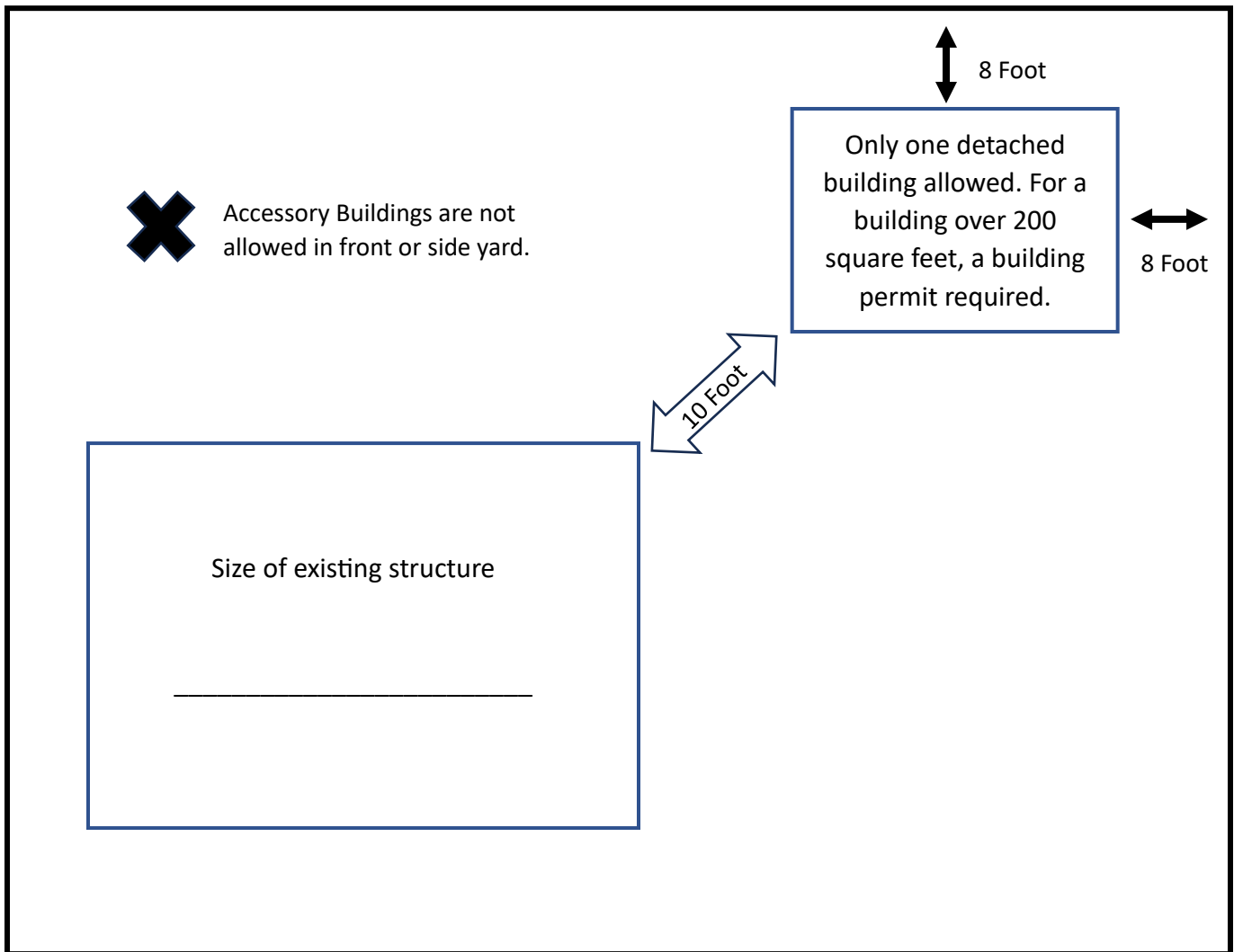


ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

Attach a scaled plot plan: Drawing may be on 8 ½" x 11" paper. Showing the following:

1. The actual shape, location and dimensions of the lot.
2. The shape, size and location of all buildings or other structures to be erected, altered or moved and of any building or other structures already on the lot.
3. The existing and intended use of the lot and of all such structures upon it, including, in residential areas, the number of dwelling units the buildings is intended to accommodate.
4. Location of access drives and parking areas.
5. Such other information concerning the lot or adjoining lots as may be essential for determining whether the provisions of the Zoning Ordinance are being observed.



ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

City of Caro – Ordinance

Sec. 44-502. - Accessory buildings.

