



ACCESSORY STRUCTURE INFORMATION PACKET PLANNING SERVICES (OVER 120 SQUARE FEET)

This worksheet is designed to assist applicants in planning a potential accessory structure on their property. This worksheet will help determine the maximum building size allowed and the setbacks and offsets (distances from the lot lines) for a specific property.

Property Information:

Address: Tax Key No.:

Zoning Information (Location):

Zoning District: Setback*:
 *(From any Property Line along a Street)

Offset - 1 Side: Offset - Other Side(s): Offset - Rear

Size Information:

According to the Zoning Code, every property is allowed an accessory structure up to at least 720 square feet in size, unless you are located within a subdivision that may have more strict regulations regarding accessory structures. Please check with your Home Owners Association and/or your Subdivision Covenants regarding any restrictions they may have in regards to accessory structures. In some cases lots can be allowed accessory structures greater than 720 square feet in area based upon the lot size and/or house size.

NOTE: Planning Department staff MUST enter the house size and lot size below.

ALLOWED SIZE OPTIONS:

1. Allowed By Right = \longrightarrow Square Feet Allowed

2. Allowed by House Size (Only enter the house size if it is greater than 1,200 square feet.)

House Size*: X 60% = Square Feet Allowed

*(This size must be from the City of Muskego Assessor's Records.)

3. Allowed by Lot Size (Only enter the lot size if it is greater than 40,000 square feet.)

Lot Size: X 2% = Square Feet Allowed

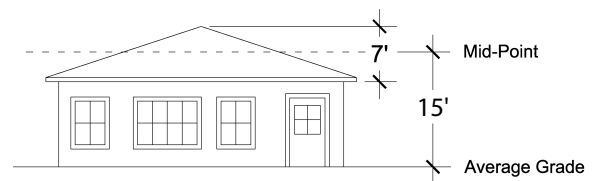
4. Enter the Largest Number From the Shaded Boxes Above = **Maximum Square Footage Allowed**

There is possible bonus square footage that can be allowed depending on the placement of the accessory structure. Please see the Planning Services Division for more details.

Height Information:

All accessory structures are permitted to be 15 feet in height by right. Height is measured from the average finished grade at the front building line to the highest point of the midpoint of the highest gable of a traditional mansard, gambrel, hip, or pitch roof. (Continued on next page)

Mid point is determined by drawing a horizontal line between the points where the walls intersect the roof deck or an average thereof. Then draw a perpendicular line from the horizontal line to the highest point of the gable. The midpoint of the vertical line shall be the height of the gable roof for the purposes of this ordinance.



There are two possible height bonuses that may be applicable if needed. They are as follows:

1. One (1) additional foot in height is allowed for every five (5) additional feet of offset beyond the minimum district requirements. No such bonus shall result in a structure that exceeds 20 feet in height.
2. If your lot is greater than 40,000 square feet, then one (1) additional foot in height is allowed for every 10,000 square feet of lot size over 40,000 square feet. No such bonus shall result in an accessory structure which exceeds the height permitted for principal structures in the zoning district. This typically is 30 feet.

Information Required for Building Permits

To apply for a permit, the following must be submitted to the Building Services Division:

One (1) copy of the following:

- Completed Accessory Structure Information Packet (this worksheet)
- Completed and Signed Building Permit Application

Three (3) copies of a to scale plat of survey, or an accurate drawing approved by the Planning Services Division, which include the following:

- Proposed structure location and dimensions drawn to scale, including distances from existing structures and property lines
- All existing structures with locations and dimensions
- Ordinary High Water Mark (OHWM), 100 Year Floodplain Elevation, 2 foot above 100 Year Floodplain Elevation and Wetland Delineation (if applicable)
- Grading Changes, if applicable
- Existing Easements, if applicable

Three (3) copies of the building plans which should include the following:

- Elevation-view of project, as it would appear from your yard looking at the structure, from at least two directions (please state exterior materials and colors)
- Framing plan which will show the size, type and spacing of lumber you will use to construct the project
- Foundation Plans (Concrete floors are typically required for buildings larger than 120 square feet)
- Preliminary Site Evaluation (for lots not serviced by municipal sewer)

On lots not serviced by municipal sewer, a Preliminary Site Evaluation is required by the Waukesha County Department of Parks and Land Use, Division of Environmental Health. This review is conducted to assure that there are no conflicts between the proposed structure and the on-site sanitary system. Application forms are available in the Building Services Division of the Community Development Department. For further information, please contact the Waukesha County Division of Environmental Health at (262) 896-8300.

If Plan Commission approvals are required, then the submittal must contain two (2) folded hardcopies of all documents listed above relating to the proposal. Also, a PDF file of all of the documents must be submitted meeting the following criteria: To scale, 300 dpi min. resolution, color (where applicable). There is a \$10 scanning charge if the petitioner does not have the ability to submit a PDF.

The estimated retail cost of the work is required to be submitted with the application. The Community Development Department may revise this amount if they feel that the amount you have listed is inaccurate.

NOTE: The colors of the accessory structure must match the colors of the house. Also, the exterior of the accessory structure must contain similar or the same materials as the house. If the materials and colors are not matched, then Planning Commission approval may be required. If there is already an accessory structure larger than 120 square feet in size on the property, then Planning Commission approvals will be required.