



## ACCESSORY STRUCTURE (STORAGE SHED, TUFF SHED) PLAN AND PERMIT REQUIREMENTS

A building permit is generally required for the construction, alteration, repair, or demolition of any shed that is attached, or, if detached, greater than 120 square feet in area or 10 feet high. Building permits are required for any structure with electrical wiring or plumbing beyond a hose bib. To verify the allowed placement location, contact [planningcounter@santacruzca.gov](mailto:planningcounter@santacruzca.gov)

### **Definition:**

Non-habitable accessory structure (storage shed/ Tuff Shed) is a detached structure, with no built-in heating or cooling, located on the site of a primary dwelling unit or primary nonresidential use.

**Building Permit Is Not Required** for a shed only when ALL the following criteria are met:

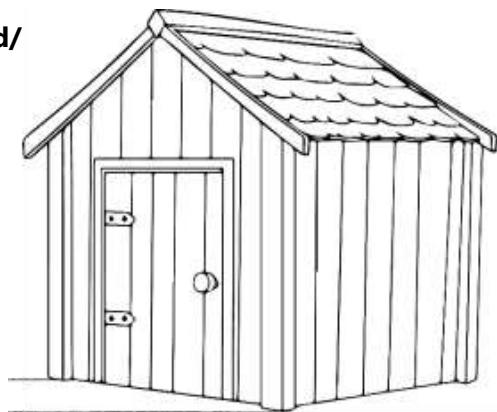
- The new structure does not exceed 120 square feet.
- The shed does not exceed one story or 10 feet in height, measured to the top of the roof sheathing.
- The structure is not used or rented out as a dwelling or habitable space.
- It does not contain electricity or plumbing.
- It is unheated and not air-conditioned.
- It may not contain a bathroom (no toilet, sink, tub or shower).
- It may not contain any kitchen/cooking or food prep facilities.
- It may not be rented out as a dwelling unit or habitable space.
- It may not have a separate electric meter.
- It is not located in a riparian corridor or buffer, floodplain, or a designated sensitive habitat. Please consult with Planning to determine if these limitations are present on the parcel.
- The shed must be detached from other structures. (Note the minimum distance separation between any two detached structures shall be no less than six feet, per Santa Cruz Municipal Code, Title 18)

### **What IS allowed within a detached accessory structure (storage shed/ Tuff Shed) over 120 square feet in size and 10 feet or less in height?**

- Limited plumbing (toilet and sink, a washer/dryer, and water heater) and electrical service of 100A/220V are allowed in non-habitable accessory structures with appropriate electrical and plumbing permits.

### **Typical inspections include:**

- Foundation, framing, utilities (if applicable), and final.





## ACCESSORY STRUCTURE (STORAGE SHED, TUFF SHED) PLAN AND PERMIT REQUIREMENTS

For Plan Submittal, email a completed application and plan to [permits@santacruzca.gov](mailto:permits@santacruzca.gov)

### **Required Drawings and Document Information:**

#### **1. Completed Permit Application**

- a. Coversheet/ Site Plan:
- b. Property Address.
- c. Property owner's name and contact.
- d. Applicant/agent/contact (if different).
- e. North Directional Arrow.
- f. Written narrative scope of work (Example: Proposed new 121 sq ft premanufactured Tuff Shed to rear of property on new 3" concrete slab.) Clearly state whether the shed is for personal, tenant, or public/common use.
- g. Show entire property, property lines, existing/proposed structures, and distances/setbacks. Include the dimensions from proposed structure to all property lines and adjacent structures.
- h. Indicate location of shed, paved walkways, and utility connections.
- i. List relevant codes (e.g., 2022 California Building Code (CBC), California Mechanical Code).
- j. Specify applicable occupancy classification and construction type (Group U, Type V-B.).
- k. Indicate if the project is in a Wildland-Urban Interface (WUI) and Flood Zone.

#### **2. Floor Plan**

- a. Show shed dimensions, door/windows, washer/dryer location, and any counters or storage areas.
- b. Indicate clearances in front of appliances (30" x 48" minimum for accessibility if required 2022 CBC 1127A.10.2).

#### **3. Elevations:**

- a. All sides of the shed, showing height, exterior finishes, windows/doors.

#### **4. Foundation Plan and Details:**

- a. Specify foundation/anchoring method and show proposed anchorage methods within plan details.

#### **5. Structural Details:**

- a. Describe/ Detail on plan proposed framing, size/type of lumber, roof, wall, and floor assembly.
- b. Electrical/Plumbing/Mechanical Plans (if applicable):
- c. Location of all electrical outlets, lighting, and any plumbing for the washer, if applicable
- d. GFCI protection for laundry area electrical to be in compliance with 2022 CEBC806.4.3, if applicable.
- e. Show hot/cold water supply, washer drain, and compliance with 2022 CPC if installing a washer.
- f. If ventilation is mechanical, specify the system type, capacity, and the area served. Mechanical ventilation or indication of adequate natural ventilation in compliance with 2022 CMC 405.1.1 is to be included on plan, if applicable.