

ADU Amnesty Permitting Process

Step 1: Submit ADU Permit

Submittal must include:

- ☐ Proof of Year Built
 - Receipts, Citations, Rental Agreement, etc.
- ☐ Detailed Site Plan
 - Utility Connections - Water, Sewer, Gas, Electric
- ☐ Floor Plan - Drawn to Scale
 - Identify Use of Rooms - Kitchen, Bathroom, Bedroom, Etc.
 - Windows & Doors
 - Plumbing Fixtures
 - Electrical Outlet Locations
- ☐ Third-Party Inspection Report (Optional)
 - It is your right to hire a third-party inspector prior to your ADU submittal - this may help identify any issues prior to submitting for a permit.

Unpermitted
ADU built
prior to
01/01/2020

Apply for ADU
Permit Online

Compliance
Inspection
Scheduled

Corrective
Actions

Final
Inspections

Step 2: Compliance Inspection

- ☐ Staff will reach out to setup an initial inspection - per applicant availability - or applicant may call/email: (559)585-2580 / permithelp@hanfordca.gov
- ☐ Compliance Inspection Conducted
 - A detailed inspection report will be issued for review with corrective actions listed and if there are any Health & Safety issues that need to be addressed.
 - A drafted set of plans may be requested - this decision is on a case-by-case basis

Step 3: Corrective Actions

- ☐ The detailed inspection report will contain all necessary corrective actions that must take place, this may require:
 - A drafted set of plans - showing all corrective actions
 - Minor corrective actions for a Final Inspection
 - Scope of Work
 - Framing Details
 - Removing small areas of sheetrock to review electrical or plumbing work
 - Corrective actions are case by case and are meant not to cause any undue burden, but must meet Health and Safety requirements
 - A new address will be assigned to any new ADU

Step 4: Certificate of Occupancy Granted - Officially Legal

- ☐ A Final Inspection is required - all corrective actions must be addressed prior to the issuance of a Certificate of Occupancy.
- ☐ Congratulations, you now have a legal ADU

