

Accessory Structure Permit Submittal Requirements

_____One (1) completed building permit application form.

_____Two (2) sets of the proposed building plans showing design, materials, and scale.

_____ Two (2) copies of a Certificate of Survey indicating the location of the structure.

Or Two (2) copies of a site plan, allowing the proposed structure meets all the required setbacks by at least 2 times. Site Plan must be drawn to scale and indicate the lot dimensions, the location and ground coverage area of existing structures and the location and area of the proposed structure as well as the setbacks from all property lines.

Building Plans must show the following:

| Overhead and Elevation | Size of building | Sidewall and overall height |
|---|--------------------------------|------------------------------------|
| Foundation and footings (Size, Depth, Reinforcement, Anchor Bolts, Etc.) | | |
| Framing: including walls, headers, trusses/rafters, etc. (Lumber Type, Size, Spacing, Specifications, Etc.) | | |
| Finish Materials (Roofing, Siding, etc.) | *Note: Metal roofing/siding re | quires a Certificate of Compliance |

Certificate of Survey/ Site Plan must show:

Size and location of all existing structures, septic sites, wells, etc.

Size and location of proposed building

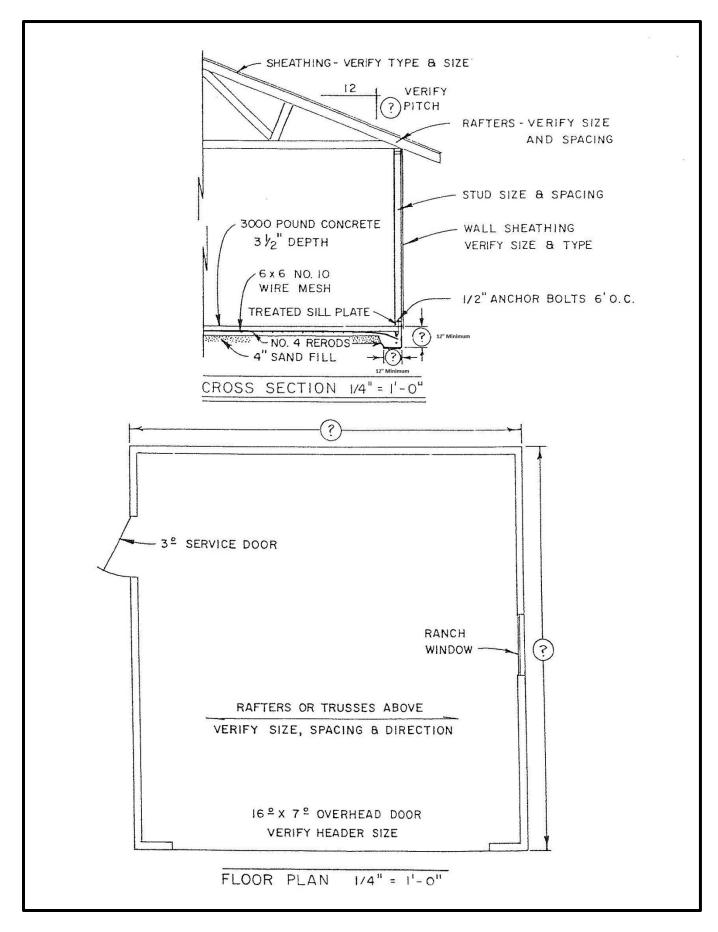
Distances to property lines (Setbacks) including: Sides, Rear, and Front

Provide Scale.

