

SJC Detached Accessory Building Permit Application Requirements



1. Architectural and Structural Plans

- Elevations
- Wall Section
- Truss Details
- Framing, Electrical, Mechanical, and Plumbing Plans *if applicable
- Elevations of Structure at Roof Peak and Side Walls
- Exterior Material
- HOA Architectural Committee Approval *if applicable (Required for permits in Daybreak)

2. Owner Builder Certification *if applicable

- The Owner Builder Certification Form is available under the forms provided on the Building Department's website.
[Building Department: Forms - Owner Builder Certification](#)

An **Owner Builder Certification is required** when the property owner is doing the work themselves. When the property owner applies for the permit and hires a contractor to complete the work, **a copy of the Contractor's state license is required.**

3. Site Plan Drawn to Scale

Must Include:

- Size of The House and Attached Garage
- Size of Detached Accessory Building
- Location of Structure on Lot, Including Distance From Property Line
- All Easements and Existing Structures
- Grading:
 1. Indicate on site plan how the drainage is directed from the structure.
 2. Show how water is retained on lot and prevented from draining on neighboring lots.
 3. Show location and where they discharge, if using downspouts

Note:

Detached Accessory Structures under 200 square feet fall under the Accessory Building Requirements found on the Planning and Zoning Department's webpage.

[Planning and Zoning Department: Informational Flyers - Accessory Building Requirements](#)