

TOWN OF EASTCHESTER BUILDING DEPARTMENT

40 Mill Road
Eastchester, NY 10709

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www.eastchester.org

SHED PERMIT APPLICATION PACKAGE

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Regulations for Sheds in One- and Two-Family Residential Districts

Town of Eastchester Zoning Law requirements

- A permit is not required for a shed if the floor area does not exceed 8' X 10'.
- Sheds are not permitted in any front yard
- All sheds, regardless of whether a permit is required, must comply with the applicable impervious surface coverage area and building coverage requirements for the district within which they are located.
- All sheds, regardless of whether a permit is required, must comply with the applicable setback, height and coverage requirements for the district within which they are located (see table below)
- Only one shed is permitted per property.
- No shed shall be larger than 10' x 12' in floor area.

Requirements for Sheds

District	R5	R6	R7.5	R10	R15	R20	R3
Side Yard Setback	5	5	6	8	12	15	5
Rear Yard Setback	5	5	6	8	12	15	5
Distance to Principle Building	10	10	12	14	16	18	10
Maximum Building Height	12	12	12	12	12	12	12
Maximum Ridge Height	15	15	15	15	15	15	15
Maximum Accessory Building Coverage (%)	8.5	7	6	6	5	4	7

Permitted Hours of Construction: 8:00 am-6:00 pm, Monday- Friday

SUBMISSION REQUIREMENTS FOR SHED PERMITS

One- and Two-Family Residences

Instructions

1. Submit the following information:
 - a. Shed Permit Application (no fee required)
 - b. Affidavit of Ownership
 - c. A survey of the property showing the location and height of the proposed shed
 - d. Photographs, details and/or catalogue cut sheet of the type of shed being proposed
 - e. If the shed is being installed by a contractor: copies of the contractor's Westchester County contractor's license and liability, disability and workers' compensation insurance. Specific insurance requirements are attached.
 - f. If the shed is being installed by the homeowner: an Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance - Form CE-200 (available in the Building Department)
 - g. Shed Permit fee, calculated as follows: \$75.00 for the first \$1000.00 of estimated construction costs, plus \$10.00 for each additional \$1000.00 of estimated construction costs. Make checks payable to the Town of Eastchester.
2. After the Shed Permit has been issued and the shed has been installed: Call the Building Department to schedule a final inspection. If the shed installation passes the inspection: complete an application for a Certificate of Compliance (no fee required) and submit to the Building Department. The Certificate of Compliance will be mailed to the property owner at the address listed on the application.

SHED PERMIT APPLICATION

Building Permit Fee: _____ Date Received: _____

Legalization Fee: _____

Total Fee: _____

(No application fees or certificate of compliance fees required)

Property Address: _____

Section: _____ Block: _____ Lot(s): _____ Zone: _____

Property Owner Name: _____

Property Owner Address: _____

Cell Phone #: _____ Email: _____

Contractor Company Name: _____

Contractor Company Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Cell Phone #: _____ Email: _____

Description of Proposed Shed:

Estimated Cost of Construction/Installation*: \$ _____

*Note: The estimated cost of construction shall include all costs related to the above described project and shall include design, installation and all other materials and labor that is utilized, whether donated or contracted, including that of the property owner. If a reasonable estimate for construction is not provided, the amount shall be determined by the Building Inspector. Before a CC can be issued, a signed and notarized Affidavit of Final Construction Costs must be submitted to the Building Department. If the actual cost of construction is greater than the estimated cost of construction, additional fees will be required.

Clearly Print Name: _____ Sign Name: _____

AFFIDAVIT OF OWNERSHIP

State of New York)
County of Westchester)

I, _____, being duly sworn, deposes and says:
(clearly print first and last name of property owner)

(check appropriate box)

- I am the owner of the property for which this application is being submitted.
- I am an officer of the corporation that owns the property for which this application is being submitted.

Further (check applicable box):

- I am submitting this application on my own behalf.
- I am authorizing the following individual to submit this application on my behalf:

(clearly print name of individual authorized to submit this application)

Further:

To the best of my knowledge, information and belief, all statements contained in this application are true, complete and correct, and all work will be performed in the manner set forth in the application and in the plans and specifications filed therewith, and in accordance will all applicable laws, ordinances and regulations.

(Signature of Owner)

(Print Name of Owner)

Sworn to before me this _____ day of _____, 20____

(Signature of Notary Public)

INSURANCE REQUIREMENTS

In accordance with Workers' Compensation Law §57 and §220(8)

CONTRACTORS MUST PROVIDE THREE (3) SEPARATE INSURANCE CERTIFICATES:

- 1. LIABILITY INSURANCE:** ONLY Liability Insurance is permitted on the **ACORD** form.
- 2. WORKERS' COMPENSATION INSURANCE,** ONLY the following forms are accepted:
 - **CE-200:** Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage. (Instructions on how to create Exemption form are attached)
 - **C-105.2:** Certificate of Workers' Compensation Insurance
Note: The State Insurance Fund provides its own version of the form, the **U-26.3**
 - **SI-12:** Certificate of Workers' Compensation Self-Insurance
 - **GSI-105.2:** Certificate of Participation in Workers' Compensation Group Self-Insurance
- 3. DISABILITY INSURANCE,** ONLY the following forms are acceptable:
 - **CE-200:** Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage. (Instructions on how to create Exemption form are attached)
 - **DB-120.1:** Certificate of Disability Benefits Insurance
 - **DB-155:** Certificate of Disability Benefits Self-Insurance

HOME OWNERS:

For Building Permits only, home owners may apply to work on their residences.

The application for a Certificate of Attestation of Exemption, Form **CE-200**, from Workers' Compensation and/or Disability and Paid Family Leave Benefits coverage may only be completed by entities with no employees and/or out-of-state entities obtaining a contract or license in which all the work is being performed outside of New York State. (Instructions on how to create Exemption form are attached)

Note: On all insurance certificates, the **CERTIFICATE HOLDER** must be listed as:

**Town of Eastchester
40 Mill Road
Eastchester, NY 10709**