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PLANNING

Planning is a Division of the Department of Planning & Development Services

ACCESSORY APARTMENTS

What is an accessory apartment?

An accessory apartment is defined as *an apartment containing full facilities (sleeping quarters, kitchen and bath) and on the same lot as an existing single-family residential dwelling unit*; an accessory apartment shares utilities with and is clearly subordinate to the primary dwelling unit.

In what zoning districts are accessory apartments allowed, and what limitations apply?

Only the Two-Family Residence (RS-2) and Multi-Family Residence (RM-1) zoning districts allow accessory apartments. **Only one** accessory apartment is allowed on the lot, provided it meets the conditions listed below:

- Clearly subordinate to the primary structure, and less than 900 square feet in floor area. The apartment shall account for less than 50% of the total enclosed square footage of the primary structure;
- Is owner-occupied;
- Primary structure is at least 5 years old at the time of the request for a permit; and,
- Meets all development standards generally applicable, as laid out in the Zoning Ordinance.

Are there any aesthetic requirements?

Yes, these requirements include, but are not limited to:

- Avoiding additional entrances or other visible changes on the façade facing the street;
- Any modifications to be made to the side or rear of the apartment conform to the design of the original residence;
- Exterior stairs must be placed onto the rear, or where this is infeasible, onto the side; and,
- Exterior stairs must be compatible in treatment to the primary structure.

Are there any additional requirements that I need to keep in mind?

Some additional requirements that should be kept in mind are:

- Accessory apartments and the primary residence shall share utilities. Separate meters are **not** allowed.
- One off-street parking space is required for each accessory apartment, in addition to parking required for the primary structure, and this parking space must be on the same lot.