

**ACKNOWLEDGEMENT AND AGREEMENT TO COMPLY WITH THE CONDITIONS OF AN ACCESSORY  
DWELLING  
CONDITIONS**

1. Before approval of a building permit, the property owner shall record a covenant on the property in the land records in a form acceptable to the Zoning Administrator, which identifies the accessory dwelling use and that it is subject to the restrictions imposed by the ACZO.
2. No more than three persons shall occupy the accessory dwelling.
3. The property owner must occupy either the main dwelling or the accessory dwelling as his/her primary residence; provided, however, if the property owner does not occupy one of the dwelling units as his/her primary residence, the entire property may be occupied by no more than one family.
4. Before a Certificate of Occupancy is issued for the accessory dwelling, the property owner shall file an affidavit of compliance with the Zoning Administrator in a form acceptable to the Zoning Administrator attesting to compliance with the conditions of this section, and shall re-file the affidavit of compliance whenever the following occurs:
  - (a) When any structural alterations are made to the accessory dwelling; and
  - (b) Upon change in ownership of the main dwelling.
5. The property owner shall permit annual inspections of the accessory dwelling by the Zoning Administrator or his/her designee upon reasonable notice to ensure compliance with the conditions of this section.
6. The property owner shall cooperate with the Zoning Administrator and his/her designee in ensuring compliance with conditions of this section and in the investigation of complaints of violations of this section.
7. The property owner shall advise all tenants of the accessory dwelling of the annual inspection requirement and obligation to cooperate with the Zoning Administrator in ensuring compliance with the conditions of this section.
8. Accessory uses shall not be allowed in the accessory dwelling except home occupations, including accessory homestay, as permitted and regulated in the ACZO §12.9.11 and §12.9.12.
9. Failure to comply with the conditions in the ACZO §12.9.2 will result in revocation of the Accessory Dwelling Permit and of the Certificate of Occupancy for the accessory dwelling by the Zoning Administrator. Revocation of the Accessory Dwelling Permit and Certificate of Occupancy shall be effective after:
  - (a) A finding by the Zoning Administrator of violation;
  - (b) Notice with 30-day opportunity to correct the violation; and
  - (c) A finding by the Zoning Administrator after 30 days that the violation has not been corrected.
  - (d) Notwithstanding (a)-(c) above, if more than three violations of the provisions in the ACZO §12.9.2 are found to exist by the Zoning Administrator within a one-year period, the Accessory Dwelling Permit may be revoked.

**CERTIFICATION**

By signing below, I acknowledge that I am entering into an agreement with the Zoning Administrator certifying that I will comply with the requirements for an Accessory Dwelling, per the ACZO §12.9.2. I certify that I am the bona fide resident of the premises identified above; I have read and understand the above conditions; and I can and will comply with each condition without exception. I consent to the use of e-mail for communication with the Zoning Administrator and/or their designee concerning my Accessory Dwelling. I further certify all the information is complete and correct to the best of my knowledge and belief.

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*