

ACCESSORY BUILDING CHECKLIST

A building permit is required if the structure is over 200 square feet. Structures under 200 square feet still need to meet setback requirements. (please see our miscellaneous shed placement application). When applying for a permit, construction plans and a scaled site plan are required. (A scaled site plan is needed to check the setbacks.) Requirements that must be met for accessory buildings are listed below:

General Requirements:

- ❑ **Size:** A permit is required if the structure is over 200 square feet. City code allows for one detached garage up to 1,000 square feet and one other accessory building (i.e. shed) up to 200 square feet on a residential property. 2nd garages or accessory buildings larger than 200 square feet also require a Conditional Use Permit (CUP).
- ❑ **Allowable Use:** Tool sheds and playhouses are allowable uses in a Residential Zone.
- ❑ Accessory buildings or structures shall not be used for living purposes or as a dwelling unit.
- ❑ No accessory building may be built on a lot prior to the construction of the principle structure (house) on that lot.

Location:

- ❑ **No accessory buildings in front yards:** Accessory buildings are prohibited in front yards and may only be located in the rear yard or side yards.
- ❑ **Setbacks in a Residential Zone:** Verify the location of your property lines. All structures, regardless of size, must meet the required setbacks.
- ❑ **Corner Lots** - Street side setbacks are 9 feet for all corner lots. The street side is the shorter of the two sides facing a public street. If the two sides are equal, then the City Planner will determine which side is the front and which side is the street side.

Rear 1/3 of Lot – 3 feet off the rear and side property lines.

Middle 1/3 of Lot – 5 feet off the side property line and cannot extend past the front of the house.
- ❑ **Fire rated walls/soffits** – The State Fire Code requires fire rated walls or soffits for any part of an accessory building that is less than 5 feet from a shared property line.
- ❑ **Minimum Clearance:** The minimum distance between the principal building and a detached accessory building shall be 6 feet or more. 10 feet would be required to eliminate a fire wall requirement.

- ❑ The minimum setback from the rear street of a through lot (lot with a street in front and behind the property) shall be 30 feet.

Appearance/ Design Standards:

- ❑ **Height:** The height cannot exceed 12 feet.
- ❑ **Exterior colors:** The exterior color of the structure must match the existing house or be of earth tone colors.
- ❑ **Roofing and Siding:** Siding and roofing must be of an approved type.
- ❑ All accessory building structures require a surfaced floor. (other than approved greenhouses)

Items listed in this brochure are intended for informational purposes, further building and/or zoning code guidelines or restrictions may be applicable.

WHERE DO I OBTAIN A PERMIT?

Building Inspections, 2nd Floor
City of South St. Paul
125 3rd Avenue North
South St. Paul, MN 55075

QUESTIONS?

Please contact our office between the hours of 8:00 a.m. and 4:30 p.m. at 651-554-3220.

Example Site Plan

