

Follow these 6 Steps . . .

1 Find out if your proposed shed/ accessory building meets the size and placement requirements.

Size

- A shed/accessory building must be smaller than your house.
- The maximum area of all accessory buildings, including sheds, on a property is 10% of the total lot area but no more than 1,000 square feet. There are exceptions.
- The maximum size of an individual accessory building is 576 square feet in TR Zoning districts and 800 square feet in other zoning districts.
- Accessory buildings **cannot** cover more than 50% of your required rear yard area.
- Open space and lot coverage requirements may limit the size of your accessory building. These requirements vary depending on the zoning district.
- The maximum height of an accessory building is 15 feet measured from the ground to a point midway between the eave and top of the roof. The accessory building cannot exceed the height of the house.

Placement

- Accessory buildings must be at least 3 feet away from your house or other structure.
 - Accessory buildings cannot be closer than 3 feet from a rear lot line or 3 feet from a side lot line if located behind the rear plane of the house.
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- An accessory building placed at the side of your house requires a greater setback from the side lot line. Generally between 5 and 7 feet of space is required. Your zoning district determines the side yard setback distance.
- Call or visit the Building Inspection Office for assistance in determining the rear yard if your lot is on a corner or is irregularly shaped.

2 With these requirements in mind, make an 8 1/2 x 11 inch drawing (site plan) drawn to scale showing your house, shed/ accessory building, and any other structures on the property. Also show the driveway, sidewalks, patios, and other impervious surfaces. Label the property and building dimensions, the distances from all lot lines, and the distances from all other structures. Using a scale of 1"=20' or 1"=16' usually works best. **City Zoning staff can review your site plan to help you determine where you can build your shed/accessory building and the size you can make it.**

3 Apply for a permit. You need a building permit for any shed/accessory building that you can stand inside. Even sheds that are built elsewhere and moved to your yard and prefab sheds require a permit. Come to the Building Permit Counter and apply for the permit.

Bring in the following information, and we will set up your permit in the computer system.

- Bring 2 copies of the 8 1/2 x 11 inch site plan you made in Step 2.
- You also need 2 sets of the construction detail plans. You do not need construction plans for sheds less than 150 square feet in size.

Staff will review your plans for completeness and zoning compliance while you wait. For simple projects, your plans can be reviewed and a permit issued during your visit to the Permit Counter. More complex projects may take up to 5 working days for review.

4 Pay the fee and receive your permit. The City charges for building permits to cover the cost of plan review and on-site inspections. The fee for the permit is based on the square footage of the shed/accessory building. Staff will calculate your project's exact fee once they have approved your plans. A fee schedule is available at the Permit Counter. For sheds less than 150 square feet, there is no building review charge, but a \$25 fee for zoning review applies.

5 Start the work authorized by your permit. Be sure to display the permit sign where it can be seen from the street for the duration of construction.

6 Call for an inspection. When your permit is issued, Permit Counter staff will tell you when an inspection is required and the name and phone number of the Building Inspector for your area.

On-site inspection of your shed/accessory building during construction to assure your shed is properly located.

It is your responsibility to schedule all required inspections during and after construction.

Need Help?

At any time during the planning or construction of your shed/accessory building, call or visit the Building Inspection staff. We are happy to answer your questions and suggest solutions to your problems.

Phone:

Building Inspection Division: 608.266.4551

Fax:/Web:

Fax: 608.266.6377

<http://www.cityofmadison.com/developmentcenter/>

E-mail: bldginspect@cityofmadison.com

Location:

City of Madison Building Inspection Division
Madison Municipal Building
215 Martin Luther King Jr. Blvd., Ste. LL-100

Mailing Address:

