

Sheds and Accessory Buildings

Application Requirements

1. Hours for obtaining a permit are Monday through Friday, 8:00 – 9:00 am or 12:30 – 1:30 pm during the Inspector's counter hours.
2. On-site waste disposal system – A permit will not be issued until the Waukesha County Environmental Health Department approves the location of the building in respect to the septic system. A plat, Preliminary Site Evaluation (PSE) application and fee must be provided to Waukesha County. PSE forms can be obtained from Inspection Services. For more information contact: Waukesha County Department of Parks & Land Use, Division of Environmental Health, 1320 Pewaukee Rd, Room 260, Waukesha, WI 53188-3868, Phone: 262-896-8300.
3. **For Accessory buildings greater than 144sqft** draw to scale, on a copy of your existing survey, the location of the proposed building. We may be able to provide a copy of your survey if it is on file. **If no survey is available you will be required to have a survey done.** The City does not perform the services of a registered land surveyor.
4. You must state a requested elevation (grade) for the slab of the building. *For example, same as the house, match existing grade (if your lot is fairly flat), 1 or 2 feet lower or higher than the house, etc.*
5. Provide a cross section diagram of the proposed accessory building. We can provide you with a copy of a typical cross section and you can fill in rafter size/spacing, joist and stud size/spacing, header sizes, grade/species of lumber, and height and outside dimensions of the building.
6. Any wiring will require a separate electric permit by a licensed Electrician.
7. It may take up to 10 working days for a complete review of your permit application. The Engineering Division checks your established grades, slopes and drainage patterns. The Zoning Administrator checks for the proper set backs, use approval, height and architecture. The Inspection Department reviews the plans for construction requirements.

Shed permits are required prior to installation and must also follow the below requirements (subject to review). Fee: for sheds maximum 144sqft is \$58.00

A shed may only be one-story and shall not exceed 15 feet in height. See § 275-45 for height measurement requirements. The maximum size, as measured from the outside walls, is 144 square feet. Sheds must be placed over a concrete slab, a solid base of patio block, asphalt, poly-carbonate or on a floor of pressure treated wood.

A shed must be 5 feet from the rear and side lot lines, unless it is on a corner lot. **Corner lots are subject to side on corner setbacks in your zoning district.** Measurements are taken from the outer most overhang of the structure to the lot lines. Sheds must be at least 10 feet from any other building or structure (measured from wall to wall). Unless approved by the Plan Commission, sheds are required to be placed in the rear yard. Draw to scale, on a copy of your existing survey or a site plan provided by the City of New Berlin the location of the proposed building.

Accessory Buildings

Maximum number and size of accessory structures. The maximum allowable square footage of accessory structures and the maximum number of accessory buildings shall be regulated as outlined in Table 275-42-1. Square footage shall be based on the first-floor footprint, excluding overhangs up to 24 inches. Tool sheds with a maximum square footage of 144 square feet are allowed in addition to the "maximum combined allowable square footage" as listed in Table 275-42-1; however, the parcel may not exceed the "maximum number of accessory buildings" listed in Table 275-42-1, including the tool

*The above referenced guidelines are not to be considered as complete or all inclusive.
The items listed are a guide to help in planning your project.*

shed.

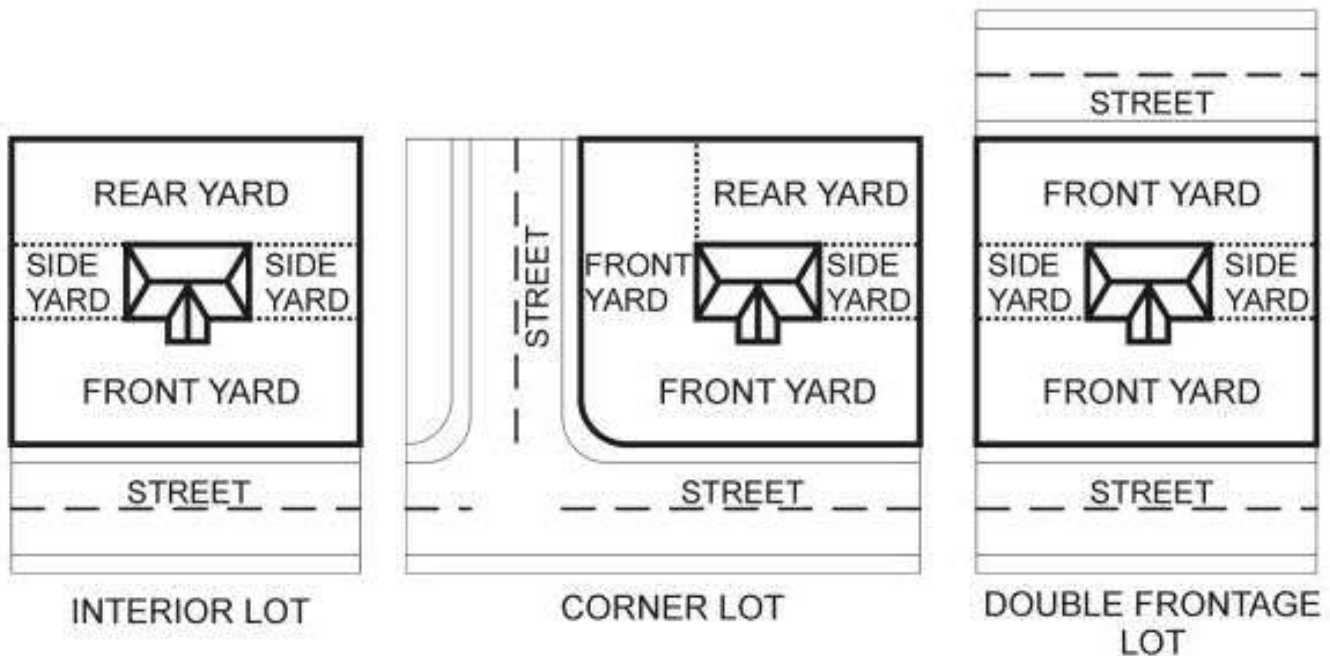
Accessory buildings shall meet all the front, side, and rear yard zoning requirements for your property (measured from the outermost overhang of the structure to the lot line). Ten feet of separation between other structures is required (wall to wall).

Allowable Square Footage

Table 275-42-1		
Lot Area (acres)	Maximum Combined Allowable Square Footage	Maximum Number of Accessory Buildings
Less than 2	840	2
2.0 - 2.5	1,000	2
2.5 - 3.0	1,250	3
3.0 - 3.5	1,500	3
3.5 - 4.0	1,750	3
4.0 - 4.5	2,000	3
4.5 - 5.0	2,250	3
5.0 and greater	2,500*	3*

*Unless demonstrated agricultural use as determined by the Director.

Location of Yards on Typical Interior, Corner, & Double Frontage Lots



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