

Shed Permit Information

The following items are required at the time of permit submittal. All required paperwork and documents shall be included at the time of submittal, or the submittal will not be accepted:

- Building Permit Application
- Two (2) sets of drawings showing the details of the shed
- One (1) copy of the contract / proposal from the contractor performing the work (if applicable)
- Shed Location Worksheet
- Two (2) copies of the plat of survey showing the location of the shed. The distance to the side and rear lot lines must also be shown.

Please allow ten (10) working days for the permit application to be reviewed and approved. A staff member will call you when your permit is ready to be picked up and paid for.

Fees:

- **Shed Permit Fee:** \$49.00 to be paid when the permit is picked up.
- **Re-inspection Fee:** \$95.00 to be paid prior to re-inspection if an inspection has failed.

Inspections:

The applicant / homeowner is responsible for scheduling all required inspections with our office. The following is a list of inspections, which shall be required for your project:

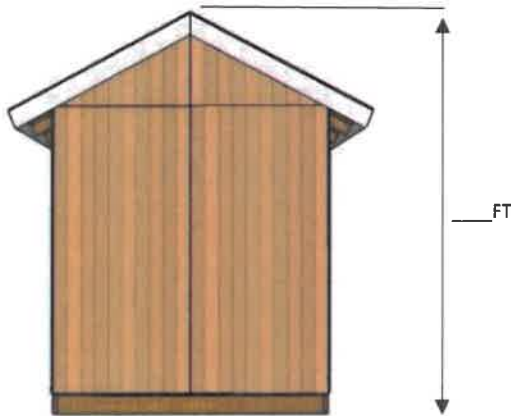
- **Final Inspection**

General Comments:

- A minimum 24-hour notice is required when scheduling any inspection.
- Compliance with the indicated codes, ordinances, and inspections required.
- No more than two (2) accessory buildings shall be permitted on a single zoning lot.
- No detached accessory building shall be located:
 - In any required front or corner side yard.
 - Within five (5') feet of any rear or interior side lot line.
 - On or within any designated easement.
 - Within ten (10') feet of the principal building on a lot.
- The yellow permit card must be displayed during construction and must be visible from the street.

Shed Location Worksheet

Please indicate the distance from the proposed shed to the lot lines as shown below. Sheds must be a minimum of 5' from the rear or interior side lot line and shall be a minimum of 10' from the principal building on the lot. They cannot be located in any easement. Sheds are not allowed in front or corner side yards. **Please also indicate the dimensions of the shed.**



Indicate the height of the shed from the bottom to the highest point on the roof.