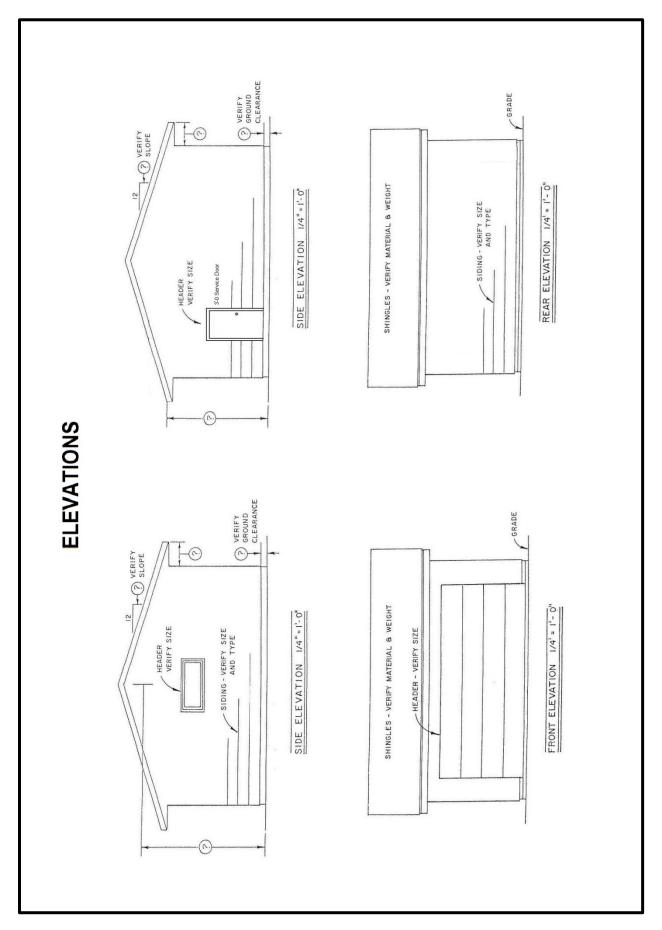
*Requirements such as: minimum setbacks, maximum allowable total footprint square footage, sidewall heights, architectural standards, etc. can be found in the City Zoning Ordinance; Section 1030.020.

SEE ATTACHED PLAN EXAMPLES

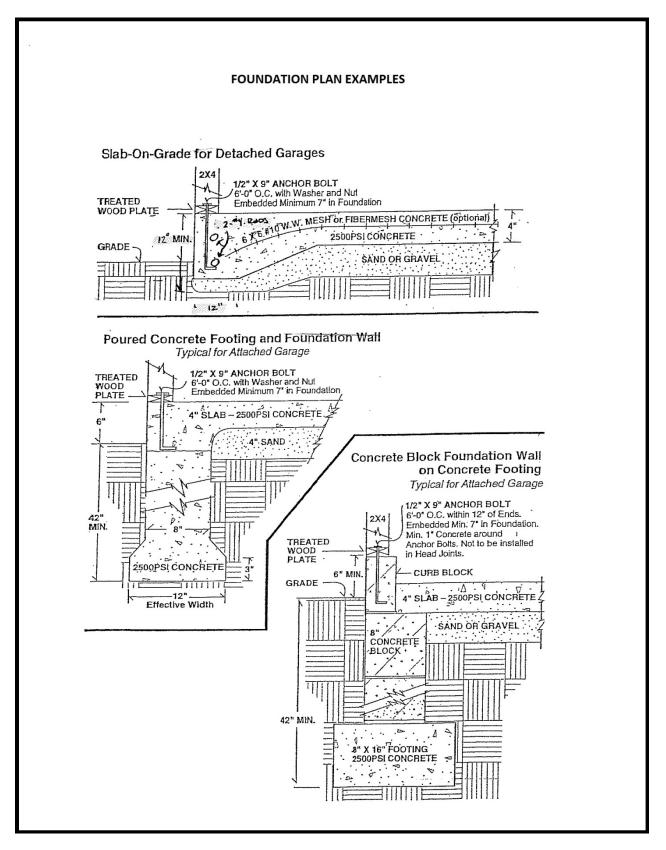
FRAMING



ELEVATION



FOUNDATIONS



*NOTE: Wood foundations may also be allowed.