

# Accessory Buildings Requirements

## Application Procedure

1. **Complete Application** ( Accessory Structure, ..... [3] )
  
2. **Submit Two Copies of Your Plot Plan**
  - A. **Show Lot Size Dimensions**
  - B. **Show All Existing Structures**
  - C. **Show Dimensions to Property Lines & Each Structure**
  - D. **Show Proposed Accessory Building Location**  
( Side yard –same as zoning district, max.35% of rear yd.)
  - E. **Show Dimensions From Accessory Building To Lot Lines & Other Structures** (min. 4 feet to rear property line and within the side yard setbacks, min six (6) feet from main structure and a maximum mean height of 15 feet).
  - F. **Draw to Scale**
  
3. **Submit Two Sets of Building Plans. Show Construction Details, Materials, Elevations (at least front & side) & a Section Thru the Structure Showing Construction Details. Plans Should Be To Scale.**

**\*\*\* If Purchasing a Kit or a Pre Built Accessory Building \*\*\***  
**Submit two Copies of the brochure showing the accessory building you are purchasing. This would be In place of drawing plans above.**

**ACCESSORY BUILDING "ZONING" CHECKLIST**

**Address** \_\_\_\_\_

Zoning District \_\_\_\_\_

Lot - **Interior**  or **Corner**

Lot Dimensions (Width) \_\_\_\_\_ X (Depth) \_\_\_\_\_

**FRONT YARD SETBACK** required for zoning district - \_\_\_\_\_ Feet

**REAR YARD DIMENSIONS** (width) \_\_\_\_\_ X (depth) \_\_\_\_\_ = \_\_\_\_\_ SQ. FT.

Required Zoning **Side Yard Set Back** - \_\_\_\_\_ Ft.

Accessory Building Sq. Ft. (Length) \_\_\_\_\_ X (Width) \_\_\_\_\_ = \_\_\_\_\_

Divide Accessory Building Sq. Ft. by Rear Yard Sq. Ft. to get Rear Yard Percentage  
Accessory Building % of rear yard coverage - \_\_\_\_\_%

**ORD. 10-03 AC CMS**

Is the Rear Yard Coverage " <u>LESS</u> " than 35%	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the Distance to Dwelling " <u>MORE</u> " than 6 feet.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the Required Side Yard Set Back the " <u>Same</u> " or more for district	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the Maximum Height 15 feet or " <u>LESS</u> " (Mean Height)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a Required Principal Building	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**IF a Corner Lot** – No closer than allowed for "Front Set Back" NA/Yes  No

**All Answers are required to be YES to be approved for zoning before submitting for permit.**