



CONCORD MUNICIPAL CODE SECTION: **10813**
DESCRIPTION: **Yards and Setbacks. Special Circumstances. Accessory Structures**

Single Family Lots Procedures for Approval of Accessory Buildings and Structures

An accessory building or structure is allowed on a single-family lot, as long as the accessory building or structure is subordinate to the principal dwelling in size, shape, bulk, design, and use. An accessory building or structure shall be used only for activities which are incidental to the primary residence.

Permit Required for Accessory Structures

<u>SIZE</u>	<u>PERMIT REQUIRED</u>
< 120 sq. ft.	No Permit Required
120 sq. ft. or larger	Administrative Review or Zoning Administrator Approval (Building Permit Required)
On lots > 30,000 sq. ft.	Use permit by Planning Commission may be sought for special consideration of requirements (Building Permit Required)

Plan Approval

Prior to the issuance of a building permit for an accessory structure, the plans are reviewed and approved by the Planning Division. The purpose of this review is to ensure that the proposed structure complies with zoning requirements such as building setbacks, maximum size, maximum height and lot coverage restrictions. Plans are required to show that the exterior appearance and character of the accessory building reflects the appearance and character of the principal dwelling. A Planner will review the plans to determine if they conform to Zoning requirements.

If the plans meet the Zoning requirements, they may be approved and forwarded to the Building Division for their review. If plans do not meet the zoning requirements they will not be approved. The Planner will specify the reasons the plans cannot be approved and if possible, they will identify any changes that could bring the plans into conformance. Plans will not be approved if they are not complete or do not contain the required information.

Design

Plans for an accessory structure will be reviewed for conformity with the following guidelines:

1. Roofing and siding materials shall be the same as the roofing and siding materials predominant on the principal dwelling. Alternate materials may be approved if the Planner finds that the alternate roofing and siding materials reflect the character and appearance of the principal dwelling.
2. The color(s) shall reflect, or be complementary to, the color scheme of the principal dwelling.
3. Trim detailing, including but not limited to fascia, window trim, and door trim shall reflect and be complementary to the trim detailing of the principal residence.
4. Accessory buildings or structures shall be sited to protect the privacy and quiet enjoyment of neighboring properties. The siting of the accessory structure should seek to minimize impacts of noise, light, glare, and traffic on neighboring properties.

Submittal Requirements

An application for a building permit for an accessory structure must include accurate information with respect to the location and appearance of all existing and proposed structures on the property. The following information is also required:

1. A fully dimensioned Site Plan, drawn to scale, showing all property lines, existing and proposed structures, fences, walls, driveways and trees.
2. The site plan must show the relationship of the front (and street side where applicable) property line to the sidewalk and edge of street, the distance between structures, all easements and existing and proposed setbacks.
3. Architectural Elevations, drawn to scale, of the proposed building and the architectural relationship of the proposed building to the existing residence. All dimensions such as building height must also be specified on the plans.
4. All plans must indicate the name, address and phone number of the property owner and applicant (if different) and the address of property.
5. Photos of the property including the existing residence and the location of the proposed accessory structure.

Size of Accessory Structures

<u>DISTRICT</u>	<u>MAXIMUM SIZE (ROOF AREA)</u>	<u>MAXIMUM HEIGHT*</u>
R-6	480 sq. ft.	12 ft.**
R-7	560 sq. ft.	12 ft.**
R-7.5	600 sq. ft.	12 ft.**
R-8	640 sq. ft.	12 ft.**
R-10 through R-40	800 sq. ft.	12 ft.**

* Not to exceed twelve (12) feet, except within the allowable building envelope the height may be a maximum of sixteen (16) feet, but in no case shall an accessory building or structure exceed the height of the principal dwelling.

**Height shall be measured from grade level to the tallest point (ridge of roof) of the accessory structure.

Typical Residential Setbacks

Exterior Side Yards

The greater of:

1. The required setback for the principal dwelling, or
2. The required setback for the property adjoining the rear yard (except that a driveway to a carport or garage must be a minimum of eighteen (18) feet from a public right-of-way or private street).

Interior Side Yards

Five (5) feet.

Rear Yards

Five (5) feet, except ten (10) feet shall be maintained where a rear property line abuts a public street.