

Memo

To: Town of Century Town Council

From: Eric Christianson, Planner, Emerald Coast Regional Council

Cc: Dave Murzin, Town Manager; Carrie Moore, Town Clerk

Date: July 20, 2026

Re: Draft ADU Ordinance

Purpose

Following the Council workshops on June 2, June 16, and July 14, 2026, the Council has now provided direction on all twelve policy questions identified in the May 19, 2026 memo. This memo summarizes the direction received and presents the complete draft ordinance for the Council's review. Once the Council has reviewed the draft, the next steps are: (1) legal review by the Town Attorney, and (2) an impact report prepared by ECRC examining how this ordinance change may affect the Town. The Council will have the opportunity to make changes after receiving both before any adoption hearings.

Summary of Council Direction

Land use categories. At the July 14th meeting, the Council directed staff to draft the ordinance to allow ADUs on residential properties in the Low Density Residential, Medium Density Residential, Rural Residential, and Mixed Use Future Land Use categories. As noted in prior memos, the Comprehensive Plan's authorization is clearest in the Low and Medium Density Residential categories. The Rural Residential and Mixed Use categories lack equivalent explicit language, and the Town Attorney's review of this question will be an important part of the legal review step. The ordinance included in this memo is drafted per Council direction with all four Future Land Use categories included, subject to that review.

Attached or detached. The Council directed that both attached and detached ADUs be permitted. Detached ADUs must maintain a minimum separation of 10 feet from the principal dwelling.

Maximum size. The Council confirmed a flat maximum of 700 square feet.

Utility connections. The Council directed that separate utility connections be required for all ADUs, both attached and detached. This is consistent with Section 42-48 of the Town's existing code, which requires separate connections and meters for each residential unit, and generates tap fee revenue for the Town. An attached unit that shares utilities with the principal dwelling is not an ADU, it is simply an expansion of the existing home and is regulated as such. The presence of separate utility connections is what distinguishes an ADU from a home addition.

Items for which the Town Council had previously provided feedback include: the name change from Accessory Apartments to Accessory Dwelling Units; permitting a maximum of one ADU per lot; conforming lots only; setbacks of 5 feet (for attached) and 10 feet (detached) measured from the roofline; one dedicated off-street parking space; no design standards; no variances permitted; and a revised purpose statement addressing the Fair Housing Act concern.

Next Steps

Upon the Council's confirmation of this draft: (1) the draft ordinance will be sent to the Town Attorney for review and legal advice; (2) ECRC will prepare an impact report summarizing how this ordinance change may affect the Town. After receiving this feedback, the Council will have a further opportunity to comment and make changes before any adoption hearings.

Staff remains available to answer questions and to support the Council in moving this process forward.

ATTACHMENT: Draft Ordinance — Town of Century Accessory Dwelling Unit Ordinance

DRAFT — FOR DISCUSSION PURPOSES ONLY — NOT FOR ADOPTION

ORDINANCE NO. ____-2026

AN ORDINANCE OF THE TOWN OF CENTURY, FLORIDA, AMENDING SECTION 90-81 OF THE TOWN'S LAND DEVELOPMENT CODE TO ESTABLISH STANDARDS FOR ACCESSORY DWELLING UNITS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town of Century finds it in the public interest to provide additional housing options for residents while protecting neighborhood character and remaining consistent with the Town's adopted Comprehensive Plan; and

WHEREAS, the Town's existing Accessory Apartment Ordinance (Section 90-81) provides limited housing options and has been a source of confusion; and

WHEREAS, the Town Council finds that revising Section 90-81 to allow Accessory Dwelling Units subject to clear objective standards is in the interest of the public health, safety, and welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CENTURY, FLORIDA:

Section 1. Amendment to Section 90-81

Section 90-81 of the Town of Century Land Development Code is hereby amended to read as follows:

Sec. 90-81. Accessory Dwelling Units.

(a) Purpose.

The purpose of this section is to allow accessory dwelling units as an additional housing option within residential areas, supporting housing availability and multigenerational living arrangements while maintaining the character of residential neighborhoods.

(b) Definition. For purposes of this section, an accessory dwelling unit (ADU) is a secondary residential unit located on the same lot as a lawfully established principal dwelling, providing living facilities including sleeping space and sanitary facilities, and served by separate utility connections as required by subsection (c)(7). An attached unit that shares utility connections with the principal dwelling is not an accessory dwelling unit and shall be regulated as an expansion of the principal dwelling.

(c) Standards.

Accessory dwelling units may be allowed subject to all of the following requirements:

(1) Land Use Categories. Accessory dwelling units may be permitted on residentially developed properties within the Low Density Residential, Medium Density Residential, Rural Residential, and Mixed Use future land use categories.

(2) Principal Dwelling Required. An accessory dwelling unit may only be established on a lot where a lawfully established principal dwelling already exists.

(3) Number. No more than one accessory dwelling unit shall be permitted on any lot.

(4) Minimum Lot Size. An accessory dwelling unit shall only be permitted on a lot that conforms to the current minimum lot size requirements for the applicable land use district. Legal nonconforming lots shall not be eligible for an accessory dwelling unit.

(5) Attached or Detached. An accessory dwelling unit may be attached to or detached from the principal dwelling. A detached accessory dwelling unit shall maintain a minimum separation of ten (10) feet from the principal dwelling.

(6) Maximum Size. An accessory dwelling unit shall not exceed 700 square feet of gross floor area. An accessory dwelling unit shall not exceed the gross floor area or the height of the principal dwelling.

(7) Utility Connections. Each accessory dwelling unit shall have separate water, sewer, and electrical connections and meters, consistent with Section 42-48 of the Town's Code of Ordinances, and shall pay all applicable connection and tap fees.

(8) Setbacks. Setbacks for accessory dwelling units shall be measured from the roofline of the structure to the property line. Attached accessory dwelling units shall maintain minimum 5-foot side and rear setbacks. Detached accessory dwelling units shall maintain minimum 10-foot side and rear setbacks. All accessory dwelling units shall be located to the rear of the principal dwelling and shall not be located within the front yard.

(9) Off-Street Parking. One off-street parking space shall be provided for the accessory dwelling unit in addition to the parking serving the principal dwelling. This space may be accommodated within an existing driveway provided the driveway is of sufficient size to serve both units without blocking access to the public right-of-way.

(d) No Variances. No variations, adjustments, or waivers to the requirements of this section shall be allowed in order to accommodate an accessory dwelling unit.

Section 2. Conflicts.

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 3. Severability.

If any section, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date.

This ordinance shall take effect upon passage and adoption.

