



# Accessory Structures

Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Zoning of Property: \_\_\_\_\_

Prior to application to the Building Inspection Division for a building permit for an accessory structure, please provide the following information to the Planning Division for review and approval: (Property owner must sign & initial.)

1. **Site Plan**, drawn to scale, which shows:
  - A. Location of the proposed accessory structure relative to property lines.
  - B. Footprint of the principal building, including the garage.
  - C. Lot coverage, percent of building coverage, percent of landscaping coverage, percent of area covered in hard surface.  
(See sample site plan on the back of this sheet)
  
2. **Building elevations** of the accessory structure, drawn to scale, which show:
  - A. All sides of the accessory structure.
  - B. Proposed exterior materials and colors.
  
3. Indicate your intent to comply with the following by placing your **initials** on the line provided:
  - \_\_\_\_\_ A. The total square footage of the accessory structure will not exceed 60% of the footprint of the principal building, including attached garage.
  - \_\_\_\_\_ B. The maximum height of the accessory structure will not exceed the height of the existing principal structure. (Exception for H-A zone.)
  - \_\_\_\_\_ C. The accessory structure will be operated and maintained for the benefit or convenience of the occupants, employees, customers, or visitors to the premises, which contains the principal use.
  - \_\_\_\_\_ D. The accessory structure will not be used for living or sleeping quarters. (Exception for Industrial zones.)
  - \_\_\_\_\_ E. The accessory structure will be constructed of similar materials and will be of a similar design as the principal building or structure.
  - \_\_\_\_\_ F. Access to the garage will be paved with asphalt or concrete.
  - \_\_\_\_\_ G. The total square footage of ALL accessory buildings and structures on the site shall not exceed the footprint of the principal building (including garage area).
  
4. Accessory buildings and structures shall comply with the front, side and rear yard setbacks set forth in chapter 18.38 and Section 18.52.030 of the Development Code. Accessory buildings shall be at least six-feet from the principal building and five-feet from the side and rear property line. If a corner lot, the street-side setback shall be at least 15-feet.
  
5. When accessory building and structures have alley access, the setback from the alley shall be a minimum of five-feet when access to the accessory building or structure occurs parallel to the alley. Otherwise, the minimum setbacks for accessory buildings or structures that have direct access from the alley shall be a minimum of ten-feet from the property line.

This is to certify that I/we have read and understand the conditions of the Greeley Development Code concerning accessory structures. I/we agree to abide by the conditions stated herein.

Property Owner's Signature \_\_\_\_\_

Date \_\_\_\_\_

Reviewed for Zoning Compliance by \_\_\_\_\_

Date \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# EXAMPLE

Scale 1" = 20'

## Site Plan

