



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

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

At any time during the planning or construction of your garage/shed/accessory building, you can call Safebuilt at 262-346-4577 or e-mail: [hartfordinspections@safebuilt.com](mailto:hartfordinspections@safebuilt.com)

### 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.

\*Specific Regulations: An accessory building or accessory use includes, but is not limited to the following, provided however, that all accessory buildings and accessory uses must also be incidental to the main building or the dominant use of the premises and be located on the same premises and be in compliance with applicable district regulations.

1. Private one-story garage, carport and all accessory use structures shall not exceed the following limitations:
  - a. For a single-family residence on lots or parcels of less than two (2) acres: All garage and accessory use structures shall not exceed a total of one thousand five hundred (1,500) square feet.
  - b. For a single-family residence on lots or parcels of two (2) acres or greater, but less than five (5) acres: All garage and accessory use structures shall not exceed a total of two thousand two hundred fifty (2,250) square feet.
  - c. For a single-family residence on lots or parcels of five (5) acres or greater: All garage and accessory use structures shall not exceed a total of three thousand (3,000) square feet.
  - d. The Town Board may approve accessory use structures that exceed the limitations provided above by conditional use permit pursuant to the procedure and standards set forth in Section 6 of this code.
2. No structure is 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 ten (10) 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.

[Building Permit Revised 2021](#)

### **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:

- 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. (Per Town of Sheboygan Ordinances, a shed or building for storage shall be constructed on a 4" concrete slab and the walls shall be located down with at least 3/8" bolts embedded in said concrete.)
- Submit a construction plan that includes:  
Dimension of the garage/shed or 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.

### **4. 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.

**\*Updated 09.15.2020** -Ordinance repeal and recreation section 10.8 (c ) of the municipal code of the Town of Sheboygan defining the allowable square footage of accessory use structures