

Storage Shed Review Checklist

A permit application will not be accepted unless all of the following items are submitted or completed with:

1. Submit completed application form filled out with all pertinent information including the specific type of project and signed by applicant.
2. Plan review fee of \$100 shall be paid at the time of the application is submitted.
3. Site Plan – Five (5) copies are required. Site plan shall be drawn to a scale of 1/8"=1'-0" or 1"=10'-0".

The following information must be shown or noted on the plans:

- a. North Arrow.
 - b. Footprint of residence.
 - c. Show property lines, utility easements, building setbacks, fence lines, adjacent properties, and street.
 - d. Any other pertinent existing improvements.
 - e. Show location of the proposed storage shed and complete dimensions.
 - f. Show all existing trees and canopies on the lot.
4. Provide a color brochure of the proposed storage shed with complete technical information and dimensions.
 5. The definition of a storage shed is the following:
 - a. One that is over 6'-0" in height.
 - b. One that you can walk into.
 - c. One that is larger than 15 sq. ft. , but not larger than 80 sq. ft.
 - d. One each per property.
 6. The definition of a cabinet style storage shed is the following:
 - a. One that is under 5'-0" in height.
 - b. One that is larger than 15 sq. ft.
 - c. Not more than two per property.
 7. All storage sheds shall maintain a 3'-0" minimum setback from all fences and/or side and rear property lines.
 8. The setback areas shall have landscape screening that shall include evergreen plant materials that will completely screen the shed from view.
 9. All shed walls, trim and roof shall match the house in color as closely as possible.

10. All sheds shall not exceed the maximum height of 7'-6" to the top of the ridge or high point of the roof.

11. All sheds visible from the street, adjacent lots, or common area shall be screened completely from view by a fence or a landscape element to meet the requirements. See item 8 above.

12. No composition roofing is allowed on any shed.

13. Storage sheds are not allowed outside the property line.