



Procedure for Building Permits for Garages/Sheds/Accessory Structure in Residential Areas

A building permit IS REQUIRED to build/put any shed/accessory building on your property.

At any time during the planning or construction of our shed/accessory building, you can call the Town Hall or speak with a Building Inspector. The Town Halls hours are Monday, Wednesday, Thursday 7:00 a.m. until 4:00 p.m. and Tuesday 7:00 a.m. until 5:00pm. We are closed on Friday. The phone number for the Town Hall is 920.451.2320.

Process Overview

1. Determine Zoning

Before building or placing a garage/shed or accessory structure on your property, you will need to determine if the zoning restrictions on your lot allow for a garage/shed or accessory building.

You can find the zoning for your property on Sheboygan County's website:

<http://shebco.maps.arcgis.com/apps/webappviewer/index.html?id=44fb4a709488468eba803fa07b9e3d29>

2. Determine any restrictions

Is your project subject to any subdivision covenants or any other restrictions? (Your home owner's association, developer or real estate broker may be able to assist you with this determination. The Town does not have any of this information.) The Sheboygan County Deeds office may be able to help you. The phone number is 920.459.3023.

3. Find out if your proposed Garage/Shed/Accessory building meets the size and placement requirements.

For a single-family residence: A garage/shed/accessory use structure shall not exceed 1500 square feet. Accessory square feet includes any structure you do not live in. This could be attached garages, detached garages, gazebos, sheds or carports.

For parcels or lots five (5) acres or greater in area, private garages, car ports or accessory use structures shall not exceed three thousand (3,000) square feet.

No structures will be permitted in any required front yard. If your lot is on a corner, it is considered to have two "front yards" (yards that abut a street).

No part of any detached structure shall be located closer than five (5) feet from any side or rear property line, nor closer than ten (10) feet to any main building, unless it is attached to or forms a part of such main building.

The maximum height that your garage/shed/accessory structure shall not exceed twenty (20) feet in height.

If you are attaching a garage or putting an addition on to the existing attached garage, please call the Town Hall to speak about what is needed for the application.

4. Apply for a permit

You need a permit to build or put any garage/shed/accessory structure in your backyard. You will need to complete the building application:

http://www.townofsheboygan.org/Building_Permit_7-2017.pdf

- Submit a site plan. Make a drawing of your entire lot showing all existing and proposed structures. Show the dimensions of the lot, the shed, the house and any other structures. Also show the distances from the shed to the lot lines and the distance to all other structures. The site plan must be drawn to scale.
- Submit a foundation plan or written description. Indicate the specifications for the concrete slab; thickness, grade beam, reinforcement, building anchors, etc.
- Submit a construction plan that includes:
Dimension of the detached accessory building, type of construction and height of sidewalls, roof pitch, truss plan or size and spacing of rafters, material and size for header and beams, dimension of the overhang, door size (overhead and service) window size.
- For purchased kits please provide copies of any information you have.

5. Associated Permits

If demolition of an existing garage/shed or accessory building is required, you will need a raze permit. If you are installing electrical service and fixtures, you will need an electrical permit.