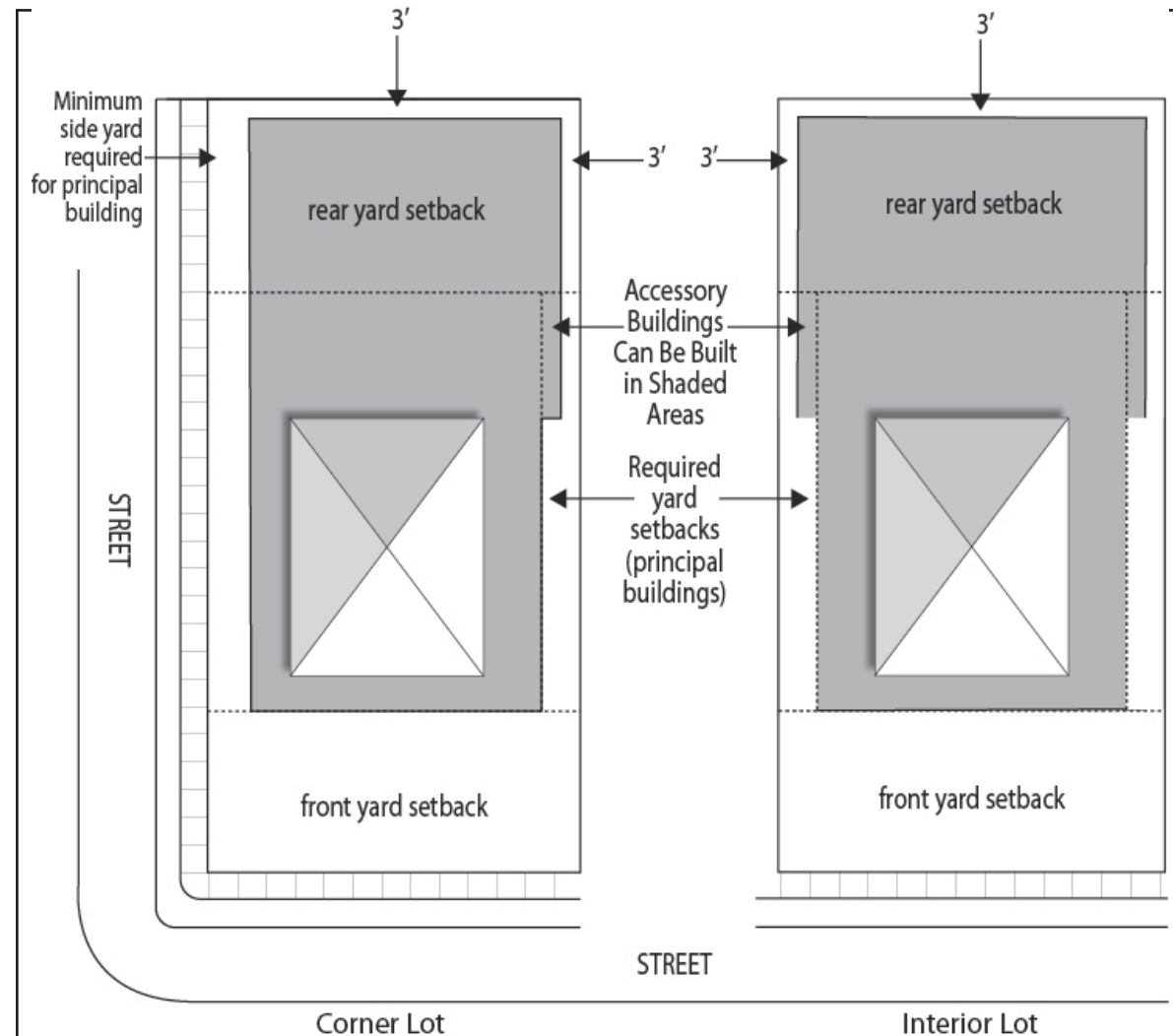
City of Madison Building Inspection Division
P.O. Box 2984
Madison, WI 53701-2984

Smart Builder Tips

- Check with the Register of Deeds office for deed or plat restrictions prior to construction. Building Inspection does not have this information.
- Store materials inside your shed, not outside it.
- Be sure to anchor the shed so the wind does not blow it over.
- Sheds built on raised platforms need wire hardware cloth between the ground and the bottom of the shed to keep out rodents while allowing air to circulate.
- Build in good security. Install strong locks and latches at the time of construction.
- Not all pressure treated (green or brown) lumber is rated for ground contact. Foundation posts must be suitable for ground contact.
- Metal sheds may cut and nick you during construction. Wear leather gloves while erecting a metal shed.

March 25, 2013

Where to Place Your Shed



**Yard setbacks vary from lot to lot. Check with Zoning Staff about your particular lot.*

Corner lots or irregularly shaped lots will have different front, side and rear setbacks than the lot shown on the right. Draw your site plan to scale (1" = 20') and contact Zoning for help in placing your structure.

Show all structures with dimensions and distance from property lines, Show the driveway, sidewalks, patios, or other impervious surfaces.

Yard Improvement Series...

Sheds/ Accessory Buildings



Department of Planning & Community
& Economic Development