



# GUIDELINES: ACCESSORY BUILDINGS

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**Pre-Planning** - To obtain a building permit you must provide us with a completed application, plot plan and building drawings. A plot plan indicates where the structure is to be located on the lot with the distances noted to the lot lines. Building drawings including the floor plan and wall section will show building size, height and type of footing, either a thickened slab or a trench footing. A blank application, plot plan and building plan examples are available from the display case in the Code & Ordinance Enforcement Department located at the Spirit Lake City Hall. Remember, two copies of each document are accompanied with the completed application.

## General Requirements:

1. *Check for any covenants that prevent unattached accessory buildings.*
2. *A structure less than 80 square feet of roofed area and under \$100.00 in value does not require a building permit-but must meet the minimum setback requirements.*
3. *Locate property lines exactly. On our first inspection (footing or slab), we may request of you to show us the lot pins. A permit will be revoked if the accessory building location is questionable. City personnel cannot locate property lines.*
4. *A building cannot be placed over an easement. Any curb cut, approach or sidewalk in the public right-of-way requires an additional permit. See the Public Works Dept. for construction specifications and requirements.*
5. *The building permit fee is based upon the valuation of the garage. This means the cost of all the materials plus labor. Or consider its market replacement value.*
6. *Post the yellow inspection card so it is visible from the street.*
7. *Remember to call Iowa **One-Call at 1-800-292-8989** before you dig.*

**Owner/Contractor Selection** - Homeowners can perform work on their own property that they live in. Follow the approved plans that were submitted and call for inspections before any work is covered up. The City requirement for Contractors is to have their state registration number, certificate of insurance and a \$15,000 Permit Bond. If the owner obtains the permit for the contractor, please ask the contractor to provide a Certificate of Insurance for liability and workmen's compensation prior to the commencement and lien waivers for the materials and labor at the completion. Any injuries occurring on your property may reciprocate to the homeowner's liability insurance.

**Accessory Building (attached)** - Garages attached directly to the house or by a breezeway, shall be considered part of the residence and must meet the setback requirements for the principle structure. A usual residential side setback is 5 feet minimum. When the garage is attached to the house, the wall next to the house shall not have any openings other than a door. The door will be required to be a minimum of 1-3/8" solid core wood or a 20-minute fire-rating. No glass is allowed in the door except 1/4" wired glass held with steel stops. The wall between the house and garage shall be covered with 5/8" Type "X" gypsum board on the garage side of the wall. This coverage can extend from the foundation to the underside of the roof sheathing or cover the entire ceiling of the garage. Any attic access openings shall also be fire rated and secured to prevent hot gases into the garage attic.

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**Accessory Building (detached)** - If the proposed garage is detached, it must be a minimum of 5' from side and rear yard lines and a minimum of 10' from the house. The maximum height for a detached garage is 18' and not constructed to exceed the principal building height. Comer lots have different requirements so prepare your plot plan accurately to avoid work stoppages.

**Construction Details** - Frost-depth footings are required for the garage if the area is greater than 720 S.F. or when it is attached to the house. Detached garages of less than 720 S.F. shall be constructed on a 4" reinforced slab with an 8"x 12" thickened perimeter. (EXAMPLE - A 24' x 24' detached garage equals 576 S.F., therefore it can be built on a slab without footings.)

General Requirements:

1. If you are planning to build a "pole frame" type building, a set of drawings sealed by a licensed engineer or architect must be submitted.
2. Frost-depth footings are to be 8" wide and extend 42" deep from the finished grade.
3. The garage floor shall be a minimum of 4" thick, 4000 lbs. reinforced concrete. An acceptable reinforcement is 6x6, 10/10 wire mesh. All sod and vegetation must be removed. Compact all loose fill prior to the first inspection. No open pit drains are allowed.
4. All foundation plates or sills placed in contact with concrete-or masonry must be treated wood, or foundation redwood, all marked or branded by an approved agency. A single course of masonry can also be installed around the perimeter. Use ½" embedded anchor bolts within 12" from each corner, within each splice and at every 6' thereafter. Drill-in anchors are not listed for perimeter attachment.
5. **HEADER SIZES' FOR OVERHEAD GARAGE DOORS:**

<u>A. Located in Gable Wall</u>		<u>B. Located in Bearing Wall</u>	
<u>Opening</u>	<u>Header</u>	<u>Opening</u>	<u>Header</u>
<u>Size</u>	<u>Required</u>	<u>Size</u>	<u>Required</u>
9'	2-2x6 w/1/2" Plywd. Spacer	9'	2-2x10 w/1/2" Plywd. Spacer
16'	2-2x8 w/1/2" Plywd. Spacer	16'	2-2x14 w/1/2" Plywd. Spacer
18'	2-2x10 w/1/2" Plywd. Spacer		

**Inspections/Questions-** You're responsible for calling the Inspector to arrange for all inspections. The footing/slab form inspection would be the first. Post the yellow cardboard Inspection Record and see which inspections are required. Do not conceal any work.

1. An electrical permit is required for any wiring done in the garage. The permit fee is based upon the number of switches, circuits and receptacles. Remember all outlets must be G. F.C.I. protected except for dedicated circuits.
2. Be sure to call for a FINAL INSPECTION once construction is complete. A Certificate of Completion is issued at completion.

For further information, you may stop in at City Hall or call the Code & Ordinance Department at 336-1871.