

PERMIT ESSENTIALS: ACCESSORY STRUCTURES/BUILDINGS

This handout is for informational purposes and is not legally binding. Please review section [107.67](#) of the city code for more information.

PERMIT REQUIRED

A permit is required to build or replace an accessory structure or building up to 200 sq. ft. Accessory structures and buildings can be larger depending on several factors. Contact city staff for more information.

HOW TO APPLY

Submit the following information:

- [Zoning permit application](#)
- Building plans, including:
 - Elevation to verify size and height requirements
 - Proposed exterior finish
- Site plan
 - Drawn to scale or survey
 - Shows approximate location of accessory structure in relation to property lines and existing structures
 - Shows locations and dimensions of existing structures
- Construction plans if needed

ADDITIONAL RESOURCES

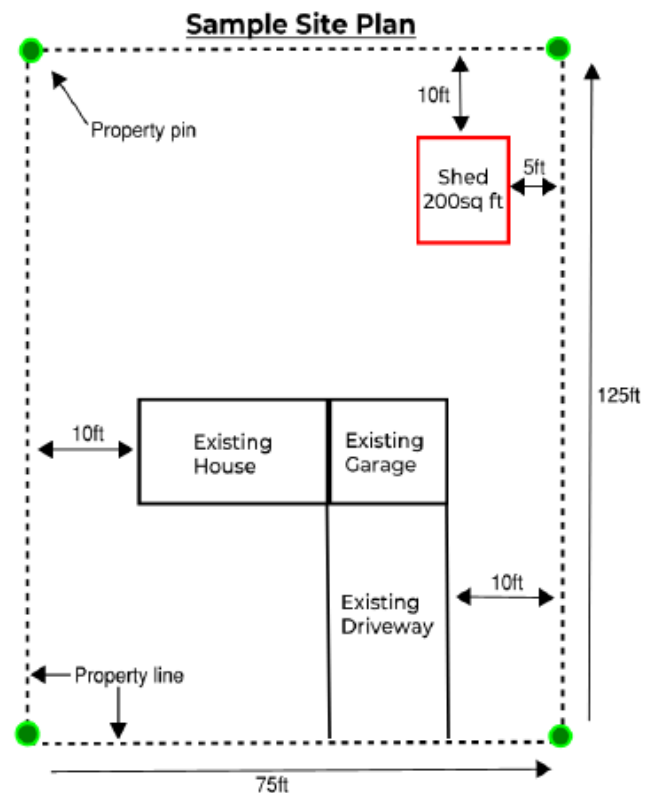
To assist in preparing your site plan, you may reference [Ramsey County's Interactive Property Map](#). This tool can help identify approximate property boundaries, lot dimensions, and nearby public infrastructure.

PERMIT FEES

- Up to 200 sq. ft.: \$49
- Larger than 200 sq. ft.: based on valuation
- Additional fees if electricity is involved

PROCESSING YOUR APPLICATION

The application is reviewed for compliance with land-use and building code regulations. Staff will make notes on the plan for your information. Once approved, you can pay for and pick up your permit.



REQUIRED INSPECTIONS

Call 651-490-4680 to schedule the following inspection:

- Final inspection after installation
 - Property corners must be identified and visible

CONSTRUCTION PLANS

Required for structures 200 sq. ft. or larger

- Floor plan showing:
 - Proposed size
 - Window and door openings
 - Header sizes over openings
 - Size, spacing and direction of rafter material
- Cross Section showing:
 - Footage and floor design
 - Wall and roof construction
 - Materials used
- Front and side view elevations showing structure height
- Stamped pre-engineered truss design from manufacturer if using truss system

GENERAL CODE REQUIREMENTS

- Two detached accessory structures are allowed
 - Total floor area cannot exceed 200 sq. ft.
- Detached accessory structures are permitted in side and rear yards only
- Minimum setbacks:
 - Side yard - 5 ft.
 - Rear yard - 10 ft.
- Property corners must be located, exposed, and verified at final inspection
- Total floor area of all accessory structures, attached and detached, is dependent on lot size
- No detached structure can:
 - Have a side wall greater than 10 ft. tall
 - Have a peak height greater than 18 ft.
 - Be taller than the house

MISCELLANEOUS INFORMATION

Your property may also be subject to private covenants or restrictions which regulate accessory structures on your property.

QUESTIONS?

Shoreview Community Development Department
4600 Victoria Street N | Shoreview, MN 55126
651-490-4680 or [email Zoning and Planning](#)

