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Building Permit
Inspection Scheduling
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Guide for Constructing Residential Accessory Buildings

Building Permits

Building permits are required to construct accessory buildings over 120 square feet. A building permit application shall include:

1. Site plan (showing the distances from shed/garage to property lines)
2. Shed/Garage plan shall include:
 - a. Overall dimensions
 - b. Wall construction (height, stud spacing, sheathing, and exterior finish)
 - c. Roof construction (pitch, spacing, rafters or truss, and exterior finish)
 - d. Elevation (including overall height of the structure above floor slab)
3. Completed Residential Building Permit Application including estimated cost and all contractors.

Size Limitations

The maximum number of accessory buildings is limited to 2 with the overall gross area of all accessory buildings not to exceed 1,000 square feet. Sidewall height is limited to 12 feet; overall peak height shall not exceed 20 feet; and 10 feet is the maximum overhead door height. Height and area limitations may be increased by approval of the Common Council and issuance of a Conditional Use Permit.

Accessory Building Design

Any accessory building over 35 square feet shall be secured to a foundation. Storage sheds are permitted to have a treated wood platform, while buildings large enough to store a motor vehicle shall have a minimum 4" concrete slab over 4" of granular fill. The thickened slab edge shall be sufficient to support the loads of the structure. Anchor bolts shall be provided, 1/2" minimum diameter with 7 inches embedded in concrete, 6 feet on center and within 18 inches of all corners. Accessory buildings that will have storage within the roof system shall have storage or room trusses designed by the truss manufacturer or ceiling joists designed to carry the additional loads. The accessory building exterior shall match the principal building.

Location

All accessory buildings, regardless of size, shall be a minimum of 10 feet from the principal building and are prohibited from being closer to a public street than the principal building. The distance accessory buildings are setback from other property lines vary by location.

Electrical

All outlets, including outlets for overhead door openers, shall be GFCI protected.

Inspections

1. Foundation Inspection: Required before placement of concrete.
2. Framing and Electrical Inspections: Prior to covering up.
3. Building Final: Once all work is completed.