



REQUIREMENTS

- Accessory buildings cannot exceed the height the principal building nor can they exceed the maximum height of 15’.
- Cannot exceed 30% of a required yard.
- Accessory buildings must be setback a minimum of 5 feet from the rear and side property lines except in the SR-4 Zoning District where the setback is reduced to 3 feet. Accessory buildings cannot be located within front yards, corner side yards or easements.
- Accessory building shall be at least 10’ from the principal building. If over 20’ in length, the distance between the structures shall be increased by 1’ for each foot over 20’.
- Constructions standards:

Flooring	Concrete, minimum 4” thick (min. 6 bag mix) on a min. 6” of crushed stone/gravel base (Sheds may have a wood deck floor-corners must be secured with post hole method 2’ below grade)
Stud Spacing	Maximum of 24” on center (Sheds require the doubling on all openings)
Wall Sheathing	May be omitted if corner bracing used. Corners shall be braced from top outward in 2 directions at least 72” from corner at sill plate. Minimum 1”x4” brace may be applied on inside surface of studs.
Corner Post	Two, 2”x4” OR One, 4”x4”
Rafter Ties	Minimum of 2”x4” with maximum spacing of 4’ on-center
Bottom Sills	Min. 2”x4” womanized lumber, bolted 6’ on-center with ½”x10” anchor bolts
Door	Maximum width = 48”
Siding	Wood – ½” thick of 15 pound lining, No.2 grade or better; other approved material to match principal structure (brick, vinyl, aluminum)
Roofing	15 pound felt paper with 25 year warranty

- The total impervious surface on each single-family/duplex lot will be calculated as part of the patio permit application review. The maximum impervious surface (driveways, walks, buildings, patio, etc.) shall not exceed:

Lot Size	Max. Impervious Surface
20,000 sq.ft. or larger	30%
10,800 sq.ft. – 19,999 sq.ft.	35%
Less than 10,800 sq.ft.	40%
Duplex lot	45%



WHAT YOU NEED TO APPLY

- A completed signed permit **application**
- A copy of the signed **contract** describing the cost of the project and the accessory structure specifications
- Construction drawings
- Plat of Survey** (to scale) showing the proposed building with dimensions to all property lines and the distance between the principal building and the accessory building
- Permit fee** (see chart below)

Estimated Cost of the Project	Permit Fee
Less than \$500.00	\$40.00
\$500.00 but less than \$1,000.00	45.00
\$1,000.00 but less than \$2,500.00	50.00
\$2,500.00 but less than \$5,000.00	60.00
\$5,000.00 but less than \$10,000.00	90.00
\$10,000.00 or more	12.00 per thousand

ADDITIONAL INFORMATION

- No work can begin until a building permit has been issued.**
- If a **contractor** is performing the work, they **must be registered with the Village of Bartlett** as a licensed contractor.
- The homeowner or contractor must call JULIE at 811 or 1-800-892-0123 before you dig.
- A pre-pour inspection is required** upon completion of the base.
- An electrical inspection is required** if the accessory building has electricity.
- A final inspection is required** upon completion of work to close out the permit.
- Contact the Building Division at 630-540-5920 at least 48 hours in advance to schedule an inspection.**