

# SHED PERMIT

*Permit fee: \$50.00*

Member Name \_\_\_\_\_ Unit & Lot # \_\_\_\_\_

The following procedures are in effect for any shed structures built.

**The following information is needed prior to turning this form into the office for approval:**

Do you have an existing shed? Yes \_\_\_\_\_ No \_\_\_\_\_  
What material will be used for the shed? Siding \_\_\_\_\_ Roofing \_\_\_\_\_  
What is the size W/L/H of the shed? Width \_\_\_\_\_ Length \_\_\_\_\_ Height \_\_\_\_\_  
What purpose is the shed being used for? \_\_\_\_\_

**Only new sheds are permitted to be installed or built in CWL.** Used or metal sheds are not allowed.

A plat plan of the property and the placement of the shed on the property with dimensions to setbacks is required with this permit. Color Sample preferably to match the house or primary structure. Roof material/color sample.

**Excerpt from the CWL ECC Building Code Handbook:**

**Approval by the ECC (pg. 1):** The ECC or designated authority shall approve or disapprove all proposed improvements within thirty (30) days after receipt by the Candlewood Office of all necessary documents and fees.

**Set-Backs - for Residential Dwellings are as follows:**

- 302.1 Front Yard - Twenty-Five (25) feet.
- 302.2 Side Yard - Ten (10) feet from property line. All parts of the building, porches, steps, and overhang.
- 302.3 Rear Yard - (farthest from the road) When on Candlewood Lake, the rear set back line is as shown on the plat map marked AB.S.L. (Base Set Back Line). In all other cases twenty (20) feet.
- 302.4 Cul-De-Sac - If a particular lot abuts on a cul-de-sac, the front set back line shall be as shown on the recorded plat.

**Set -Backs - for Mobile Home Requirements are as follows:**

- 401.1 Front Yard - twenty (20) feet as shown on the plat map.
- 401.2 Side Yard - five (5) feet.
- 401.3 Rear Yard - five (5) feet. **NOTE:** for the purpose of this provision, eaves, steps and open porches shall be considered as part of a building.

**502 Accessory Storage Shed Structures** - a maximum size for storage sheds that **shall not exceed 192 sq. ft. in size with a maximum height of 12 feet.** All storage sheds shall meet the set-back requirements of the appropriate unit in which it is constructed. Limit of one unattached storage shed per lot that includes two, three, or four contiguous married lots. (03.032.08 Board Policy)

**Members who are replacing an old shed with a new shed will have two (2) weeks where both sheds may be on the property in order to move the contents from the old shed to the new shed. (07.084.12)**

\*At no time shall an out structure, boat-house, or temporary structure be used as a place for human habitation. Building Code requirements for garages are covered elsewhere in the ECC Booklet.

**209 Colors** - The exterior of houses, garages, mobile homes, boat docks, and other out-buildings must be an approved Candlewood Lake color. Color palette samples are available at the CWL Association Office. Stone, brick, and natural materials left in their natural color shall be approved. White may be approved for trim only. Trim is defined as wood or plastic outlining door openings, windows, garage door openings or special decorations. Exterior doors may be white. (Board Policy 04.013.06) Black is an acceptable color for roofs and exterior trim only. (Board Policy 09.114.14) **ALL COLORS AND MATERIALS MUST BE APPROVED BY THE ECC.** ECC requires that color samples be submitted before a building permit will be granted.

\*If an approved color other than what is submitted to ECC is used on the exterior, a fine of \$250.00 will be assessed. (Board Policy 06.056.15)

Any existing structure which is painted, stained, or covered with an approved Candlewood Lake color

may be re-painted, re-stained, or re-covered the same color and same material without ECC approval. All others require ECC approval before repainting or staining. (Board Policy 02.309.93) (Updated Board Policy 12.120.13) (Color palette samples approved Board Policy 06.076.14)

**105.1 EXPIRATION** - Every permit issued under the provisions of this Code shall expire and become null and void if the building or work authorized by such permit is not commenced within six months from the issue date of the permit, or if the building or work authorized by such permit is suspended or abandoned for a period of six months. Before work can be resumed, a new permit shall be obtained, and the additional fee shall be one-half the amount required for a new permit for such work, provided no changes have been made in the original plans and specifications. A permittee holding an unexpired permit may apply for a one- time extension of the permit, provided good and satisfactory reasons can be shown why the work cannot be commenced within the six-month period from the issue date. In order to renew work on a permit after an extension has expired, the permittee shall pay the full amount of a new permit fee as in effect at the time the new application was made.

By signing below, you realize that you must adhere to the rules listed above and all rules set forth in the Candlewood ECC Building Codes and Permit Handbook. You, also, agree that this structure will not be used for habitation, any type of commercial activities, or storage of commercial equipment or supplies.

_____	_____
Property Owners Name (print)	Property Owner Signature
_____	_____
Unit and Lot	Date Submitted
_____	_____
Phone Number	email

\*\*\*\*\*

Amount Paid: _____	Received By: _____
Date: _____	PERMIT EXPIRES: _____

Items required by ECC:

- Plat Map
- Shed Plans/Photo including dimensions
- Color Samples - siding, roof, trim, gutters, and all exterior surfaces
- Variance Forms received (when applicable)

\*\*\*\*\*

Approved By:  
 Inspector's Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 ECC Members Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_

Copy given to member: \_\_\_\_\_ Date \_\_\_\_\_ Member initials \_\_\_\_\_  
 \_\_\_\_\_ Office Associate initials \_\_\_\_\_