



Town of Gates

Shed Permit Guidelines

Please refer to the 2nd page of the “Building Permit Application” for Permit Process and Contacts.

Required Documentation:

1. **Building Permit Application**
2. **Survey map** and draw location of shed and distance to property lines
3. **Plans** (One of the following):
 - a. **Shed Kit or Pre-Built:** Print out of Shed from store website or Shed brochure
 - b. **Stick Built:** If constructing without a shed kit, please provide plans. See next page for details needed→
4. **Insurance or Exemption Form** (One of the following):
 - a. **Contractor:** General Liability & Worker’s Compensation
 - b. **Contractor without Worker’s Compensation:** General Liability and CE-200 Form - filled out on NYS website at <http://www.wcb.ny.gov>.
 - c. **Homeowner performing the work:** BP-1 Form

Additional Documentation:

5. **Easement Waiver** - If your Shed will be located on an Easement, indicated on a Survey Map, then you will need to complete the Easement Waiver, which needs to be approved by the Director of Public Works.

General Code Requirements

Topic	General Code Requirements	Code Reference
Location & Setback	<ul style="list-style-type: none"> Corner lots have two front yards, for each street it faces. 	§190-5 (Town) & §190-94.C(3) (Town)
	<ul style="list-style-type: none"> Setback Definition: Town of Gates definition of setback is “All front, side, and rear setback measurements shall be the minimum horizontal distance measured from the principal structure or any projections, whichever is greater, to the closest point of the front, side, and rear property lines.” (Gates code §190-5) 	§190-5 (Town)
	<ul style="list-style-type: none"> Front Setback: Must be setback from the property line facing any street: 50 feet for state and county roads and 35 feet for Town or other roads. 	§190-36 (Town)
	<ul style="list-style-type: none"> Rear Setback: Must be setback 5’ from the property lines in the rear of the house 	§190-54
	<ul style="list-style-type: none"> Side of House: R-1-8 District= 7 feet from side lot; R-1-11 District= 8 feet from side lot; R-1-15 District= 10 feet from side lot; 	§190-94.D
	<ul style="list-style-type: none"> House: Shed must be at least 5 feet from house (IRC 302.1(2) and fire/safety issues) 	302.1(2) (NYS)
Size & Height	<ul style="list-style-type: none"> Maximum height for all sheds is 15 feet, measured from ground to midpoint of roof. 	§190-94.E (Town)
	<ul style="list-style-type: none"> All sheds require a permit regardless of size, including replacement of a shed. There are no size restrictions but we may ask for additional details, for larger sheds, to determine if structure should be categorized differently. 	§70-6.A (Town)
Construction	<ul style="list-style-type: none"> Refer to Chapter 6 - Wall Construction 	R602 (NYS)
	<ul style="list-style-type: none"> Refer to Chapter 5 - Floors 	R507 (NYS)
	<ul style="list-style-type: none"> Refer to Chapter 8 - Roof-Ceiling Construction 	R802 (NYS)

Additional codes & details may apply. Please refer to Town, State & ICC codes for current code requirements. Information provided does not replace codes as written. Town Codes may be found at www.townofgates.org – Click on Town Codes. Construction codes may be found by searching the web for Residential Code of New York State.

Shed Construction Plans

(Do not complete if buying shed from store)

For Property Address: _____

