



## **GENERAL INSTRUCTIONS FOR A SHED**

### **Need to submit:**

1. Building permit application filled out completely, including cost of job (page 3).
2. Plat of survey showing the location of the shed, dimensions of shed, distances from shed to lot lines, and distance from shed to the primary structure.
3. Building plans or drawings for construction and assembly of shed. (For pre-built sheds, a brochure with the shed to be built may be sufficient for review.)

Include the following:

- a. Square footage of shed
  - b. Height of shed
  - c. Floor system information (if stick-built)
  - d. Manufacture information for pre-built shed
4. Impervious Surface Worksheet (page 2).

### **All sheds shall comply with the following:**

1. A shed shall not exceed 144 square feet of floor area.
2. A shed shall not exceed 15 feet in height (measured from the surrounding grade to the highest point of shed).
3. A shed is permitted in the rear yard only.
4. Only one shed is permitted per lot.
5. A shed shall be placed a minimum of 5 feet from the property line.
6. A shed shall be placed a minimum of 10 feet from the primary structure.
7. For corner lots, a shed shall be placed behind the building set back line for the corner side yard.
8. A shed can be placed in an easement if the following conditions are met:
  - a. The shed is not placed on a concrete surface.
  - b. The owner shall be responsible for moving the shed and any cost associated with moving the shed if, for any reason, the shed needs to be moved for work to be completed within that easement.
9. No shed shall be constructed of such height or in such a manner as to interfere with the access of light or air to any house or place used for permanent habitation.

**Note to applicant:** Contact your Homeowner's Association before you begin work. The Village of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



**IMPERVIOUS SURFACE WORKSHEET**  
**INCLUDE WITH PERMIT APPLICATION**

Residential lots have a maximum impervious surface coverage requirement. “Impervious Surface” refers to surfaces that alter the natural course or rate of absorption of stormwater, and may include, but is not limited to, principal structures, accessory structures, decks, walkways, paved parking lots, and paved driveways.

To assist staff in calculating the impervious surface of your property, please provide the below information with your permit application:

Impervious Surface Type	Impervious Surface Area (sq ft)	
	Existing	Proposed
Building Footprint (including attached garage)		
Driveway		
Walkways		
Decks, Porches, Patios		
Swimming Pools, Hot Tubs		
Detached accessory structures (sheds, gazebos, garages)		
Other		
<b>TOTAL</b>		



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RECEIVED \_\_\_\_\_  
 ENTERED \_\_\_\_\_  
 APPROVED \_\_\_\_\_  
 CONTRACTOR REG. \_\_\_\_\_  
 COMPLETE \_\_\_\_\_

# Building Permit Application

Permit No. \_\_\_\_\_

<b>CUSTOMER/OWNER INFORMATION</b>	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
<b>CONTRACTOR INFORMATION</b>	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

**Approximate Construction Cost (Including Labor): \$** \_\_\_\_\_  
 \*\*\*All permit applications require supplementary documents for each permit request\*\*\*

<b>EXISTING &amp; NEW STRUCTURE REQUESTS</b>	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	<b>CHICKEN COOP &amp; TENT</b>	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent
<b>COMMERCIAL &amp; NEW HOME REQUESTS</b>	<input type="checkbox"/> Single Family Residence <input type="checkbox"/> Senior Housing <input type="checkbox"/> Two Family Residence (Duplex) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Multi-Family Residence • (No. Units _____) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Demolition <input type="checkbox"/> Commercial/Industrial Building (NEW) <input type="checkbox"/> Commercial/Industrial Remodeling (Build outs) <input type="checkbox"/> Fire Protection: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Alarm <input type="checkbox"/> Ansul <input type="checkbox"/> Storm Water Connection <input type="checkbox"/> Right of Way	<b>Square Footage of All Areas</b>	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ <b>Total</b> _____
	<b><u>New Residential Only</u></b> No. of Bedrooms _____ No. of Baths _____	<b><u>New Construction Only</u></b> No. of Tenant Spaces _____ No. & Sizes of Water Connect _____ _____	

**Certificate:**

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

Permit Approved By: \_\_\_\_\_ Date: \_\_\_\_\_