

DETACHED ACCESSORY BUILDING

HOW TO GET A PERMIT



WHAT IS A DETACHED ACCESSORY BUILDING?

A Detached Accessory Building is one that is entirely separated from the principal dwelling unit. Examples include a garage, shed, storage buildings, and garden structures.

**Note: This handout does not apply to Accessory Dwelling Units.

WHO CAN GET A PERMIT?

Licensed contractors may obtain permits for any property. Home-owners may obtain permits for their own property.

WHAT DO I NEED TO GET A PERMIT?

- Accessory buildings up to 200 square feet require a ZONING PERMIT. A site plan is required to obtain a permit.
- Accessory buildings greater than 200 square feet require a BUILDING PERMIT. Two copies of a site plan and two copies of structural plans are required to obtain a permit.

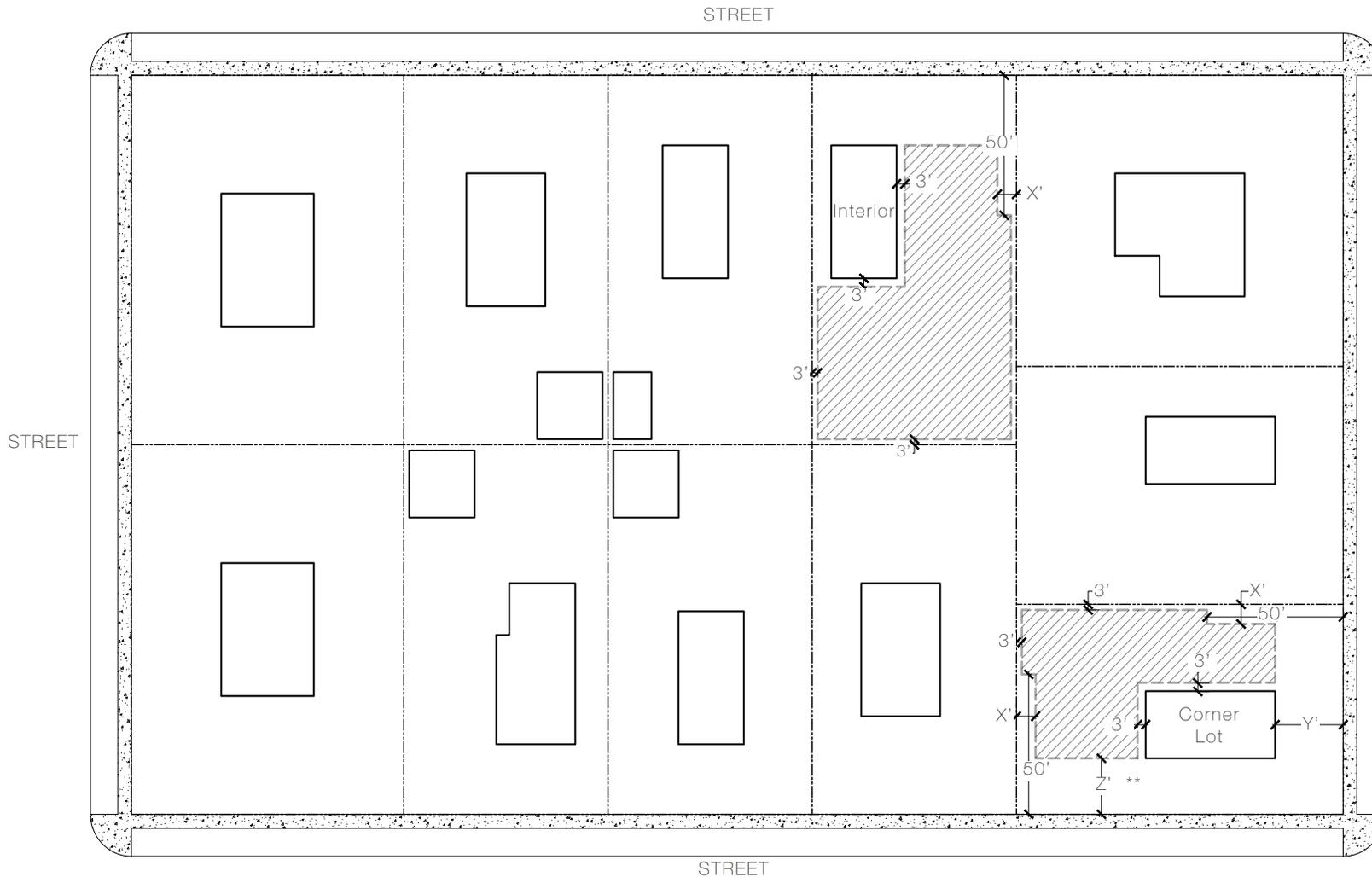
I HAVE PLANS. NOW WHAT?

