



King County

**Department of Development
and Environmental Services**

900 Oakesdale Avenue Southwest
Renton, WA 98057-5212

206-296-6600 TTY Relay: 711

Accessory Dwelling Units Notice on Title Requirements and Affidavit

For alternate formats, call 206-296-6600.

Accessory Dwelling Units Notice on Title Requirements

DDES Building Permit # _____ Date _____

King County requires that a Notice on Title be recorded with the Records, Elections and Licensing Services Division before any permit can be issued for an Accessory Dwelling Unit (ADU) per King County Code (K.C.C.) 21A.08.030 (7). Instructions are as follows:

- Please complete and notarize the attached Accessory Dwelling Notice Affidavit. If the legal description does not fit in the space provided, you may include it on a separate piece of paper. Please, be sure to record the legal description with the affidavit.
- Please complete the attached cover sheet. The Recorder's Office requires that the attached cover sheet form be used. Please do not make any marks in any of the margins, or it will not be considered acceptable for recording.
- Record the completed Accessory Dwelling Notice Affidavit with legal description by taking or sending it along with the completed cover sheet to:

**King County Records, Elections and Licensing Services Division
Recorder's Office
King County Administration Building
500 Fourth Avenue, Room 311
Seattle, WA 98104**

The Recorder's Office is located on the third floor. For information on recording and fees, contact the Recorder's Office via email at www.kingcounty.gov/recelec/records or by telephone at 206-296-1570.

Be sure to get a copy of the recorded document with the recording number.

- Keep one copy of the recorded document with the recording number and return one copy to:

**King County DDES
Building Permit Center
900 Oakesdale Avenue SW
Renton, WA 98057-5212**

If you have questions about these requirements, please contact the DDES Permit Center at 206-296-6600. ***NOTE: The Accessory Dwelling Notice Affidavit must be completed, notarized, and recorded to meet all requirements.***



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**Accessory Dwelling Units
Affidavit**

**Accessory Dwelling Units
Affidavit**

This property contains a primary dwelling unit and an accessory dwelling unit, as defined by Chapter 21A.06.345 and 21A.06.350 of the King County Code (K.C.C.). Requirements for accessory dwellings apply to this property including limitations placed upon the use and construction of accessory dwellings as prescribed by Chapter 21A.08.030 of the K.C.C. The notice shall run with the land and shall not be removed except upon specific written authorization by King County recorded upon this title.

I, _____, having been duly sworn on oath, depose and declare:

- 1. I am the property owner of property legally described as:

with an address of: _____
and Parcel Number: _____

- 2. I occupy or intend to occupy the primary residence or the accessory dwelling unit on the property.
- 3. I am aware of the following regulations for accessory dwelling units:
 - a. Only one accessory dwelling unit per primary single detached dwelling unit is permitted.
 - b. The accessory dwelling unit is allowed only in the same building as the primary dwelling unit when the lot is less than 10,000-square-feet in area, or when there is more that one dwelling unit on the lot.
 - c. One of the dwelling units shall not exceed a floor area of 1,000-square-feet except when one of the dwelling units is wholly contained within a basement or attic.
 - d. When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each street side of the building.
 - e. One additional off-street parking space shall be provided for the accessory dwelling unit.
 - f. The accessory dwelling unit shall be converted to another use or shall be removed if one of the dwelling units ceases to be owner occupied.

Signed _____ Date _____

Subscribed and Sworn to, before me the _____ day of _____, 20 _____

NOTARY PUBLIC in and for the State of Washington

Check out the DDES Web site at www.kingcounty.gov/ddes

Return Address:

Please print or type information **WASHINGTON STATE RECORDER'S Cover Sheet** (RCW 65.04)

| | |
|--|--|
| Document Title(s) (or transactions contained therein): (all areas applicable to your document must be filled in) | |
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| Reference Number(s) of Documents assigned or released: | |
| Additional reference #'s on page _____ of document | |
| Grantor(s) (Last name, first name, initials) | |
| 1. _____, | _____ |
| 2. _____, | _____ |
| Additional names on page _____ of document. | |
| Grantee(s) (Last name first, then first name and initials) | |
| 1. _____, | _____ |
| 2. _____, | _____ |
| Additional names on page _____ of document. | |
| Legal description (abbreviated: i.e. lot, block, plat or section, township, range) | |
| _____ _____ | |
| Additional legal is on page _____ of document. | |
| Assessor's Property Tax Parcel/Account Number | <input type="checkbox"/> Assessor Tax # not yet assigned |
| _____ | |
| The Auditor/Recorder will rely on the information provided on the form. The staff will not read the document to verify the accuracy or completeness of the indexing information provided herein. | |

I am requesting an emergency nonstandard recording for an additional fee as provided in RCW 36.18.010. I understand that the recording processing requirements may cover up or otherwise obscure some part of the text of the original document.

_____ Signature of Requesting Party