



Accessory Structures

SUBMITTAL CHECKLIST

City of Hayward Development Services Department

2014 Update

PLANNING DIVISION PRELIMINARY REVIEW

Before building an accessory structure, it is necessary to review the proposed project with a City of Hayward planner. **Storage sheds that are 120 square feet or less do not require a building permit**, but the applicant must comply with height and setback requirements for the structure. Accessory structures that are 120 square feet or less are intended for use as storage sheds.

See reverse side of handout for sample drawings and dimensional limitations.

ACCESSORY STRUCTURES OVER 120 SQUARE FEET

To build an accessory structure over 120 square feet, a building permit and a complete set of drawings will be required.

STANDARD INFORMATION

Include a complete description of work, sheet index, applicable codes, designer's contact information and project location map. Include the square footage of any existing buildings on the property that will either remain or be demolished. Include the lot coverage calculation and the area of the new structure.

SITE PLAN

Provide dimensions from the main building to the proposed structure and to the property lines.

PLANS, SECTIONS AND ELEVATIONS

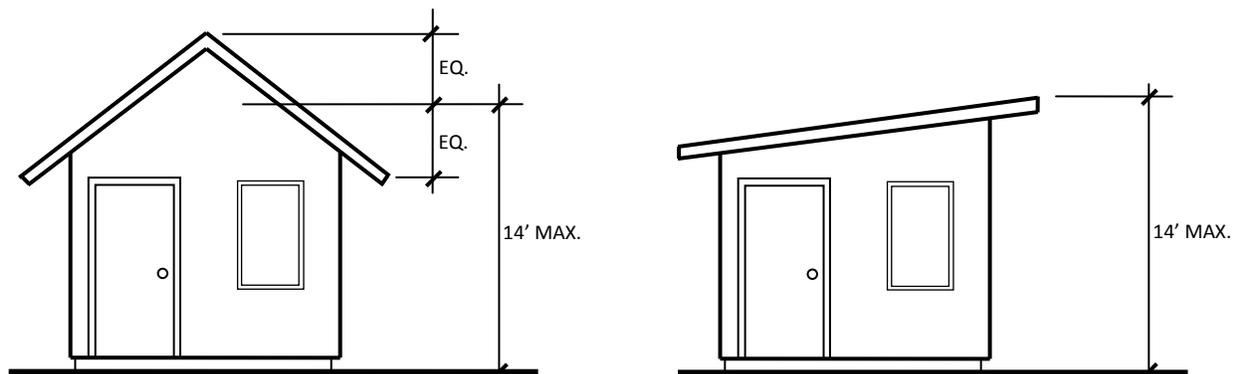
Provide a floor plan at ¼" per foot. Provide at least one elevation to show the exterior appearance of the new structure. Provide a building section to show framing and foundation type.

CONSTRUCTION DETAILS

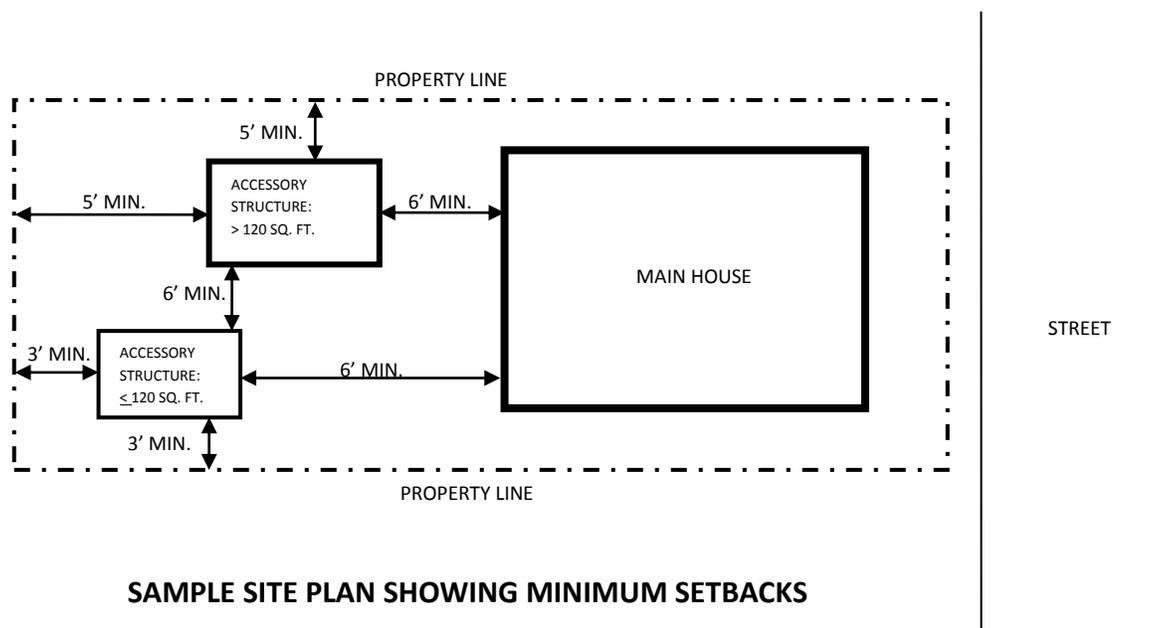
Provide details as necessary to describe the method of construction for all building elements.

STRUCTURAL CALCULATIONS (If needed per design)

Structural calculations may be required for accessory structures if they are not conventionally framed. Usually calculations are not required for these types of projects.



MAXIMUM HEIGHT OF ACCESSORY STRUCTURES



SAMPLE SITE PLAN SHOWING MINIMUM SETBACKS