



BUILDING DEPARTMENT

190 Malabar Road, S.E. • Suite 105 • Palm Bay, FL 32908

Phone: (321) 953-8924 • Fax: (321) 953-8925

ACCESSORY STRUCTURE REQUIREMENTS

- Completed building permit application.
- Owner/Builder affidavit, if applicable.
- Proof of ownership (copy of warranty deed or County tax bill).
- One (1) copy of survey showing any easements, location of septic tank and drain field, location of electrical service power line to the house, location of the proposed shed and size, and setback requirements. The survey must further depict all existing structures. Also, if the property is on septic, it is required to have approval from Environmental Health with indication on the survey (321-633-2100) they are located at 2725 Judge Fran Jamieson Way Viera, 32940.
- One (1) copy of manufacturer's plans and specifications for the proposed structure. Design loads, to include wind, shall be digitally signed and sealed by a Florida registered architect or engineer.
- If built on site, one (1) copy of plans are required showing elevations, floor plan, wall sections, and type of materials to be used to complete the structure. Design loads, to include wind, shall be digitally signed and sealed by a Florida registered architect or engineer.
- If a pre-manufactured structure, one (1) copy of the approved plans stamped by the Department of Community Affairs (DCA) is required.
- Provide one (1) copy of the tie down or anchoring methods for the proposed structure.
- Copy of the recorded Notice of Commencement (if value is greater than \$2,500).

Note: Additional documents may be required upon request by the Building Official.