The Village of
WHITEHOUSE

Shed Permits

This is an overview of what you will need. Before proceeding with final plans, it is always recommended that you consult with Village employees to ensure all requirements have been addressed.

☐ Two sets of building plans, plot plans and specs. One copy will be returned to you after approval and one is kept in a permanent file at Village Hall. Plans should include your name, address and phone number.

☐ If you live in a subdivision with deed restrictions, you will also need a letter from your Home Owners Association or the subdivision builder/ owner/ developer.

☐ Indicate all structures on your plot plan, including house, pool, deck, fence, proposed shed, etc. also show how far from your property lines you intend to place the shed. A shed smaller than 12x12 shall have a minimum set back of 5 feet from each lot line. A shed 12x12 or larger shall have a minimum set back of 10 feet from each lot line.

☐ Size of shed and construction value. Depending on the size, a foundation may not be necessary. See attached Section 1270.02 (259) for foundation requirements.

☐ Contractor name, address and phone number. All contractors must be registered with the Village of Whitehouse.

After submission, it normally takes 3 – 4 days for the Chief Building Official to approve the plans. You will be contacted when the permit is ready.

Total fees due when plans are submitted:

Base Fee	=	$ 50.00	
Plus .10 per square foot	=	$	
Plus State of Ohio 1% fee	=	$_____	
		$	(payable to City of Maumee)
Zoning Fee	=	$ 25.00	(payable to the Village of Whitehouse)

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Structures

Section 1270.02 Definition: 259...

Structure: "Structure" means anything constructed, erected or placed on the land, the use of which requires a more or less permanent location on the land, or attached to something having a permanent location on the land. This includes and not limited to buildings, walls, fences, flag poles, advertising signs and billboards.

Enclosures constructed upon or placed upon a premises occupying less than thirty-six (36) square feet of surface area upon the premises and less than five (5) feet tall, shall not be considered structures and shall not require any permit or administrative approval from the Village of Whitehouse.

Structures constructed or placed upon a premises occupying more than thirty-six (36) square feet of surface area up to and including one hundred (100) square feet of surface area shall be placed or constructed upon a hard surface, e.g., concrete, gravel or upon skids with proper anchoring. Said structure shall not require any additional below ground foundation. Said structure shall require a permit from the Village of Whitehouse.