modular garage space, 24'x24' living space over a two or three car garage
 - 1,000 sf with narrow or wide layout, based on entry options

Agenda:

- ADU Project Presentation

Attachments:

1. Pre-Approved ADU Plan Presentation