

## **Shed 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 shed – minimum 3’ to property line)
  - Any known easements related to your property
- Image of Shed Style
- Permit Fee (\$3.00 per \$1000.00 of estimated construction cost, min. \$50.00)

**Note: All sheds must be under 215 ft<sup>2</sup>. Any buildings 215 ft<sup>2</sup> or more are subject to the requirements of the National Building Code of Canada and require a full set of building plans, including final truss package and construction details.**