Submit the plans to Community & Neighborhood Services with the appropriate permit application. Land use applications can be reviewed in a day or two. Building permit applications may take up to two weeks for review. We will contact you when your permit is ready.

If you have any questions about this information, please feel free to contact us.

WHERE CAN I BUILD A DETACHED ACCESSORY BUILDING?

Detached accessory buildings have specific setback requirements, based on the size of the building and the configuration of your property. If you are on a corner lot, the side with the shortest street frontage is considered the front yard. See the drawing below for two common lot scenarios.



Zone District	X	Y	Z
LDR	7'	30'	20'
MDR	6'	25'	16'
HDR	5'	25'	12'
TNR**	5'	10'	7'

Note:

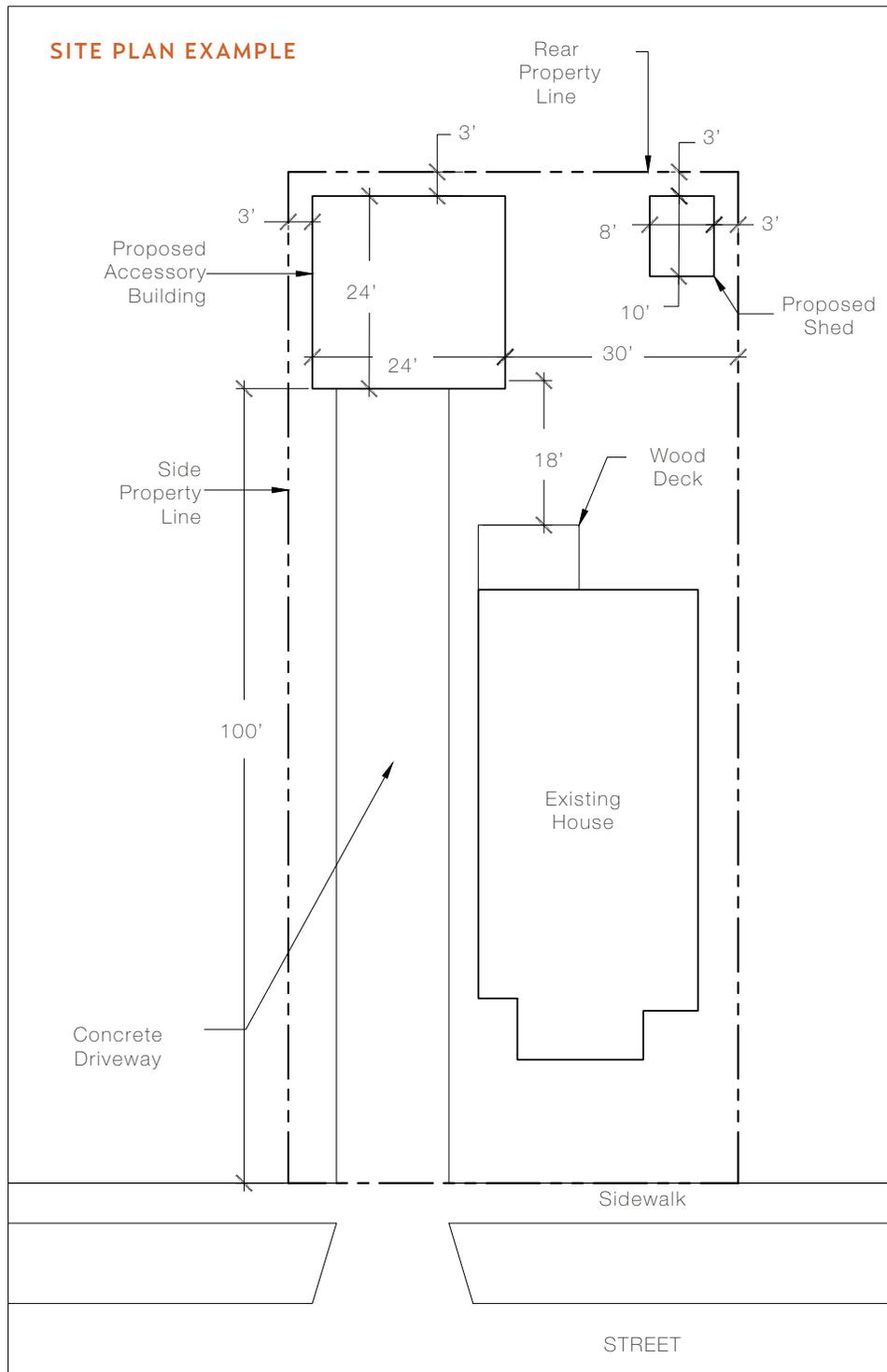
1. All detached accessory buildings must be 3 feet from the house and 3 feet from any other detached accessory buildings.

