



## BUILDING DEPARTMENT

113 Main Street • Oswego, IL 60543 • (630) 554-2310 • Fax: (630) 554-7545  
Website: <http://www.oswegoil.org>

---

### **GENERAL INSTRUCTIONS FOR A SHED PERMIT**

#### **NEED TO SUBMIT:**

1. Completed accessory structure permit application.
2. Completed shed permit checklist.
3. Plat of survey showing proposed location of shed, dimensions of shed and distance from shed to lot lines and to the primary structure.
4. Building plans, drawings or instructions for construction of shed. (For popular brands of sheds a brochure showing the proposed shed may be sufficient for permit review)

#### **GENERAL SHED REQUIREMENTS:**

1. A shed shall not be permitted in a front yard.
2. A shed shall not exceed 144 square feet in size.
3. A shed shall not exceed 15 feet in height. (This dimension shall be measured from the surrounding grade to the highest point of the shed)
4. A shed shall be placed a minimum of 5 feet from any property line.
5. A shed shall be placed a minimum of 10 feet from the primary structure.
6. For corner lots, a shed shall be placed behind the building setback line for the side yard.
7. A shed can be placed in an easement if the following conditions are met:
  - a. The shed shall not be placed on a concrete surface.
  - b. The owner shall be responsible for the moving of the shed and any cost associated with the moving of the shed, if for any reason, the shed should need to be moved for necessary work to be completed within that easement.
8. No shed shall be constructed of such height or in such manner as to interfere with the access of light or air to any house or place used for permanent habitation.



## BUILDING DEPARTMENT

113 Main Street • Oswego, IL 60543 • (630) 554-2310 • Fax: (630) 554-7545  
Website: <http://www.oswegoil.org>

---

DATE: \_\_\_\_\_

SHED PERMIT CHECKLIST FOR \_\_\_\_\_:  
(Address)

\*\* All Items listed must be completed and all documentation must be submitted at the time of permit application. Application submittals not complete WILL NOT be accepted for processing.

- Name, Address, Phone Number complete on Permit Application
- Permit Application signed and dated
- Project Cost – Including labor (if applicable)
- Contractor information (if applicable)
- Plat of Survey
- Location of Shed on Plat of Survey with all dimensions/distances to lot lines
- Size of Shed – Maximum size: 144 square feet
- Height of shed
- Shed plans with application (if stick-built)
- Manufacturer information on pre-built sheds
- Base/Floor information included with application
- Homeowner has contacted their Homeowner's Association before starting work;  
\*\*\*\* The Village Of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



BUILDING DEPARTMENT

113 Main Street • Oswego, IL 60543 • (630) 554-2310 • Fax: (630) 554-7545
Website: http://www.oswegoil.org

Building Permit Application for Accessory Structures

Permit No. \_\_\_\_\_

CUSTOMER DATA

Name of Owner: \_\_\_\_\_
Property Address: \_\_\_\_\_
Daytime Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_
Subdivision: \_\_\_\_\_

CONTRACTOR DATA

Name of Contractor: \_\_\_\_\_
Address of Contractor: \_\_\_\_\_
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
Daytime Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

PROPOSED PROJECT DATA

TOTAL OVERALL COST:\$ \_\_\_\_\_

DESCRIPTION OF WORK:

Existing Structure:
(5) Remodel / (10) Demolition / (9) Re-roof
(11) Radon Mitigation / (4) Garage/attached (3) Garage/detached
Plumbing work - describe \_\_\_\_\_
Electrical work - describe \_\_\_\_\_
Accessory:
(3) Fence wood chain link other - \_\_\_\_\_
new replacement / height 3' 4' 5' 6'
(3) Patio size X / concrete paver bricks
(3) Deck / (3) Pergola / (3) Driveway asphalt concrete
(3) Shed size X / pre-built built on site
(3) Swimming Pool above ground in ground
(11) Lawn Sprinkler / (11) Landscaping describe \_\_\_\_\_
(11) Other describe \_\_\_\_\_

CERTIFICATION

The applicant agrees to conform to all applicable laws of this jurisdiction. I also agree that all work performed under this permit will be in accordance with the plans and specifications which accompany this application., except for such changes as may be required by the inspection officials.

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

Signed: \_\_\_\_\_
Applicant's Signature

DATE \_\_\_\_\_

PERMIT APPROVED BY:

Building Inspector \_\_\_\_\_ Date \_\_\_\_\_