



## **TOWN OF TRUCKEE APPLICATION FORM**

### **ACCESSORY DWELLING UNIT MINI-GRANT Up to \$1,000 per ADU Funded by Measure K**

Thank you for your interest in the Town of Truckee's Accessory Dwelling Unit (ADU) Mini-Grant. Prior to filling out this application, please thoroughly review the program guidelines for this grant. Program guidelines can be found on the Town of Truckee website at [www.townoftruckee.com/ADU](http://www.townoftruckee.com/ADU). For any questions, please contact the Town of Truckee Housing Division at [housing@townoftruckee.com](mailto:housing@townoftruckee.com) or 530-582-2492.

*Note: ADU Mini-Grant recipients are eligible for the Lease to Locals Program and ADU Master Plan Reimbursement but are NOT eligible for the New ADU Creation Forgivable Loan, New ADU Construction Loan, or the Unpermitted ADU Forgivable Loan.*

#### **SECTION 1: APPLICANT INFORMATION**

Names (List full names of those listed on title)

Address of property where ADU or JADU currently exists or will be created

Mailing address (if different from above)

Phone Number

Email

Building Permit Number

Building Permit Date

Is the ADU located within the town limits of Truckee? (Not all Truckee addresses are within Town limits – [click here to check your address](#))

Yes                  No

Is your property on a septic system?

Yes                  No

If yes, have you contacted Nevada County Environmental Health about the feasibility of an ADU on your property?

Yes                  No

Does your property have a private well?

Yes                  No

If yes, have you contacted Nevada County Environmental Health about the feasibility of an ADU on your property?

Yes                  No

**SECTION 2: NEW CONSTRUCTION OR CONVERSION OF EXISTING SPACE ADUS**

*If your application is for an existing, unpermitted ADU, skip to Section 3.*

Is the ADU:

New construction                  New conversion of existing space

Where are you in the process of creating your ADU?

What is the expected timeframe for permitting and building your ADU?

Please provide a brief description of your proposed ADU (size, type, # of bedrooms, location on property, parking, entrances, kitchen, bathroom, etc.).

### **SECTION 3: EXISTING UNPERMITTED ADUS**

*If your application is for new ADU construction or new conversion of existing space to an ADU, skip to Section 4.*

Where are you in the process of permitting your ADU?

What is the expected timeframe for permitting your ADU?

Please provide a brief description of your existing ADU (existing condition, size, type, # of bedrooms, location on property, parking, entrances, kitchen, bathroom, etc.).

Provide a description of what you think it will take to bring your unit into compliance with today's development and building code requirements. If you have already gone through the permitting process, briefly describe all the work that was completed to be issued a permit:

#### **SECTION 4: SUBMISSION INSTRUCTIONS**

Please submit the completed application:

Via email to [housing@townoftruckee.com](mailto:housing@townoftruckee.com)

Via mail to Town of Truckee  
Attn: Housing Division  
10183 Truckee Airport Rd  
Truckee, CA 96161