

Town of Brighton  
Phone: (901)476-8661 / FAX: (901)475-9983  
[www.townofbrighton.com](http://www.townofbrighton.com)

**Application for Accessory Structure**  
(2018) International Building Code Series is enforced)

**PROPERTY INFORMATION**

Property Owner Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_  
Map & Parcel: \_\_\_\_\_ Zoning District: \_\_\_\_\_ (FAR, R, R-1, R-2, B-1, B-2, M-1, M-2)

**CONTRACTOR INFORMATION – (If applicable)**

Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contractor's License #: \_\_\_\_\_

**BUILDING INFORMATION**

Building Material: Wood: \_\_\_\_\_ Metal: \_\_\_\_\_ Plastic: \_\_\_\_\_ Vinyl Siding: \_\_\_\_\_ Other: \_\_\_\_\_  
Construction: Prebuilt \_\_\_\_\_ Built on location \_\_\_\_\_  
Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_ # of Stories: \_\_\_\_\_

Foundation Type: Slab \_\_\_\_\_ Wood Frame \_\_\_\_\_ Wood Skid \_\_\_\_\_

Will you be installing: Plumbing Yes \_\_\_ No \_\_\_ / Electrical Yes \_\_\_ No \_\_\_ (If yes, provide electrical permit number \_\_\_\_\_)

**REQUIRED AT SUBMISSION**

- \_\_\_\_\_ Site Plan for Shed (location, dimensions, distance to property lines, easements, and street, residence)
- \_\_\_\_\_ Submission of stormwater management plan designed by a professional engineer
- \_\_\_\_\_ Detailed plan if built on location

Estimated Project Cost of Improvement: \$ \_\_\_\_\_

**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and understand and assume responsibility for the establishment of the official property lines for required setbacks prior to start of construction and agree to conform to all applicable laws of this jurisdiction. I further certify that this information given is true and correct to the best of my knowledge.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Municipal / Inspector Use

Zoning Code: \_\_\_\_\_ Building Code: \_\_\_\_\_

Flood Plain: \_\_\_\_\_ Yes \_\_\_\_\_ No

Stormwater Required: \_\_\_\_\_ Yes \_\_\_\_\_ No

Septic Upgrade Require \_\_\_\_\_ Yes \_\_\_\_\_ No

Building Plan Review: Approved \_\_\_\_\_ Not App'd \_\_\_\_\_ Date \_\_\_\_\_ Code Official: \_\_\_\_\_

Codes Administrator: Approved \_\_\_\_\_ Not App'd \_\_\_\_\_ Date \_\_\_\_\_ Code Official: \_\_\_\_\_

Zoning Plan Review: Approved \_\_\_\_\_ Not App'd \_\_\_\_\_ Date \_\_\_\_\_ Code Official: \_\_\_\_\_

Special Notes: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Project Dimension: L \_\_\_\_\_ x W \_\_\_\_\_ x H \_\_\_\_\_  
Total Project Area in Sq Ft \_\_\_\_\_

Total land disturbed \_\_\_\_\_

Measurements: Show lot lines, easements, all proposed or existing structures, streets/roads/driveways, waterlines/wells, sewer lines/septic systems, all property lines, all distance of proposed structure(s) from lot lines and work layout and dimensions. Any omitted information may cause a delay in permit issuance.

**Note: Plot plan must be included with the permit application.**

A large grid for drawing a plot plan. The grid is approximately 30 units wide and 40 units high. At the top of the grid, there are three vertical tick marks that divide the width into three sections. The grid is intended for a plot plan drawing.

Accessory Structure & Pole Building (Must comply with the building codes and inspections)

\*\* It is the property's owner's responsibility to know where their property lines and easement areas are located and install the buildings accordingly. \*\*

**Inspections required for all accessory structures**

1. Footer Inspection
2. Foundation Inspection
3. Plumbing (if applicable)
4. Framing
5. Sheathing (if other than metal)
6. Insulation (if applicable)
7. Electric Rough-in Inspection by State Inspector (if applicable)
8. Stormwater Inspection
9. Final Inspection- Use and Occupancy

All Residential Districts –

- Building shall be no less than 5 feet from principal building
- Structures cannot encroach into any easement or right of way areas
- No building is permitted within a roadway or driveway clear site triangle
- Structure can be no higher than the existing structure
- All accessory structures cannot exceed 1/3 of total back yard

Please call 24 hours in advance to schedule inspections.

Office Hours: 8:00 – 4:30 pm

901-476-8661