

Shed, Gazebo & Pergola Guidelines

Accessory to residential structures of Use Groups R-2, R-3, R-4 & R-5

Permit Requirements –

- Pergolas/Sheds 200 square feet or less in area, 10 feet or less in height which do NOT contain water, gas, oil or sewer connections require a Zoning Permit ONLY
- Pergolas/Sheds greater than 200 square feet, 10 feet in height or containing water, gas, oil or sewer connections require Construction Permit and Zoning Permit
- Gazebos require a Construction Permit regardless of size and height.
- A construction permit for electrical or plumbing work shall be required, when applicable.

If your project is subject to a Home Owners Association review, a copy of the HOA approval must be included with your Construction Permit Application.

Submit: Completed Construction Permit Application – UCC FORMS PRINTED FROM THE INTERNET OR COPIES OF UCC FORMS MUST BE SUBMITTED SIGNED AND SEALED AS REQUIRED. UCC FORMS MUST LEGIBLE AND NOT HAVE OFFICE ONLY SECTIONS BLACKED OUT

- Building Subcode technical section
- Electric Subcode technical section (if applicable)
- Plumbing Subcode technical section (if applicable)
- 2 copies of the plans (if structure is to be built on site) or 2 copies of the brochure indicating construction, style and size (if purchased to be delivered to site).

Gazebos 200 sq. ft or less must be anchored to the ground to prevent wind uplift.

Pergolas/Gazebos/Sheds greater than 200 sq. ft and not more than 600 sq. ft: require footings, which are a min. 12" in depth. Greater than 600 sq. ft: require full depth footings.