

Permit #

**SHED BUILDING PERMIT**

INFORMATION TO BE PROVIDED BY OWNER OR OWNER’S AUTHORIZED AGENT

**PROJECT**

|  |
| --- |
| Physical Address: |
| Legal Description(optional): |
| Description of Work (to include material to be used): |
| Estimated Value of Work:  |

**APPLICANT/CONTRACTOR**

|  |  |
| --- | --- |
| Owner: | Phone:  |
| Mailing Address: |  |
| Contractor: | Phone: |
| Mailing Address: |  |
| Subcontractor: | Phone: |
| Mailing Address: |  |
| Authorized Agent if different from owner: | Phone: |
| Signature of Owner or Agent: | Date: |

**FOR USE BY CITY**

|  |  |  |
| --- | --- | --- |
| Date Received: | Permit#: | Zoning: |
| Permit Fee: | Fee Paid(Check#/Cash): | Date Paid: |

**Town of Cokeville**

**Shed Building Permit Checklist**

 **Please complete/verify:**

* The Shed Building Permit is Complete
* All Contractors and Subcontractors have obtained a Town of Cokeville Business License
* All utility locates have been requested prior to any digging (call 811 for locates)

**TO OBTAIN A SHED PERMIT:**

 Submit a complete and signed Shed Building Permit

 Attach a site plan illustrating proposed Shed Location (see below)

 Pay applicable fee ($40.00) to the Town of Cokeville

 Receive Town Approval (from staff appointed by the Mayor and Town Council)

 Shed is defined as a structure that is less than 250 Square Feet and used for the purpose of housing animals, or storage of equipment (ex. Lawn & Garden supplies, green house, Decorations, wood)

 Shed will be inspected by the Town Staff to ensure compliance with application and Town ordinance.

**YOUR SITE PLAN ILLUSTRATION MUST INCLUDE:**

 Site Plan can be on 8 ½ x 11 graph paper (can be hand drawn) or

 Property boundaries and dimensions, the house, and the location of the shed

 Setback distances Sheds shall maintain a minimum of five (5) setback from side and back property lines and a minimum of twenty (20) feet set back from front property line. On corner lots no sheds shall interfere with the unobstructed view of vehicular or pedestrian traffic for twenty (20) feet from the corner of the intersection or roadway

 Location and dimension of the proposed Shed Location (Sheds must be located WITHIN your property)

 Location of other structures on the property (i.e., garages, fences, etc.)

 Location of utility easements (if known)

**It shall be the responsibility of the property owner to locate all property lines and corners for the permitting of the construction, erection, or placement of all sheds. It is highly recommended that you hire a professional land surveyor to locate property corners and mark property lines to ensure the shed is within your property. The Town only reviews zoning ordinances and setbacks. Applicants are responsible for verifying property ownership, utilities, and easements.**

**SHED PERMIT FAQ**

When is a Shed permit required?

A shed permit is required for any structure that is 250 square feet or less for the storage of animals or equipment.

If the shed is bigger than 250 Square Feet a Building Permit is required with review from the Planning and Zoning (which meets the Monday prior to Town Council, permits are due one week prior).

How do I figure square footage?

Length X Width

Examples

8ft. X 10ft. = 80 square feet, 10ft. X 12ft. = 120 square feet, 12ft. X 14ft. = 168 Square Feet, 14 X 14 = 196 Square Feet, 10 X 25 = 250 Square Feet

What is the cost of a Shed permit?

$40.00

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