

ACCESSORY DWELLING UNIT (ADU) APPLICATION FORM



DEPARTMENT OF LAND MANAGEMENT Land Planning Division

Applicant Information:

Name: _____
Address: _____
Contact Number: _____
Email: _____

Property Information:

Lot/Block/ Tract No. _____
Municipality: _____
Zoning: ☐ "A" (Agricultural/ Rural) Zone
☐ "R1" (One Family Dwelling) Zone
☐ "R2" (Multiple Dwelling) Zone
Lot Size (sq.ft.) _____
Number of Existing Dwelling Units: _____

ADU Proposal:

Type: ☐ Attached ☐ Detached ☐ Conversion

ADU Living Area (sq. ft.): _____

Bedrooms: ☐ Studio ☐ 1-Bedroom ☐ 2-Bedroom

With Kitchen: ☐ Yes ☐ No

ADU Parking Provided: ☐ Yes ☐ No
*Minimum (1) off-street parking per dwelling unit

Required Attachments:

**Please provide 1-hard copy set and 1-digital copy uploaded onto a CD or flashdrive.*

- Site Plan: Must show existing structures, proposed ADU, and setbacks
- Floor Plan: Must show existing floor plan for primary dwelling unit, floor plan for ADU, and indicate ADU living area size
- Proof of Ownership
- Deed Restriction Form
- Parking Plan

Reference:

- Public Law 38-7: <https://guamlegislature.gov/public-laws/>



ADU Building Permit Application Review:

Prior to applying for an ADU Building Permit, the following are requirements for DLM's review:

- Approved DLM ADU application.
- Written confirmation letters from the Guam Waterworks Authority, Guam Environmental Protection Agency, and the Department of Public Works, in accordance with § 61141(b)(10), Chapter 61, 21 GCA.
- Recorded Deed Restriction.
- In accordance with § 61145 Reporting Requirements to the Municipality, Chapter 61, 21 GCA, Upon completion of an ADU, the head of household shall inform the Mayor of the affected municipality. Prior to applying for an occupancy permit, please submit a copy of the notice letter received by the Mayor.

Certification: I hereby certify that the information provided is true and correct, and that the ADU will comply with all applicable laws and regulations.

Signature: _____

Date: _____

FOR OFFICIAL USE ONLY:

Date Received: _____

APPROVED

☐

Application No.: _____

DISAPPROVED

☐

Case Planner: _____

Comments/ Remarks: