

## **Accessory Structure Permit Application Checklist**

- Completed Development Permit Application (front & back)
- Letter of Authorization (permission to act on behalf of the registered property owner)
- Site Plan – please show the following:
  - All Property Lines
  - All existing structures (House, shed, fence, etc.)
  - Setbacks (Distance, in feet, from all property lines to proposed structure – minimum 3’ to property line)
  - Any known easements related to your property
- If erecting a solar array, please submit the design of the panels including dimensions
- Permit Fee - \$3.00 per \$1000.00 of estimated construction cost