PERMIT REQUIREMENTS FOR ACCESSORY BUILDINGS

PERTAINS TO DETACHED GARAGES

- Copy of survey within ten years showing all existing structures and accessory structures drawn to scale and plotted on survey.
    - Surveys reduced in size are not accepted.
- Completed development permit application, signed by property owner (need original signature).
- Adequate construction drawings drawn by applicant or provided by contractor. Construction drawings require floor plan, cross section, & elevations. Show all dimensions and measurements of materials used.
- Fee submitted with application: See Fee Schedule.
- Accessory structure must be located behind the house and no closer than 5' from rear property line and equal to the sideyard setback for the zoning district for which the property is located. Department staff can assist you on which zoning district you are located in. Buildings less than 100 square feet may be placed no closer than 5' to the sideyard property line. Buildings over 100 square feet must match the existing finish of the home.
- Structures are to be built to withstand 50lbs ground snow load and wind load of 90 mph.
- Pending on type of structure, construction inspection may vary; ask staff for schedule of inspections.
- Any electrical that is to be installed must be inspected by an approved electrical inspection agency:
    - Atlantic-Inland Inc 315-532-0110
    - Commonwealth Electrical Inspection Service Inc. 315-427-4864 & 315-440-4070
    - The Inspector, LLC 315-240-1573
- A final inspection must be conducted on the completed structure. Owner must call in final inspection request. An affidavit must be completed for the final certificate.
- Please read Section 192-98 “Accessory Buildings” of the Town Zoning Ordinance for further information on setbacks, heights, sizes and exterior finishes.
- Development permit must be visible from the street.