

# Accessory Building Requirements

## General Information

A permit is required for all accessory buildings. **EXCEPT:** for accessory buildings less than 120 square feet in floor area.

- No accessory building shall be erected within ten (10) feet of any other building, except detached residential garages may be located within five (5) feet of the main dwelling and shall not encroach in any required front yard and may not occupy more than thirty percent (30%) of the rear yard.
- No accessory building shall be erected or placed within five (5) feet of any side or rear lot line and shall not encroach upon any easement.
- For accessory buildings attached to the house the rear setback is the same as the required rear setback for the house Note: Alley pavement and/or sidewalks are not the location of the property line.
- No accessory building can be higher than the main structure and in no case be in excess of eighteen (18) feet in height

## Submittal Requirements

Permits may be applied for in the Community Service Department at 128 N. Dallas Ave. Wilmer, TX. 75172.

The following items must be submitted for review:

- Building Permit Application
- Two (2) copies of a property survey or aerial view showing location of the accessory building and setback dimensions to property lines and structures.
- Drawing or photo of the accessory structure and materials that will be used to build.

## Permit Fee

- Subject to the City's current Master Fee Schedule
- Subject to double fee and citation if work commences prior to permit issuance.

## Required Inspections

The inspection request line number is (972) 441-4472. This is an automated line available 24 hours a day.



# Accessory Building Permit

**Permit Type:**

- Shed (Includes Pergolas, Arbors, Greenhouses, Garage, etc.)
- Carport
- Patio Cover

**Please indicate if any of the following work will be done:**

- Concrete
- Electrical
- Plumbing Mechanical

**Size of Accessory Building:**

\_\_\_\_\_ (length of building in feet) X \_\_\_\_\_ (width of building in feet) = \_\_\_\_\_ square feet of building

**Are there any other accessory buildings on the property?** Yes          No

If yes, how many? \_\_\_\_\_ What is the total combined square footage of the buildings? \_\_\_\_\_

*NOTE: Combination of all accessory buildings may not occupy more than 30% of the rear yard.*

**Height of Building:** \_\_\_\_\_ **Value of Construction:** \$ \_\_\_\_\_

Cannot be higher than the main structure and in no case be in excess of eighteen (18) feet in height.

**Will the accessory building be:**

- Attached                  Detached

**Distance from house:** \_\_\_\_\_ feet **Distance from rear property line:** \_\_\_\_\_ feet

No accessory building shall be erected within ten (10) feet of any other building, except detached residential garages may be located within five (5) feet of the main dwelling and shall not encroach in any required front yard and may not occupy more than thirty percent (30%) of the rear yard. No accessory building shall be erected or placed within five (5) feet of any side or rear lot line and shall not encroach upon any easement. For accessory buildings attached to the house the rear setback is the same as the required rear setback for the house Note: Alley pavement and/or sidewalks are not the location of the property line.

**Distance from all other structures on property:** \_\_\_\_\_ feet \_\_\_\_\_ feet \_\_\_\_\_ feet

**Distance from nearest side property line:** \_\_\_\_\_ feet.

Side Setback no accessory building shall be erected or placed within five (5) feet of any side

All accessory buildings are required to resist a wind load of 115 mph. Please indicate how you will comply.

**Sheds, Garages, Workshops, Greenhouses, etc.**

Anchor the building to a concrete foundation using J-bolts at no more than 6 feet on center or use a Simpson HTT5 hold down or equivalent at each corner (Min concrete depth of 12 inches is required).

Install piers and anchor the building to the piers (Min 30 inches deep and 12 inches in diameter) using a Simpson HTT5 or equivalent.

Anchor all corners using helical anchors designed to resist a force of at least 850 pounds.

Sealed plan from a Texas licensed engineer is attached.



# Accessory Building Permit

## Patio Covers and Carports

Anchor all posts with a Simpson CBS/CBSQ Column Base or equivalent.

Is any part of the property located in a floodplain?    Yes                      No

Floodplain permit #: \_\_\_\_\_ Date: \_\_\_\_\_

A Site Plan or Aerial view indicating all structures on the property, including the new proposed accessory building must be included with this permit application. The site plan must show the distance the new accessory building will be from all existing structures and the distance it will be from all property lines.

**Property Owner:**

**Email Address:**

**Phone #:**

**Other Contact:**

**Construction Contractor:**

**Email Address:**

**Phone #:**

**Other Contact:**

**Concrete Contractor:**

**Email Address:**

**Phone #:**

**Other Contact:**

**Electrical Contractor:**

**Email Address:**

**Phone #:**

**Other Contact:**

**Plumbing Contractor:**

**Email Address:**

**Phone #:**

**Other Contact:**

*I have carefully read the completed application and know the same is true and correct and hereby agree that if a permit is issued, all provisions of the City ordinances and State laws will be complied with, whether herein specified or not. I am the owner of the above property or his/her duly authorized agent and as such hereby agree to comply with all property restrictions. Permission is hereby granted to enter premises and make all necessary inspections. I understand that if the information in this application is not correct or complete, any permit may be invalid and I may be required to modify or remove the accessory building at my own expense. A permit shall not be valid until the fees prescribed by law have been paid for, nor shall an amendment to a permit be released until the additional fee or fees have been paid.*

Applicant Name

Applicant Signature:

Date:

## FOR DEPARTMENT USE ONLY

**Approved by:**

**Date:**

**Denied by:**

**Date:**