2. Placing a detached accessory building of 200 square feet or larger closer than 5 feet to the property line requires a one-hour rated firewall.

** In the TNR Zone District, a vehicle entrance to a garage shall be setback 16' when entering from a street.

WHAT IS A SITE PLAN?

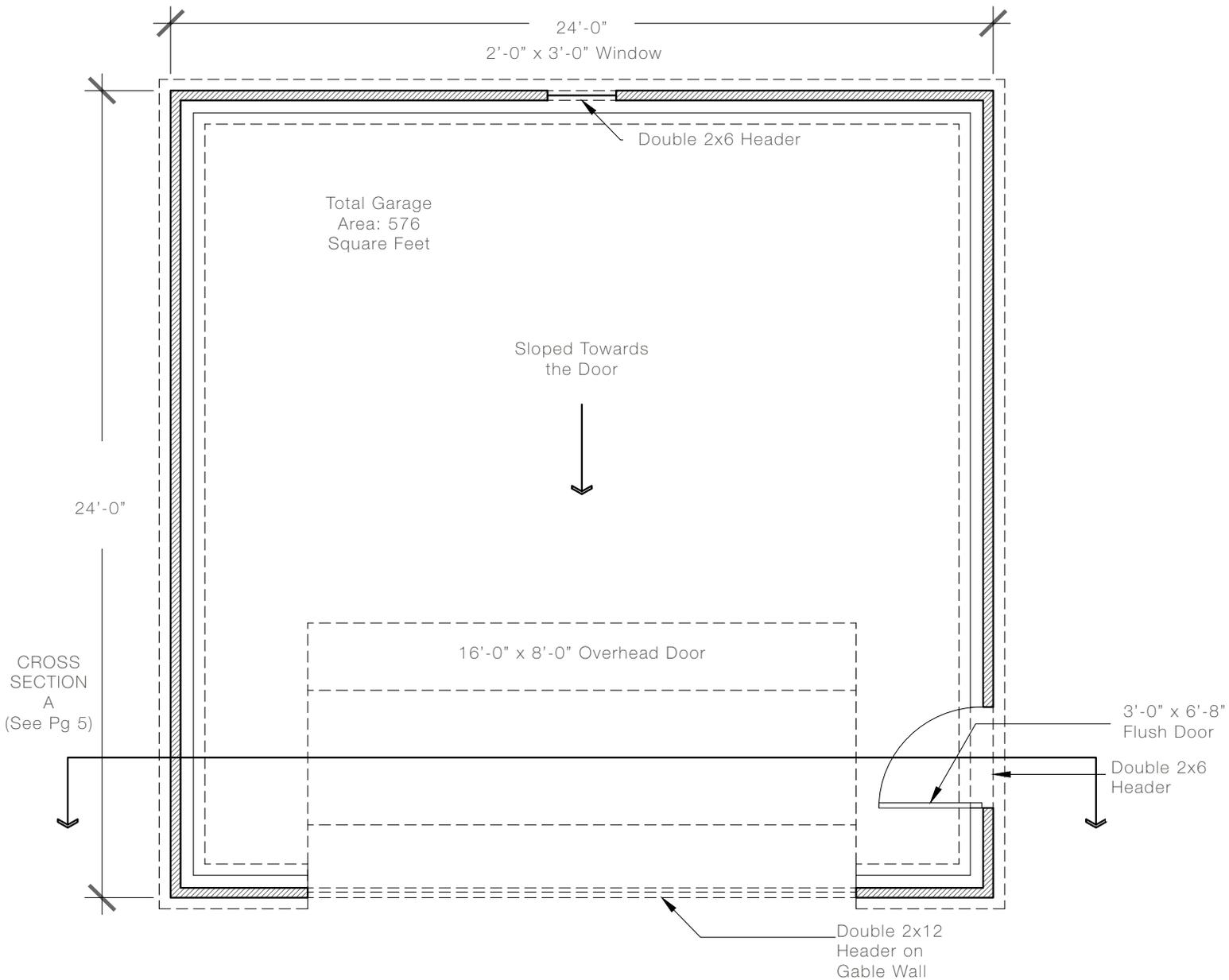
A drawing of your property showing where the accessory building will be, how far it will be from the property lines, house and any other buildings. A sample site plan is shown below. A photocopy of a survey with the accessory building's location is acceptable.



