

**CITY OF GREENFIELD**  
**INSPECTION SERVICES DIVISION**  
**ACCESSORY STRUCTURE PERMITS**  
**STORAGE SHEDS, GAZEBOS, DETACHED GARAGES**

**APPLICATION REQUIREMENTS**

1. Draw to scale, on a copy of an as-built survey, the location of the proposed accessory structure. Office staff may be able to provide you with a copy of a survey for your property, if one is available. There is a charge for the copy.
2. Submit one (1) copy of survey and one (1) copy of construction plans together with a building permit application for review and fee calculation. In addition, homeowner shall provide square footage footprint for any existing accessory structures.
3. Construction plans at a minimum should show: A plan showing all outside and height dimensions of building, elevations, cross section view showing rafter size and spacing, joist and stud size and spacing, header sizes, roof pitch, and concrete slab information. A general picture of building is only acceptable for storage sheds.
4. A separate electrical permit is required for any electrical work.

**ZONING ISSUES**

1. Accessory Uses and Structures. Accessory uses and structures are permitted in any zoning district but not until the principal use or structure is present or under construction on the lot or parcel. Residential accessory uses and structures shall not involve the conduct of any business, trade or industry. Accessory uses include incidental repairs, storage, parking facilities, gardening, servants, owners, itinerant agricultural laborers, watchmen's temporary quarters, not for rent, decks, private swimming pool, and private emergency shelters.
2. Location and Maximum Area. No part of an accessory building shall be within the front yard. No part of an accessory structure shall be located within a required side yard or rear yard, except:
  - a. Required minimum distance from Alley Right-of-Way. When an alley exists, no part of an accessory building shall be closer than five (5) feet to the right-of-way line of said alley.
  - b. Area of Accessory Building (except garages). That this shall not prohibit the erection of two (2) accessory building (except garage) not exceeding two hundred fifty (250) square feet in area each to be no closer than two (2) feet to the side and rear lot lines and 10 feet to any principal structure.
  - c. Area of Garage. R-1 and R-2 single family lots only one of the accessory buildings may be a garage up to 1,000 sq. ft. and in R-2A, R-3 and R-3A single family lots one garage up to 800 sq. ft. R-4, R-4A and R-4B duplex lots both accessory structures may be garages up to 600 sq. ft. or if single family lot one garage up to 800 sq. ft. The 1,000 sq. ft. garage may be 17 foot high in lieu of the 15 foot maximum height for 800 sq. ft. garages.
3. Time of Construction. No accessory buildings or structure shall be constructed on any lot before the start of construction of the principal building to which it is accessory.
4. Percentage of Available Rear Yard Occupied. No accessory buildings (s) or structure(s) shall occupy more than forty (40) percent of the area of an available rear yard.

5. Height of Accessory Buildings and Structures (including Garages) in Required Rear Yards. No accessory building or structure or portion thereof, located in a required rear yard shall exceed the maximum permitted height of the zoning district in which the accessory building or structure is located. Typically fifteen feet.
6. No slab required for accessory buildings of 250 square feet or less in area. Accessory buildings of two hundred fifty (250) square feet or less in area (excluding trash and garbage waste receptacles, or dumpsters, in the MFR-1, MFR-2, MFR-3, PUD and all nonresidential zoning districts) shall not require a concrete slab foundation. If a concrete slab foundation is not provided for such accessory building, the flooring shall be constructed of decay resistant wood and the building shall be securely anchored to the ground. If a concrete slab is provided, it shall be solid poured Portland cement concrete.
7. Maximum Number of Accessory Structures (including garages) Per Lot. The following regulations shall apply (also see Section 21.03.0206 regarding the maximum number of principal buildings on a zoning lot):
  1. The maximum number of accessory structures per zoning lot in the R-1, R-2, R-2A, R-3, R-3A, R-4, R-4A and R-4B Districts shall be two (2) accessory structures per zoning lot, except in R-1, R-2, R-2A, R-3 and R-3 A only one of the accessory structures can be a garage.
  2. The maximum number of accessory structures per zoning lot in the MFR-1, MFR-2, MFR-3, C-1, C-2, C-3, C-4, C-5, O, BP, M-1, I, PR, and PUD Districts shall be determined by the Plan Commission at the time of the site plan review.

#### **CODE REQUIREMENTS:**

1. Electrical service drop conductors passing over the roof of an accessory structure shall leave a vertical clearance of eight (8) feet. A clearance reduction to three (3) feet shall be permitted if the slope of the accessory structure roof exceeds four (4) inch to twelve (12) inch.
2. Provide a minimum of eight (8) inches by eight (8) inches thickened slab around the perimeter of an accessory structure using a concrete slab.
3. Provide uplift restraint where walls meet slab and also where trusses are used.

#### **INSPECTIONS REQUIRED:**

Slab form inspection prior to pouring slab.

Final inspection when completely finished.

Electrical inspections when applicable shall include trench, rough and final inspections.

**INSPECTION SERVICES DIVISION**  
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