



Village of Richmond

Building Department REQUIREMENTS FOR SHEDS/GAZEBO/CABANA

What is required to obtain a building permit for a shed, gazebo or cabana at my home?

- Completed permit application including the estimated cost of construction.
- Two copies of plat of survey or site plan drawn to scale with accurate dimensions, depicting:
 - The location and dimensions of the shed
 - The distance from property lines and the principal structure
 - The location of any other structures on property
 - The location of any easements on the property, and the location of any underground or above ground utilities.
- Copy of estimate or proposal.
- Two copies of framing and foundation plans.
- All contractors must be registered with the Village.

NOTE: Computer generated framing plans provided by retail outlets which do not provide the required information will not be accepted.

What are the minimum construction requirements for a tool, garden storage shed, gazebo, or cabana?

- **MAXIMUM AREA:** Ten percent (10%) of the lot area.
- **MAXIMUM NUMBER:** One (1) per single family lot.
- **MAXIMUM HEIGHT:** Fifteen (15) feet
- **LOCATION:** Rear yard
- **SETBACKS:** At least three (3) feet from any side or rear lot line. If the structure is more than ten (10) feet in height, the required rear and side setbacks shall be ten (10) feet.
- **Minimum building separation:** No detached accessory structure may be located less than ten (10) feet from the principal structure or another accessory structure on the lot.
- No structure shall be permitted in any public utility or drainage or access easement.
- *Individual subdivision covenants may have special requirements requiring placement, siding materials & colors.*

TYPE AND DEPTH OF PIERS

- Minimum depth is forty-two (42) inches.
- Piers must be sized to carry superimposed loads.
- Holes must be ten (10) inches wide, and must be inspected with a post-hole inspection prior to pouring concrete.
- Shall be water resistant or pressure treated lumber.

REQUIRED INSPECTIONS

1. **FOOTING OR SLAB:** Prior to pouring concrete.
2. **FRAMING ROUGH**
3. **FINAL**

**A 48-HOUR NOTICE IS REQUIRED PRIOR TO SCHEDULING INSPECTIONS
WITH THE CITY OF WOODSTOCK
815-338-4305**

Call JULIE before you dig! In Illinois, safe digging starts when you call JULIE at 8-1-1. This is a free service to have your underground utility lines marked.