WHAT IS A STRUCTURAL PLAN?

Detailed drawings of how the accessory building is constructed and what materials will be used. The more information the better! A sample plan is shown below and on Page 5.

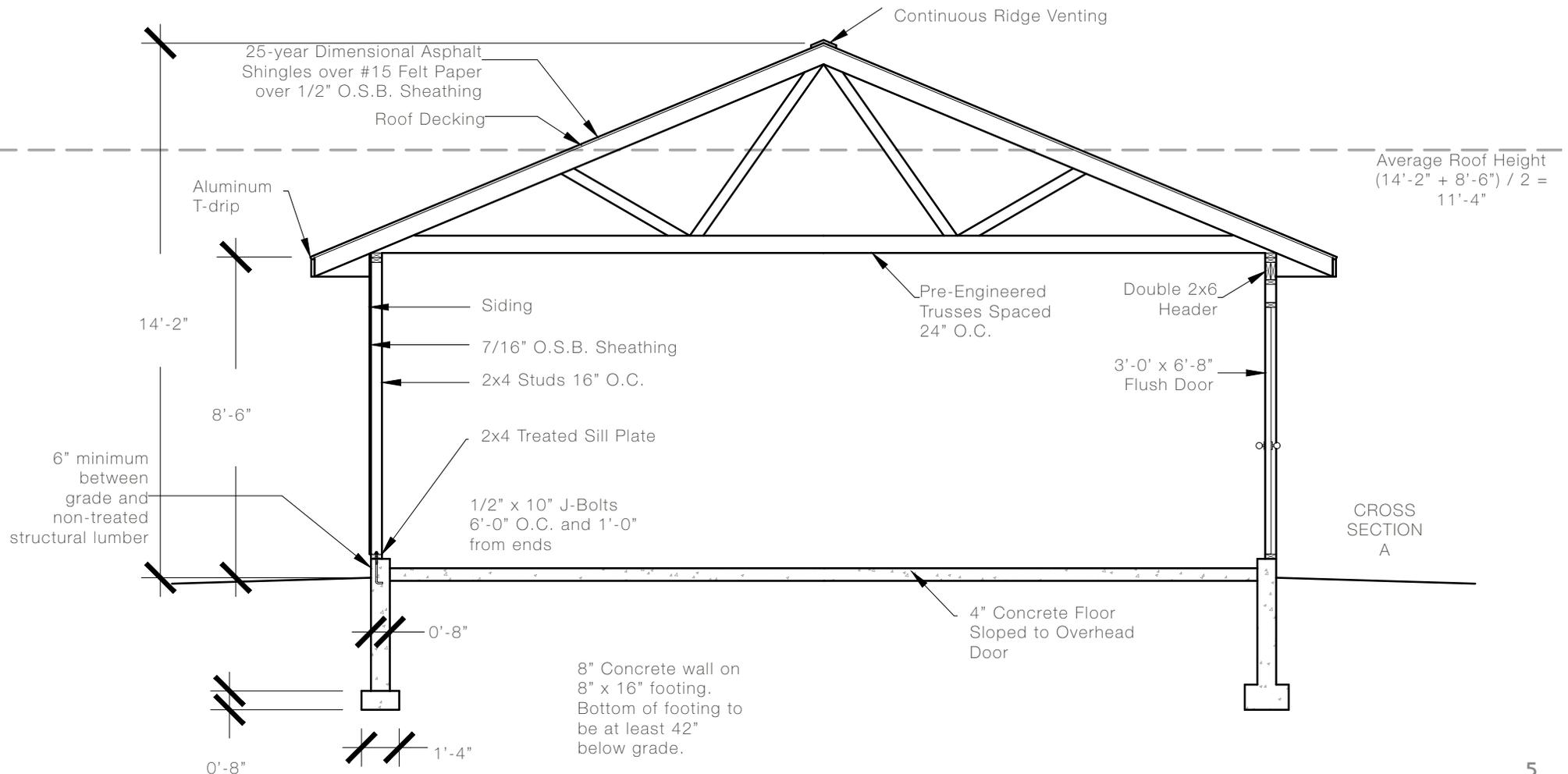
Although the plan shows an acceptable way to construct an accessory building, it is by no means the only approved way. Plans may be hand drawn or computer generated. The details are the important part of any plan.



HOW BIG CAN A DETACHED ACCESSORY BUILDING BE?

