



Munis ID # \_\_\_\_\_  
Munis Rec.# \_\_\_\_\_  
Munis Permit # \_\_\_\_\_

### Planning and Development

## Residential Accessory Building Application

Applicant \_\_\_\_\_ Owner \_\_\_\_ Tenant \_\_\_\_  
Project Address \_\_\_\_\_ Phone \_\_\_\_\_  
Property Owner \_\_\_\_\_ Phone \_\_\_\_\_  
Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_  
Contractor Address \_\_\_\_\_ HL License # \_\_\_\_\_  
Size of Structure \_\_\_\_ x \_\_\_\_ = \_\_\_\_\_ s.f. x \$30/ s.f. = \$ \_\_\_\_\_  
Fee \$ \_\_\_\_\_ Purpose of Structure \_\_\_\_\_

1. Accessory Buildings must be located in rear yard ONLY, no front or side yard installations are permitted.
2. Accessory Buildings cannot be more than twenty (20) feet in height, or more than one story, except on double frontage lots where they shall not exceed 12 in height, provided that for every one (1) foot the Accessory Building is moved closer to the Principal Building it may be increased one (1) foot in height, not to exceed a maximum of fifteen (15) feet in height, nos. 5 and 6 below notwithstanding.
3. Accessory Buildings may not be used for any form of occupation.
4. The size of Accessory Buildings cannot collectively exceed fifty (50) percent of the square footage of the primary structure (house) and shall not collectively cover more than 20% of the rear yard.
5. Accessory Buildings must be located more than ten (10) feet from the main structure.\*
6. Accessory Building required rear and side setbacks are five (5) feet from property lines/fences.
7. If the Structure is to include any electrical or plumbing fixtures of any type, appropriate permits must be submitted prior to commencement of any construction.
8. Framing, electrical and plumbing inspections are required for all construction work.

**Application MUST include a site drawing or survey showing the location of property lines, required setback lines, the primary structure (house), fences, and the location of the proposed Accessory Structure.**

**NOTE! If the structure is located within 10 feet of the residence (main or primary structure) it will be considered an Addition to the residence and will be subject to the Codes and Ordinances governing Residential Structures.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

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Permit Fee\* \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ Card \_\_\_\_\_ Receipt #: \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **Permit #:** \_\_\_\_\_

\*Permit Fees are not refundable