



## WHAT YOU NEED WITH YOU

- ▶ Quick Permit Application.
- ▶ Permit fee. Please refer to the building permit fee chart.
- ▶ Plat of survey or site plan showing the locations, dimensions, and set backs of all existing and proposed improvements. All sheds must be located a minimum of four feet from any other building. Setbacks from property lines vary by zoning districts.
- ▶ Elevations of the shed.

## WHAT YOU SHOULD KNOW

- ▶ No work can begin prior to a permit being issued.
- ▶ All projects are subject to zoning approval.
- ▶ A shed is defined as an accessory structure no larger than 150 square feet consistent in style with the primary structure on the property.
- ▶ If the property is located in the Historic District, a Certificate of Appropriateness (COA) is required.
- ▶ Many subdivisions have private covenants and restrictions which supersede City zoning requirements. The City does not enforce covenants and restrictions. It is recommended that property owners check with the homeowner's association prior to commencing any work.
- ▶ A pre-pour inspection may be scheduled as an option. This extra inspection can help verify the location of the patio prior to installation and could eliminate the need for major corrections.
- ▶ Before you dig to install your fence, contact JULIE at 1-800-892-0123 to locate utility lines.
- ▶ A final inspection is required upon completion of the work. Contact the City of Elgin to schedule the inspection.

## REQUIREMENTS

### 1. **Materials:**

- a) All accessory structures and buildings must be consistent in appearance with the residence located on the property. The roof and the siding need to match the house. In all residence districts, accessory buildings shall be constructed in a manner consistent with the roof type (gable, gambrel, hip, mansard, etc.) used on the principal building(s) on the zoning lot. If there exists more than one roof type on the principal building the predominant roof type shall be constructed on the accessory building. A minimum one hundred percent (100%) of each street facing wall surface and a minimum fifty percent (50%) of all other wall surfaces shall be constructed with exterior building materials compatible with the materials used on the principal structure.

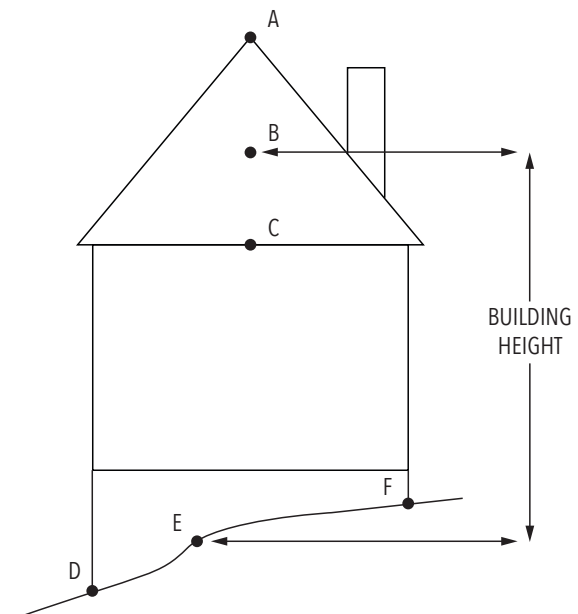
### 2. **Easements:**

- a) Sheds must be located outside of any/all easement areas. However, it is the homeowner's responsibility to contact all utility companies and the City of Elgin to locate possible underground lines and cables within the easements and proposed shed location. The property owner must allow access to the easement area by the City of Elgin or utility company working within the easement. Homeowner assumes all responsibility for any damage that may occur as a result of the City or utility company working within the easement. Sheds placed near drainage easements shall be installed so as to not impede the flow of storm water.



4. **Foundations - any one of the following foundations is acceptable:**
  - a) A concrete slab at least 4 inches thick is an acceptable foundation with a 4" minimum compacted gravel base. Anchor bolts or other approved methods may be used to secure the shed firmly to the slab. All wood in contact with the concrete must be pressure treated in accordance with AWPA or be decay-resistant heartwood of redwood, black locust, or cedar. Minimum wall framing must consist of 2 x 3 studs at 16 inches on center.
  - b) A concrete pier foundation with treated wood posts, beams and floor joists with mechanical connections is an acceptable foundation.
  - c) A gravel base with code-approved tie-downs is an acceptable foundation.
5. **Wall and Roof Construction:**
  - a) Shed walls and roofs must be designed to withstand all natural forces such as wind, rain and snow.
  - a) Minimum wall framing must consist of 2 x 3 studs at 16 inches on center.
  - b) Minimum roof framing must consist of 2 x 4 joists and rafters at 16 inches on center.
  - c) Minimum concrete pier foundation must consist of 2x10 floor joists and 16 inches on center.
  - d) Wall sheathing must be 3/8" thick, roof sheathing 5/8" thick, and floor sheathing 3/4" thick at the foundation.
6. **Building Height:**
  - a) Building height" means the vertical distance measured from the established average grade at the foundation to the highest point of the underside of the ceiling beams, in the case of the flat roof; to the deck line of a mansard roof; and to the main level of the underside rafters between the eaves and the ridge of a gable, hip, or gambrel roof. Chimneys, spires, towers, elevator penthouses, tanks, and similar projections other than signs shall not be included in calculation the height. The calculated building height maximum is 15 feet and the structure must not be taller than the home located on the property.

- a) Point A is the ridge of the roof.
- b) Point B is the average level of the underside of the rafters between the eaves and the ridge of the roof.
- c) Point C is the underside of the rafters at the eave.
- d) Point D is the minimum grade at the foundation.
- e) Point E is the average grade at the foundation.
- f) Point F is the maximum grade at the foundation.



Call J.U.L.I.E. before you dig!  
Dial 8-1-1 or 800-892-0123 to locate utility lines.