



## **Residential Shed - A 3-step process to obtaining a shed permit**

### **STEP 1 – Understand the General Rules pertaining to accessory shed structures:**

Chapter 12 of the Code of Ordinances and the Zoning Ordinance regulate sheds. These documents may be viewed at [www.sjcity.com](http://www.sjcity.com). If your shed is over 200 sq. ft. then a regular Building Permit is required. Below are the basic regulations for sheds that must be followed:

- All dimensions must be measured to the drip line (eave);
- Maximum building height of a shed is fourteen feet (14'), see the definition of Height in the Zoning Ordinance to understand how it is measured;
- Sheds may not be installed within the front yard(s) setbacks;
- The minimum distance from lot line to a shed is five feet (5');
- The minimum distance from a principal structure (house including any attached deck or stairs) to a shed is ten feet (10');
- The maximum rear yard lot coverage is 33% (structures under a roof, decks 6 inches above grade and the proposed shed footprint);
- Total Lot Coverage is based on a percentage allowed in each respective zoning district.



### **STEP 2 – Determine your property boundaries/lines and create a Site Plan showing the following items:**

It is the owner's responsibility to know where your property lines are. If you are unsure you might need to contact a land surveyor to find the exact boundaries. Do not assume your property is located at the edge of the sidewalk or alley pavement – look for monument markers near the corners. All dimensions are based on the drip line of the structure (eave). In some cases additional information may be requested of the applicant. A Site Plan must include the following:

1. Dimensions of the property;
2. Location and dimensions of all existing structures (house, shed, fence, garage, stairs and decks above 6", etc.) with corresponding distances to the lot lines;
3. Location of the driveway and the adjacent street(s) and alleys;
4. Proposed location of and dimensions of the shed, with distances to the lot lines and existing structures;
5. Calculation of proposed lot coverage and proposed rear yard coverage;
6. Include the type of construction, height and dimensions of the proposed shed.



### **STEP 3 - Complete the Permit Application.**

Complete a shed permit application (copies available at [www.sjcity.com](http://www.sjcity.com), i.e. use the building permit form, or at City Hall in the foyer area) and attach it to your Site Plan. This permit costs \$40 (cash or check). Your application will be reviewed and once it is approved the permit will be mailed to you. To avoid potential problems do not start any work until a permit is issued to you. Please allow ten business days for processing. Working without a permit will result in a penalty fee being charged.