

PERMIT # \_\_\_\_\_

**UTILITY BUILDING  
PERMIT  
APPLICATION**

SECTION 1211.04 (k)  
Revised 9-24-19



**CITY OF WESTLAKE  
BUILDING DEPARTMENT  
27700 HILLIARD BLVD.  
WESTLAKE, OHIO 44145  
PHONE (440) 617-4105  
FAX (440) 617-4144**

**OFFICE USE ONLY**

APPROVED BY: \_\_\_\_\_

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

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

PERMIT COST: # 1000502.43330 \$ 25.00  
PLAN REVIEW \$ 5.00  
**TOTAL: \$ 30.00**

**HOMEOWNER INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

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

ESTIMATED COST: \_\_\_\_\_

**CONTRACTOR/INSTALLER INFORMATION  
Not required if owner is performing ALL work**

COMPANY NAME: \_\_\_\_\_

REGISTRATION NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

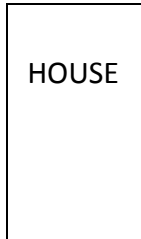
CONTACT PHONE: \_\_\_\_\_

**INSTRUCTIONS**

1. Draw all property lines including lot dimension.
2. Draw proposed area of new utility building including size & height.
3. Show location of easement, if any, and attach plot plan if available.
4. Show distances from main building, side, & rear property lines.
5. Call 24 hours in advance for required inspections such as footer or electrical *PRIOR* to covering any walls. Final inspections are also required.
6. Call (440) 617-4105 for inspections or questions.

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FRONT



- CHECK BOX IF Shed is being placed on a NEW Concrete pad. Dimensions of pad: \_\_\_\_\_

- CHECK BOX IF THIS IS A CORNER LOT (Other Conditions Apply)

**GENERAL INFORMATION FOR UTILITY BUILDINGS**

<u>Lot Size (Check One)</u>	<u>Max Size Allowed</u>	<u>Max Height Allowed</u>	<u>Rear &amp; Side Min Setbacks Required</u>
o Less than 20,000 Sq. Ft.	120 Sq. Ft.	11 Feet	10 Feet
o 20,000 to 40,000 Sq. Ft.	150 Sq. Ft.	12 Feet	10 Feet
o 40,000 to 60,000 Sq. Ft.	200 Sq. Ft.	14 Feet	10 Feet
o 60,000 to 80,000 Sq. Ft.	300 Sq. Ft.	15 Feet	15 Feet
o 80,000 plus Sq. Ft.	400 Sq. Ft.	15 Feet	20 Feet

- ❖ Utility buildings shall be permitted in rear yards only.
- ❖ Only one utility building in permitted on a single lot
- ❖ Utility sheds shall not have doorways facing the nearest adjacent side & rear lot lines
- ❖ Minimum distance between utility building and main building is 20 ft. / If distance is less than 20 ft. other conditions apply. (1211.20)(c)
- ❖ Landscape screening shall be installed between adjacent side and rear lots.
- ❖ Final Inspection is required

The above is a true description of the lot. The acceptance of the permit herein applied for shall constitute an agreement on my part to abide by all conditions herein contained and also to comply with all ordinances set forth by the City of Westlake, and the laws of the State of Ohio relating to the work to be done thereunder and said agreement is a condition of said permit.

**IMPORTANT NOTICE TO HOMEOWNERS: IF YOU OBTAIN THIS PERMIT ON THE BEHALF OF A CONTRACTOR YOU ARE LIABLE FOR ALL WORK INCLUDING ANY VIOLATIONS OR INCOMPLETE WORK. CONTRACTORS ARE STILL RESPONSIBLE TO BE OR BECOME REGISTERED.**

Signature of: **OWNER/CONTRACTOR** \_\_\_\_\_ **PRINT NAME** \_\_\_\_\_

**The Westlake Building Department does not enforce deed restrictions, covenants, or subdivision association regulation (By-Laws)**

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IF YOU OBTAIN THIS PERMIT ON THE BEHALF OF A CONTRACTOR YOU ARE LIABLE FOR ALL WORK INCLUDING ANY VIOLATIONS OR INCOMPLETE WORK.

CONTRACTORS MUST BE CURRENTLY REGISTERED WITH THE CITY OF WESTLAKE.