

Sheds, less than 200 square feet



Permit Application Process, Required Inspections and Code Requirements

Building and Zoning permit applications may be submitted using our [Online Permit Center](#). Paper permit application forms may be downloaded from the [Town website](#) or picked up in the office. Paper permits are accepted by mail, email, in-person or by drop box, located in Parking Lot A on Old Post Road. Payments can be made by cash, check or credit card (there is a processing fee for credit cards).

The term “shed” will include greenhouses, tool houses, pool houses, barns, gazebos, and other similar structures that are free-standing with a roof. If the structure will shelter a vehicle that travels over the road (car, motorcycle, boat, etc.), it would be considered a garage and should follow the permit process for a garage.

SHEDS, 100 SQUARE FEET OR LESS

A permit is not required for a shed 100 square feet or less, provided ALL of the following conditions are met:

- Is not for commercial use.
- Does not house livestock.
- Is not on footings or a permanent foundation.
- Does not include electrical wiring or plumbing.
- The size of the structure is no greater than 100 square feet.

SHEDS, LESS THAN 200 SQUARE FEET (OR EXCEED 10 FEET IN HEIGHT)

1. Zoning Permit - \$25.00

- Zoning requirements for sheds – **under 250 sq ft AND 10 feet or less in height** - in the Residential Design District (RDD Zone):
 - Regular lots: the shed must be in accordance with the front yard setback for principal structure from the front property line, 15-feet from both side property lines and 15-feet from the rear property line.
 - Rear lots: the shed must be in accordance with the front yard setback for principal structure from the front property line, 15-feet from both side property lines and 15-feet from the rear property line.
- When you complete the Zoning portion of the application, you will want to complete the setbacks (which is the distance from a structure to a lot line). You will need to provide the measurements for the distance from the closest side of the shed to the closest point for each property line. This should be measurable once you have completed the map requirements below.

2. Map, to scale, showing the proposed shed location:

- You may use the [Town GIS mapping service online](#) or you may call the office to see if there is a property map on file. For instructions on using the Town GIS, click [here](#).

3. Structural plan for the shed – typically a one-page diagram that shows the shed construction. This should be provided in the assembly instructions that come with the shed or from the shed company. If the shed is built from scratch, we will need building plans, including the framing plan and finished design, with dimensions.

WETLANDS

If you are closer than 50-ft from the wetlands and need a wetlands permit:

Wetlands regulations require structures, like sheds, to be located 50-ft from the wetland soils and 100-ft from watercourses (bodies of water, such as ponds, streams). If your proposed shed location is within that 50-ft/100-ft area (called the Upland Review Area) you will need an *agent-issued* wetlands permit.

- For instructions on how to use the GIS mapping service online to determine if your property has wetlands, please click [here](#).
- Wetlands Applications can be found here: <https://www.tolland.org/inland-wetlands-watercourses-commission/pages/permits-forms>
- Agent Issued wetland permit application fee: \$100.00
- Please contact the Wetlands Department at 860-871-3601, if you have any questions on the wetlands process.

HISTORIC DISTRICT

If the property is located in the Tolland Green Historic District, please contact the Building Department at (860) 871-3601. Depending on location, a Certificate of Appropriateness may be required.

INSPECTIONS

- No inspection required.

COMMON CODE QUESTIONS

- Piers need to be a minimum of 42-inches deep, for frost protection.