

# SHEDS



*This handout is for informational purposes only.  
The provisions of the City's adopted codes prevail.*

## DOCUMENT SUBMITTAL CHECK LIST

Permits are required for all sheds 25 sq. ft. and larger. Please ensure the following items are provided to the Community Development Department:

- [Application for Permit](#)
- One copy of a plat of survey (to scale) or site plan showing all existing structures on the site, the proposed location and size of the shed, and the dimensions from the shed to all lot lines and existing structures/improvements and easements on the property.

**Failure to provide any of the above documents may result in processing delays.**

## GENERAL INFORMATION AND FEES

- Storage enclosures less than 25 sq. ft. do not require a permit. These enclosures can be located in the side or rear yard directly adjacent to the primary structure.
- Homeowner Association (HOA) approval may be required before commencing work. The issuance of a permit does not exempt HOA rules and regulations.
- It is the homeowner/contractor's responsibility to contact J.U.L.I.E. (811) to locate underground utilities in your yard prior to excavation, if necessary.
- The application review period averages from 5 to 7 business days. The applicant will be contacted when the permit is issued and ready for payment. A list of required inspections will be provided to you when you pay for and pick up the permit.
- Inspections must be scheduled at least one day prior to the desired inspection date by calling the Community Development Department at (815) 895-4434.
- If work commences prior to permit issuance, the building permit fee shall be doubled.
- A permit may become invalid if work does not begin within 180 days of issuance.
- The Property Maintenance Code requires all accessory structures to be maintained. Please remember that once installed, your deck is required to be maintained. Surface coatings are expected to be maintained free from loose and flaking paint chips. Damaged or worn components require proper replacement or repairs.
- Fees:
  - Building Fee: \$60.00
  - Electrical Fee (if applicable): \$50.00

- The fees listed in this document are for general guidance and not necessarily comprehensive. Required utility upgrades, changes made to the approved permit, or items not mentioned will be assessed accordingly.
- Alterations to the approved plans must be resubmitted to the Community Development Department in writing for review and approval prior to construction.
- Please contact the Community Development Department during regular business hours regarding specific questions.

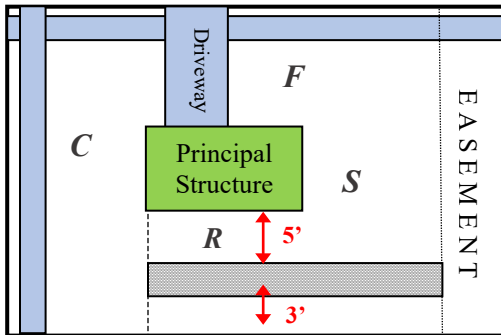
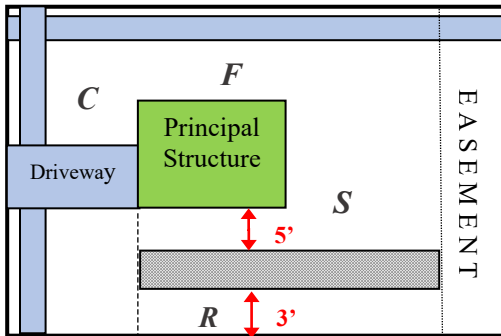
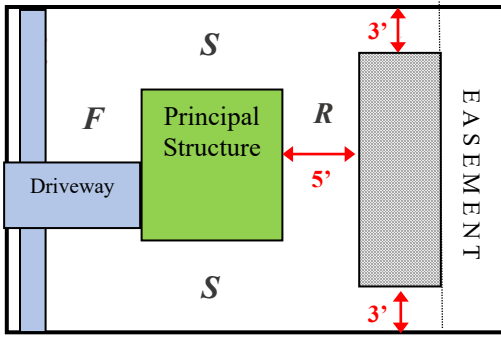
### **CODE REQUIREMENTS**


1. Sheds shall be permitted in rear yards only.
2. Only one shed is permitted per lot.
3. Sheds shall not be constructed upon any utility or drainage easements.
4. Sheds shall be a minimum of 3' from any side or rear lot line.
5. Sheds shall be located a minimum of 5' from the principal structure and any other accessory structure on the lot.
6. The maximum structure height is 20'.
7. Sheds shall be located a minimum of 5' from the property line adjacent to an alley.

### **CITY OF SYCAMORE'S ADOPTED CODES**

- 2015 International Residential Code
- 2015 International Property Maintenance Code
- 2014 National Electric Code
- 2015 International Mechanical Code
- 2015 International Fuel Gas Code
- 2018 International Energy Conservation Code
- City of Sycamore Municipal Code and Unified Development Code

**DRAWINGS ARE FOR ILLUSTRATIVE PURPOSES ONLY.**



	=	Denotes legal portion of yard area where a shed may be located.
<i>F</i>		Front Yard
<i>C</i>		Corner Side Yard
<i>S</i>		Side Yard
<i>R</i>		Rear Yard