



## SHED CONSTRUCTION GUIDE

### Application and Required Approvals

Bring copies of the following documents to our office and apply for approval. If the shed is less than 200 square feet for residential and 120 square feet for commercial use, a building permit is not required.

1. Two (2) complete sets of construction documents and site plans.
2. Application completed and signed by applicant. To complete the application, you will need all project information including Street No. & Name and your parcel ID (contact the Auditor's office, 732-7150).
3. Applicable fees paid.
4. Flood plain determination and/or Flood Plain Development Application.
5. Provide a Zoning permit or Letter of Approval from your local Township or Village.
6. Private/On-Site System - If property has septic or cistern, obtain approval from the Health District.

We will review your plans by 11:00 a.m. the first business day after your submittal. Call the office after 11:00 am to verify plans were approved. If there are corrections to be made you will need to return to our office and pick up your drawings along with the correction list. Drawings will need to be corrected and returned to our office for review.

Plans from a lumber supplier, or computer generated plans are acceptable if you have added or included all dimensions, spacing, lumber species, sizes and spans, and any other needed information on the line drawings.

### Plans Required (2 complete sets)

**Site Plan** Show distances to other structures and from property lines. A shed must be 5'.0" minimum from property lines (unless fire rated). A site plan prepared by a licensed engineer or surveyor is NOT required in most cases.

**Elevations**

Footer/Foundation Plan or tie-down plan if no foundation

Structural cross section/framing details

### Design Requirements

Foundations shall be 30" deep to resist frost. The minimum depth requirements may be reduced to 18" when using a monolithic footing/foundation /floor system. Light frame buildings under 600 square feet do not require 30" deep foundations but shall be anchored in an approved method.

### Required Inspections

**Footing inspection:** If necessary, inspection will be made after excavation, but before concrete.

**Final Inspection:** When project is complete.