



Community Development Department  
2 Community Boulevard • Wheeling, Illinois 60090  
Phone: 847.459.2620 • Fax: 847.459.2656

## **SHED OR GAZEBO PERMIT REQUIREMENTS**

A permit application must be filled out with a Plat of Survey attached showing the location and size of the shed or gazebo. It will be reviewed before issuing the permit. The 2012 International Residential Code and (if applicable) the 2011 National Electric Code will be followed.

### **LOCATION:**

- A completed permit application along with a copy of your plat of survey showing the **exact location and size** of the proposed shed or gazebo must be submitted for review.
- Shed or gazebo must be a minimum of ten **(10)** feet from rear of the house and six **(6+)** feet away from side and rear property line.
- Shed or gazebo cannot be located on an easement.
- Cinder blocks **may not** be used for the foundation.
- Maximum height is **(16)** feet from finished grade to the top of the structure.
- Indicate how shed or gazebo structure is supported (i.e. piers, slab or properly supported deck).
- The piers or post holes must be inspected before they are filled to assure the 42” minimum depth.
- Slab must be a minimum of 5” thick and a minimum of (1) bolt on each corner is required to secure the shed or gazebo.
- List all materials (including sizes and dimensions) being used if building the shed from scratch.
- Provide a copy of the brochure or spec sheets for kits or prefab sheds.
- A licensed/bonded electrician is required if electric will be installed in the gazebo.

### **REQUIRED INSPECTIONS**

- The pier or post holes must be inspected before they are filled to assure the 42” minimum depth.
- If electric is being added an inspection is required before electric is covered up.
- Final inspections are required for both shed/gazebo projects.

**Call (847) 459-2620 twenty four (24) hours in advance for scheduling all inspections.**

If you belong to a Homeowners Association, a letter of permission for installation is required by the Village if required by the Association.

**Ridgefield Homeowners Association does not allow sheds.**

**NO SHEDS OR GAZEBOS ARE PERMITTED IN THE FLOODWAY**



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## SHED OR GAZEBO AFFIDAVIT

Date \_\_\_\_\_

Resident's Name \_\_\_\_\_  
(PLEASE PRINT)

Resident's Address \_\_\_\_\_

- I have checked the covenants on my property. They allow a shed or gazebo to be built on my property.
- There are no covenants regarding building a shed or gazebo.
- A letter from the homeowners association is attached.
- No association governs placement and/or approval of a shed or gazebo.

I understand that if any of the above as marked is incorrect, it may result in the revocation of the shed or gazebo perm it and I will be required to remove the shed or gazebo.

Resident's signature \_\_\_\_\_