

Permit Requirements:

A building permit is required to build or replace an accessory structure.

How to Apply:

Information necessary when applying for a building permit:

- Application for permit
- 2 sets of construction plans (only required for structures over 120 sq ft)
- Site plan, drawn to scale or survey; indicating the placement of the accessory structure in relation to the property lines
- Show location and dimensions of existing structure(s)

Construction Plans:

- Floor Plan - indicating proposed size, window and door openings, header sizes over openings, size, spacing and direction of rafter material.
- Cross Section - indicating footage and floor design, wall and roof construction and materials used.
- Elevations - front and side view indicating height of structure.
- If truss roof system is to be used, submit 2 copies of a stamped pre-engineered truss design from manufacturer.

Permit Fees:

Fees vary based on the value of the structure.

Processing your application:

The application is reviewed for compliance with land-use and building code regulations. Notes will be made on the plan for your information. When the

application is approved, your permit is ready to be picked up.

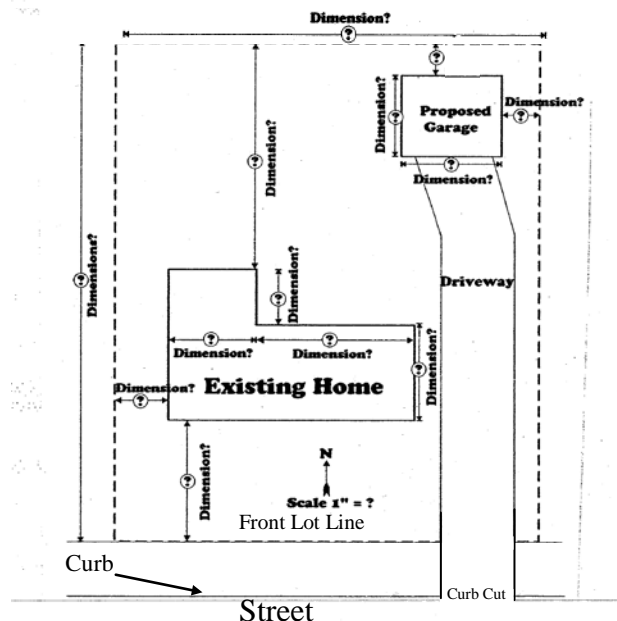
Required Inspections:

- Foundation (slab) prior to pouring concrete (if applicable)
- Framing (before siding and roofing), for structures greater than 120sq ft
- Final
- Additional work, such as electrical or heating, require additional permits and inspections. Permits can be acquired at City Hall.
- Call the inspection line @ 651-490-4685 to schedule the inspection.

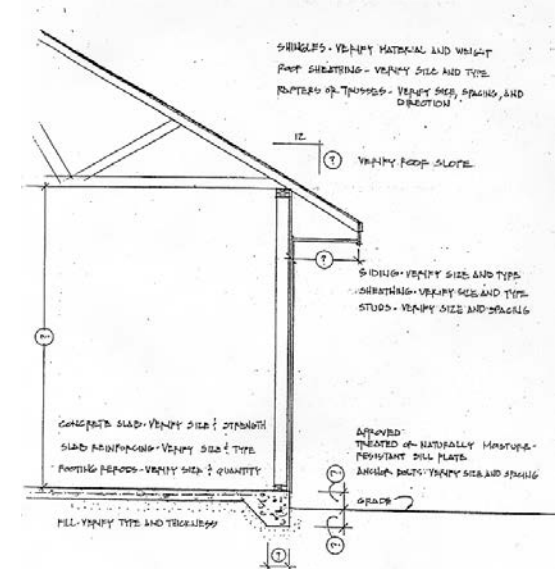
Electrical Information

- Electrical permits may be acquired at City Hall
- Electrical inspections can be arranged 7-8:30 a.m. Monday through Friday by calling (763) 754-2983

Sample Site Plan



Sample Construction Plan: (Cross Section)



General Code Requirements:

- Max 40% lot coverage
- Detached accessory structures are permitted in side and rear yards only
- 5 ft side yard setback
- 10 ft rear yard setback
- Total floor area of all accessory structures, attached and detached, shall not exceed 1200 sq ft or 90% of the foundation area of dwelling, which ever is less
- No detached structure shall;
 - ❖ Have side wall height greater than 10 ft
 - ❖ Have peak height greater than 18ft
 - ❖ Exceed the height of the dwelling
- Contact a member of the planning staff for assistance in site planning and to ensure compliance with City regulations

Attached Garage (proposed or existing):

- Floor area cannot exceed 1000 sq ft or 80% of the foundation area of dwelling, which ever is less
- Two detached structures are permitted. Total floor area can not exceed 150 sq ft, may increase to 288 sq ft with a conditional use permit.

Detached Garage (proposed or existing):

- Floor area cannot exceed 750 sq ft or 75% of the foundation area of dwelling, which ever is less
- A second detached structure is permitted
- The floor area for the second detached structure shall not exceed 150 sq ft, may increase to 288 sq ft with a conditional use permit.

Building Code Requirements:

- Wood foundation supports shall be pressure treated material, including floor
- Foundations may be a floating slab
- Foundation on soils free of organic material
- Provide approved anchor bolts 6 ft on center or other approved method
- Minimum 6 inches wood earth separation
- Bottom wall plates shall be treated
- Caulk and flash openings
- Ice and water protection required
- Exterior improvements must be complete within 180 days from issuance of permit (City regulation)



CALL GOPHER STATE
ONE BEFORE DIGGING!!
651-454-0002

Contractors:

The City of Shoreview recommends the use of contractors licensed by the Minnesota Department of Commerce and to use the hiring guidelines outlined by the Minnesota Department of Labor and Industry. For useful information about how to select a contractor, how to solicit bids, and what to include in a contract, go to:

http://www.doli.state.mn.us/rbc_hiringcontractor.html

Disclaimer:

This brochure is intended for informational purposes and is not legally binding. Please review the City's municipal code for the required standards.

****NOTE:** Your property may also be subject to private covenants or restrictions which regulate driveways on your property. It is your responsibility to determine whether or not the proposed driveway complies with any private covenants or restrictions

PERMIT ESSENTIALS: ACCESSORY STRUCTURES

(Detached garages, sheds,
gazebos, etc)

City of Shoreview
Community Development Department
4600 North Victoria Street
Shoreview, MN 55126
(651) 490-4680
Inspection Line: (651) 490-4685
Fax: (651) 490-4696
www.ci.shoreview.mn.us
(online information available)