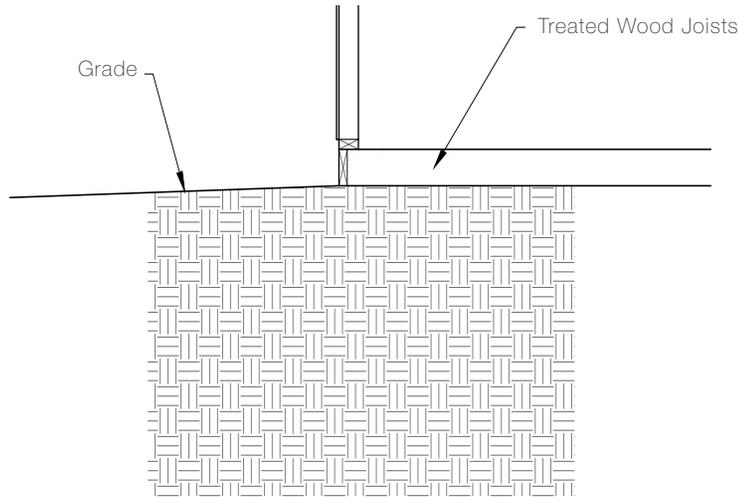
There is no size restriction for detached accessory buildings in the City of Holland, except for the Cottage Neighborhood District (limited to 576 square feet). The average roof height may not exceed 16 feet. Directions on how to calculate the average roof height included below.

FROST FOOTING OPTION EXAMPLE

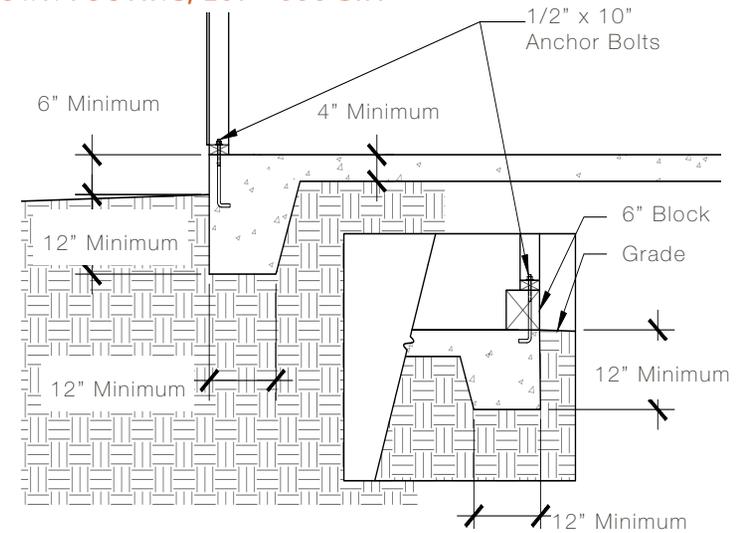


WHAT TYPE OF FOUNDATION IS REQUIRED?

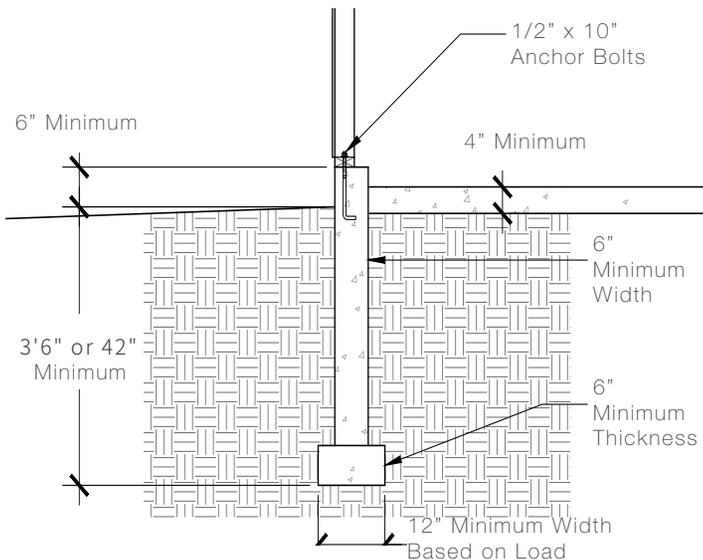
NO FOUNDATION REQUIRED, 200 S.F. OR LESS



TURNDOWN FOOTING, 201 - 600 S.F.



FROST FOOTING, 600 S.F. OR GREATER



POST FOOTING, PERMITTED FOR ALL BUILDING SIZES

