



CITY OF EAST PALO ALTO

PLANNING & HOUSING DIVISION

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GUEST HOUSE (Article 4, Section 18.48.110)

1. What is a guest house?

A guest house is an attached or detached structure that provides additional living area to a residence, but is separate from the main house (no internal circulation with the main residence). A guest house shall be clearly subordinate and incidental to a main residence on the same building site.

2. Guest House Development Regulations

- Upon submittal of an application and notice package for a guest house, a written notice of application shall be sent to each of the adjacent property owners as shown by the latest assessment roll of the County of San Mateo.
- **Minimum Lot Size** – 5,000 square feet
- **Setbacks** – Standard setback applies and for attached structures and setback for accessory structures applies for detached structures
- **Maximum Size** – 600 square feet of gross floor area
- **Maximum Height** – one story/15 feet
- **Number of Units** – One guest house is allowed per lot
- **Bathroom** – Permitted
- **Parking** – A guest house is considered a bedroom and must meet off street parking requirements.
- **Utilities** – No separate utilities, stubbing of gas, water or sewer lines are not permitted
- **Location** – Close proximity (if detached) to the principal residence (while meeting all setback requirements)
- **Design** – Visually compatible with the main residence and surrounding houses

3. Restrictions

- Guest houses are intended for limited sleeping and living purposes, but not for independent living purposes, permanent residential use, or rental purposes.
- A guest house cannot have cooking or kitchen facilities (a bathroom is permitted). The prohibition regarding kitchen and cooking facilities includes stoves, hot plates, microwave ovens, toaster ovens, utility or kitchen sinks, and garbage disposals (this includes wet bars).
- An annual inspection of the approved guest house is required. An hourly inspection fee will apply per the master fee schedule.
- A guest house shall be a permanent detached structure or an attached structure that does not have internal circulation with the primary dwelling.
- Maximum of six (6) linear feet of counter space (excluding counter space in a bathroom)
- Maximum of eight (8) square feet of cabinet space (excluding clothes closets)
- Deed restriction shall be recorded stating the regulations applicable to the guest house.

4. What are the requirements for off-street parking?

Note: Covered parking is not required

PARKING		
Standard	Requirement	Code Section
Tandem Parking	Permitted (min. 20' driveway)	6118
Compact Parking Size	8'x16'	
Standard Parking Size	9'x18'	
Covered Parking	Not required. Minimum of 18'x18' interior wall to wall	

0 to 1 bedroom	1 parking space	6119
2 to 4 bedrooms	2 parking spaces	
5 to 6 bedrooms	3 parking spaces	
More than 6 bedrooms	1 additional parking space for every bedroom above 6	

5. My property is located in the flood zone. Are there any other requirements for a guest house?

Yes. An **appraisal report, elevation certificate, and detailed cost estimate** shall be submitted per the EPAMC15.52 requirements of 50% or more of the value of the structure (Floodplain Management). Please follow regulations set forth in EPAMC15.52 for Floodplain Management. For more information, please contact the Planning Division.