



SHED INFORMATION AND APPLICATION

CITY OF DEARBORN

The following documentation is required in addition to your application:

- 1. Three (3) copies of a site plan or current mortgage survey (1/16 inch = 1 foot or 1 inch = 20 feet) containing the following:**
 - All buildings with dimensions
 - All structures with dimensions
 - All property lines and easements with dimensions
 - Distance between the proposed shed and side & rear property lines
 - Distance between the house and the proposed shed (minimum 10 feet)

- 2. Three (3) sets of shed drawings (1/4 inch = 1 foot) containing the following:**
 - Front, rear and side elevations
 - Floor plan (top view) showing all shed dimensions
 - Total height of the shed from grade (must not exceed 10 feet)
 - Building section showing the trench footing, floor, wall and roof/ceiling construction (the shed permit includes the concrete permit requirements).

- 3. A copy of the signed contract for the construction project shall be submitted.**

- 4. Documentation of Property Owner Association and/or a Historical District Review & Approval shall be submitted, if required.**

** Applicant must pick up the permit in person or a notarized letter of authorization signed by a qualifying officer of the company or homeowner must be submitted.*

** Compliance Certificate fees are \$50, plus a minimum \$15 plan review fee.*

** Contractors must have a valid State of Michigan Residential Builder or Residential Maintenance & Alteration license and be registered with the City of Dearborn.*

(continued)

City of Dearborn Zoning Ordinance requirements:

- A minimum 3 foot side yard setback is required
- Sheds cannot exceed 100 sq.ft. (10 feet x 10 feet)
- Only one detached accessory building is allowed per site
- Roof eaves encroachment cannot exceed 2 inches per foot of side yard setback
- Total height of a shed from grade to roof peak must not exceed 10 feet
- Total of all buildings and structures cannot exceed 35% of the total site square footage
- All storage unit sizes (types) must be placed on concrete with a 24in deep trench footing
- Sheds may not be placed on parking pads.

2015 Michigan Residential Code requirements:

- Provide 4 - 8 inch wide x 24 inch deep poured concrete trench footings
- Provide a minimum 4 inch thick concrete floor @ minimum 3,500 psi air entrained
- Provide proper solid blocking under all headers
- Provide collar ties (2015 Michigan Residential Code [section R602.3.1](#))
- Provide proper rafter sizing (2015 Michigan Residential Code [section R802.3.1](#))
- Provide pressure treated sill plates (2015 Michigan Residential Code [section R317.1](#))
- Provide proper shed door header (2015 Michigan Residential Code [table R502.5](#))
- Provide gusset plates where rafters tie to ridge board (2015 Michigan Residential Code [section R802.3](#))
- A pre-manufactured shed must be placed on the concrete slab with a 24 in. deep trench footing per the manufacturer's installation instructions. (provide a copy)

The following inspections are required for a Shed Certificate:

- **Inspections are scheduled by calling (313) 943-2400**
 - # 110 Footing / Slab before concrete
 - # 140 Final inspection

HOMEOWNERS ARE DISCOURAGED FROM OBTAINING PERMITS ON BEHALF OF A CONTRACTOR. THE CITY OF DEARBORN ADDRESSES CODE AND ORDINANCE ISSUES WITH THE PERMIT HOLDER.

***NOTE: Permit Applications and related construction documents are valid for 180 days. Pursuant to the State of Michigan Building Code, if a permit is not issued within 180 days after the date of submittal, the proposed work shall be deemed to have been abandoned. Permit applications and related documents will be void and destroyed.*



City of Dearborn
PERMIT & PLAN REVIEW OFFICE
16901 Michigan, Suite 6, Dearborn, MI 48126
(313) 943-2150

Date Submitted _____

Application No. _____

Intake Initial _____

S H E D C E R T I F I C A T E A P P L I C A T I O N

ADDRESS

DESCRIPTION OF PROPOSED WORK
Width _____ x Length _____ = Floor Area _____
Height: _____ INCLUDE PICTURE OR BROCHURE, WHEN AVAILABLE
Exterior Wall Material: _____

CONSTRUCTION VALUE
\$ _____

CONTRACTOR INFORMATION	
NAME (Print & sign)	
ADDRESS	TELEPHONE NO.
STATE LICENSE OR CITY REGISTRATION NO.	EXPIRATION DATE
WORKER'S DISABILITY COMPENSATION INSURANCE CARRIER (OR REASON FOR EXEMPTION)	
EMPLOYER IDENTIFICATION NUMBER (OR REASON FOR EXEMPTION)	
MESC EMPLOYER NUMBER (OR REASON FOR EXEMPTION)	

PROPERTY OWNER INFORMATION/AFFIDAVIT	
I do hereby certify that I am the owner of the property herein described and that I have given the applicant herein named permission to perform the work described in this application:	
NAME (print)	
ADDRESS	PHONE NUMBER
SIGNATURE OF PROPERTY OWNER	

(continued)

APPLICANT INFORMATION/AFFIDAVIT	
Application is hereby made for a permit to perform work described in this application and the accompanying drawings, which are a part of this application. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn.	
NAME _____	
ADDRESS _____	E-MAIL ADDRESS _____
PHONE NUMBER _____	CELL NUMBER _____

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work in a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF APPLICANT	
Subscribed and sworn to before me this _____ day of _____, _____	
_____	My commission expires _____
Notary Public, Wayne County, Michigan	

FOR OFFICE USE ONLY

- 3 Sets of Mortgage Survey or Site Plan
- 3 Sets of Drawings
- Signed Contract
- Neighborhood Association / Historical District Review
- Property Owner Verified
- Contractor Registration Verified

Parcel ID Number _____

Staff Initials _____

Processing Fee \$ _100.00_
 Plan Review Fee \$ _15.00_
 Permit Fee \$ _____

Plan Reviewer _____
 Date Approved/Denied _____

PAY THIS AMOUNT \$ _____