Accessory buildings, except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (1) Where the accessory building is structurally attached to a main building, it shall be subject to, and must conform to, all regulations of this chapter applicable to the main building.
- (2) Accessory buildings shall not be erected in any minimum side yard setback nor in any front yard.
- (3) An accessory building shall not occupy more than 25 percent of a required rear yard, provided that in a residential district the total lot coverage of the accessory building shall not exceed the ground floor area of the main building. Accessory buildings shall not exceed 14 feet in total height.
- (4) No detached accessory building shall be located closer than ten feet to any main building nor shall it be located closer than eight feet to any side or rear lot line to the exterior wall of the structure.
- (5) No more than one attached or detached accessory building shall be permitted for each lot, excluding garages, either attached or detached.
- (6) Dwelling units with attached garages may be allowed not more than one detached accessory building not to exceed 250 square feet in total area. Dwelling units without an attached garage may be allowed not more than one detached accessory building not to exceed 790 square feet in total area. On a parcel of one acre or more, no detached accessory building shall exceed 1,500 square feet.
- (7) When an accessory building is located on a corner lot, the side lot line of which is substantially a continuation of the front lot line of the lot to its rear, said building shall not project beyond the front yard setback required on the lot to the rear of such corner lot. In no instance shall an accessory building be located nearer than ten feet to a street right-of-way line.
- (8) A detached accessory building, when located on the same or adjoining lot, shall not involve any business, profession, trade or occupation.
- (9) Side walls may not exceed eight feet in height. Accessory buildings shall not exceed 14 feet in total height.
- (10) All structures must meet the building construction type of manufactured wood or steel and cannot consist of vinyl, plastic, or canvass material for the primary construction covering for the exterior walls and/or roofs.
- (11) Any and all said structures, canopies, pop-up canopies and/or shelters must within 60 days from the effective date of [Ordinance No. 472] be removed or be in compliance with all of the terms and provisions of section 44-502 regarding accessory buildings.
- (12) Failure to receive from the city all of the required permits and approvals for an accessory building, and to comply with the provisions regarding accessory building will be deemed a violation of section 44-654.

(Ord. No. 401, § 1802, 5-2-2005; Ord. No. 454, § 1, 10-20-2014; Ord. No. 472, § 1, 10-7-2019)

ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

Procedural Manual

WHAT IS A ZONING PERMIT?

A zoning permit is an official finding by the Zoning Administrator that a planned use of a property or a proposed structure, as indicated in the application, complete with the requirements of the Zoning Ordinance.

WHEN IS A ZONING PERMIT REQUIRED?

A zoning permit is required in any of the following cases:

- A building or structure is erected or moved onto a lot in the city.
- A building or structure is enlarged or altered.
- The use of a structure or parcel changes (for example: a church is changed into a day care center, or a single-family residence is changed into two apartments).

ZONING PERMIT CHECKLIST

What is required for a zoning permit application?

- ☐ A completed and signed copy of the zoning permit application
- ☐ A completed plot plan (in triplicate)
- ☐ Application fee

What is required on a plot plan?

- ☐ The actual shape, location and dimensions of the lot.
- ☐ The shape, size and location of all buildings or other structures to be erected altered or moved and of any building or other structures already on the lot, including distances between buildings.
- ☐ The existing and intended use of the lot and of all such structures upon it including, in residential areas, the number of dwelling units the building is intended to accommodate.
- ☐ Such other information concerning the lot or adjoining lots as may be essential for determining whether the provisions of the Zoning Ordinance are being observed.

ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

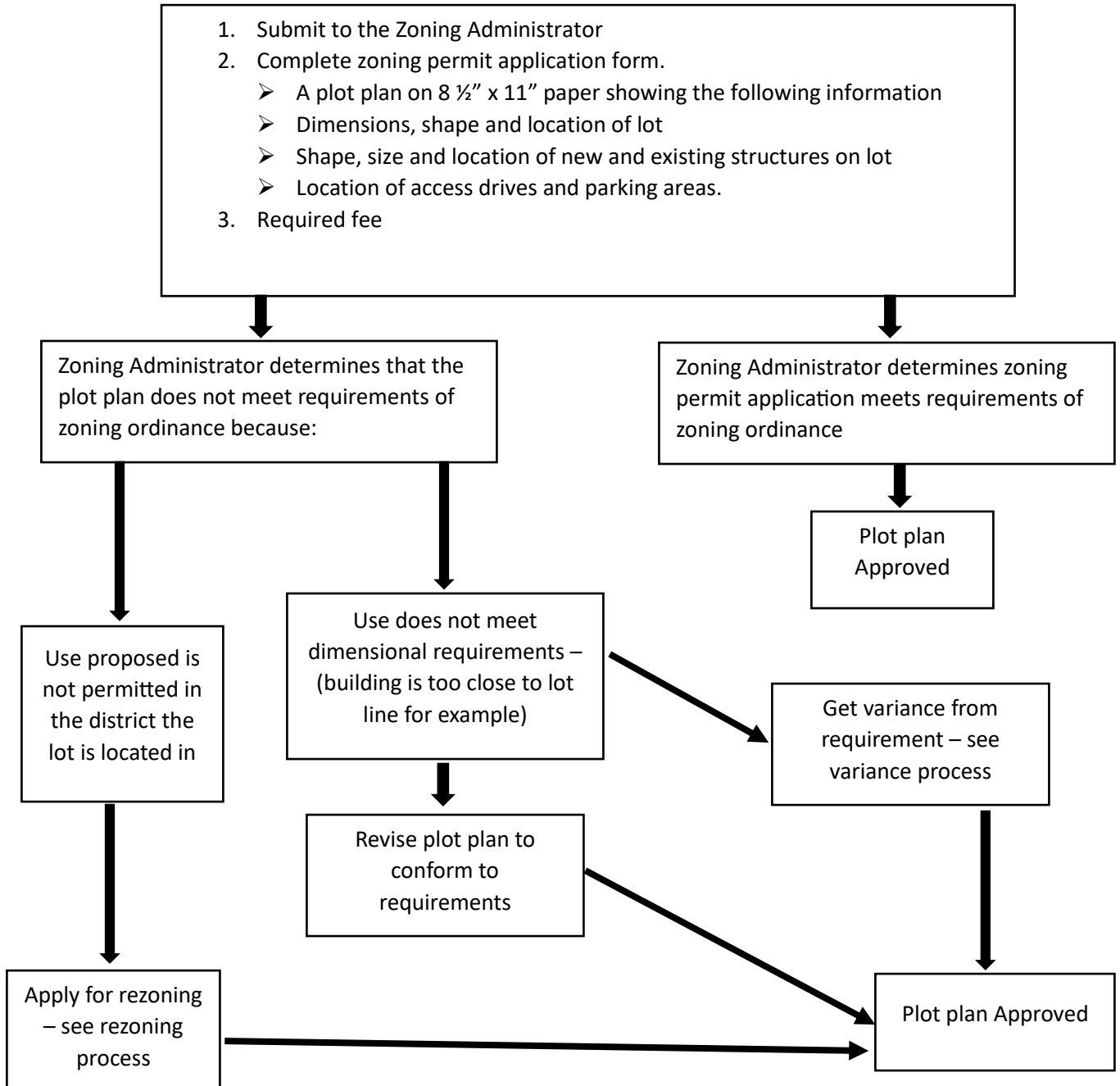
WHAT ARE THE STANDARDS FOR APPROVAL?

To be approved, a zoning permit must indicate that the planned use of a property, as indicated in the application, compiles with the requirements of the Zoning Ordinance. Specifically, these include:

- Use permitted
- Minimum lot size
- Minimum lot width
- Minimum front, side and rear yard setbacks
- Maximum lot coverage
- Maximum structure height
- Required parking spaces
- Maximum number of accessory structures
- Maximum height of accessory structures
- Minimum floor area for single-family dwellings
- Location, width and surface type of driveway/parking area
- Location and adequacy of access
- Other requirements as determined by the Zoning Administrator

ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

ZONING PERMIT REVIEW PROCESS



ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

Date _____

Application No. _____

Review Fee _____

Applicant's name _____

Address _____ City _____ State _____ Zip _____

Phone _____

Zoning District _____ Section # _____

Address of Parcel _____ Parcel # _____

Application Fee _____

Contractor's name _____

Address _____ City _____ State _____ Zip _____

Phone _____

Location, including nearest crossroads _____

Proposed Use of Parcel _____

Type of Construction/Square footage _____

Size of Parcel _____ Is this parcel over one (1) acre _____

Approximate cost of construction _____

Front Yard Setback _____ Side Yard Setback _____ Rear Yard Setback _____

Dimensions of the project Height _____ Width _____ Length _____

Intended use _____ Projected start date _____

Remarks _____

ACCESSORY BUILDING PLAN EXAMPLE AND ORDINANCE

Attach a scaled plot plan: Drawing may be on 8 ½" x 11" paper. Showing the following:

6. The actual shape, location and dimensions of the lot.
7. The shape, size and location of all buildings or other structures to be erected, altered or moved and of any building or other structures already on the lot.
8. The existing and intended use of the lot and of all such structures upon it, including, in residential areas, the number of dwelling units the buildings is intended to accommodate.
9. Location of access drives and parking areas.
10. Such other information concerning the lot or adjoining lots as may be essential for determining whether the provisions of the Zoning Ordinance are being observed.

Please note: You are responsible for a survey to confirm your property lines. You are responsible for checking for any deed restrictions. The City of Caro Zoning Administrator nor the City of Caro will not be held liable for this information or any false information provided or withheld. Providing false, misleading, or withholding information will void all permits immediately.

Projects to be completed on or before ninety (90) days of application approval. All permits will be void after ninety (90) days, unless otherwise approved by the Zoning Administrator prior to the original ninety (90) days.

Before you dig – you MUST call MISS DIG at 811

Signature of Applicant

Date

Please print type name below signature

FOR OFFICE USE ONLY – NOT TO BE COMPLETED BY APPLICANT

Zoning Administrator's Verification of application completeness

Date

Zoning Administrator's Determination (provide date of decision)

Application approved _____

Application denied _____

Final inspection _____