Department of Planning and Zoning
Town of Greensboro
PO Box 340
Greensboro, MD 21639
410-482-6222
www.greensboromd.org

The following information is needed when applying for a shed (over 200sf) permit:

1- A completed shed permit application

2- 4 sets of plot plans showing property lines and dimensions, as well as, setbacks.

3- 2 sets of building plans or blueprints showing floor plans, door and window sizes, foundation plans, cross sections details and elevations.

4- A signed inspection sheet stating you are aware of the required inspections and that you will call to arrange such inspections as they are due.

5- A filing fee will be collected with each application

Fee for Sheds over 200 sq. ft.: $120.75 + $.14 per sq. ft.

Shed Permit Application

(over 200sf)

Town of Greensboro
Shed Permit Application

Permit # _____
App. Date _____
App. Fee _____ MDIA Fee_____

Property Owners Name_____

Address _____

Email:_____

Phone _____(home) _____(work)

Property Location if different than above:

_____

Proposed Work _____
Estimated Value of new work: $_____

Setbacks: Front _____ Side _____
Rear _____ Side _____

Size of Shed _____
Type of Construction ( ) WOOD ( ) MASONRY ( ) ALUMINUM

Plans: Please provide (4) sets of plot plans showing the property lines and dimensions, location of all roads, acreage, driveways and location of existing and proposed structures. (2) sets of building plans/ blueprints which include a floor plan, door and window sizes, foundation plans, cross section details, and elevations. Inspections will be required as listed on the attached sheet.

The applicant hereby certifies and agrees as follows:

1- That he/she is authorized to make this application
2- That the information provided is correct
3- That he/she will comply with all regulations applicable hereto,
4- That no work will be performed on the above property not specifically described in this application
5- That he/she grants the Town officials the right to enter onto the property for the purpose of inspecting the work permitted and posting notices.

Owner's Signature _____ Date _____

Applicant's name printed _____

Applicant's Signature _____ Date _____

Zoning Administrator's Signature _____ Date _____

Building Inspector Signature_____ Date _____

Condtions:

Obtaining a Residential Building Permit

Residential construction must conform to the Code of the Town of Greensboro and a building permit is required for new construction or significant alteration of any residential or accessory residential structure. This bulletin outlines the requirements you must meet to adhere to the code and obtain a permit..

A residential building permit must be applied for when undertaking:

A. New residential construction
B. An addition to an existing residence.
C. An accessory building over 200Sf.

Step One:

Complete a residential building permit application available at Town Hall. You will need the following:

1. Property Owners Name. Fill in the current property owner's name, mailing address and telephone number.
2. Property Location. Provide the street name, parcel and lot number, and the subdivision name (if any). All of this information is included on your tax bill and is also available from Town Hall.
3. Lot Information. Provide the acreage of the lot, zoning classification, the street frontage,in feet and the depth of the lot in feet.
4. Critical Area, Floodplain, Wetlands. Check if the property is in the 1000ft. Chesapeake Bay Critical Area, in a floodplain, or contains wetlands.
5. Current Use/Proposed Use. Describe how the property is now used and how the property will be used after the improvements.
6. Proposed Work. Clearly describe what is to be built e.g. new home, addition etc.
7. Estimated value of new work. What is the value of the construction after it is completed?
8. Number of families, bedrooms, and bathrooms. How many families will be occupying the completed project and how many new bedrooms and bathrooms will be provided.
9. Setbacks and Height. Indicate the distance from the proposed construction to all property lines and the height of the structure in feet and the number of stories.
10. Other Improvements. Indicate if one of the listed improvements is involved.
11. Entrances. Indicate the number and width of any entrances proposed and the type of road on which your entrance will be located.
12. Type of Construction. Check the type of construction you will be using.
13. Contractors. Fill in the proposed builder, plumber and electrician, their address, license number and telephone number.
14. Plans Required. See Plot Plan and Construction Plan information sheets. Site Plans are required for multifamily construction. See Article XIV of the zoning regulations for site plan requirements.

Step Two:

When you have completed the application, bring it to Town Hall and the staff will check the information, compute all fees, and begin permit processing. Additional fees (other than the permit fee) may be assessed during the building permit process, depending on the nature and location of your project. All your property boundaries and proposed building corners should be visibly staked at this time so the property can be inspected.

Basic Residential Zoning Information

The following information is provided as basic assistance only. Details and exceptions are found in the Zoning Regulations and they are used as the final authority. Town staff will help you work through any complications that may arise.

Lot Sizes

Zone	Lot Minimum Area St. Ft.	Sizes - Minimum Width Ft.	Maximum percentage of Lot Area that may be covered by buildings
Residential (R1)	75% of lots 12000Sf 25% of lots 10000Sf	12000sf lots - 80Ft. 10000sf lots - 75Ft.	50%
Residential (R2)	12000sf	65Ft	40%.
Residential (R3)	7500sf	65Ft	30%
Central Commercial	None	0	100%

Setbacks

Zone	Front Setback	Side Setback	Rear Setback	Max. Height (Ft.)	Max. # of stories
Residential (R1)	25 Ft.	8Ft.	10Ft.	35Ft.	2 1/2
Residential (R2)	25 Ft.	8Ft.	10Ft.	35Ft.	2 1/2
Residential (R3)	25 Ft.	8Ft.	40Ft.	35Ft.	3
Central Commercial	0	0	10Ft	40Ft.	3

TOWN OF GREENSBORO

P.O. BOX 340
104 E. SUNSET AVENUE
GREENSBORO, MARYLAND 21639

PHONE 410-482-6222
FAX 410-482-7429

Residential Pre-Built Sheds on Skids
Over 200 Square Feet Require A Footing/Foundation

- Structures over 200 square feet in area require foundation walls, piers or other permanent supports that shall extend below the frost line of the locality, and spread footings of adequate size shall be provided when necessary to properly distribute the load within the allowable bearing value of the soil.

- Structures and all parts thereof, shall be designed and constructed to support safely all loads, including dead loads, without exceeding the allowable stresses for the materials of construction in the structural members and connections.

- Minimum roof design / snow load = 20 lbs. p.s.f.

- All sheds over 200 square feet must be strategically anchored to the supporting foundation by straps or anchor bolts. At a minimum, the shed must be anchored at all four (4) corners to prevent possible displacement from any wind uplift.

ACCEPTED FOOTINGS

1. Monolithic concrete slab with perimeter of slab extending below frost line.
2. Strip spread footings – located directly under skids.
3. Pier footings (round or square) – located directly under skids at spaced intervals.
4. Alternate: 12 – inch wide by 12 – inch deep stone trenches under each skid with each outside corner of structure anchored (see attached illustration).

INSPECTIONS REQUIRED

1. Footings – Before concrete is poured
2. Final – After being anchored

- Call Town of Greensboro at 410-482-6222 to request inspections

This form may be filled out for small additions or alterations to existing buildings. Fill in the necessary dimensions for the items listed below.

Footing _____

Pier Footing _____

Wall Thickness _____

Column or Pier _____

Beam _____

1st floor joist _____

2nd floor joist _____

7. Partition _____

8. Ceiling Joist _____

9. Header _____

10. Roof Rafter _____

11. Plywood _____

12. Roofing Material _____

_____

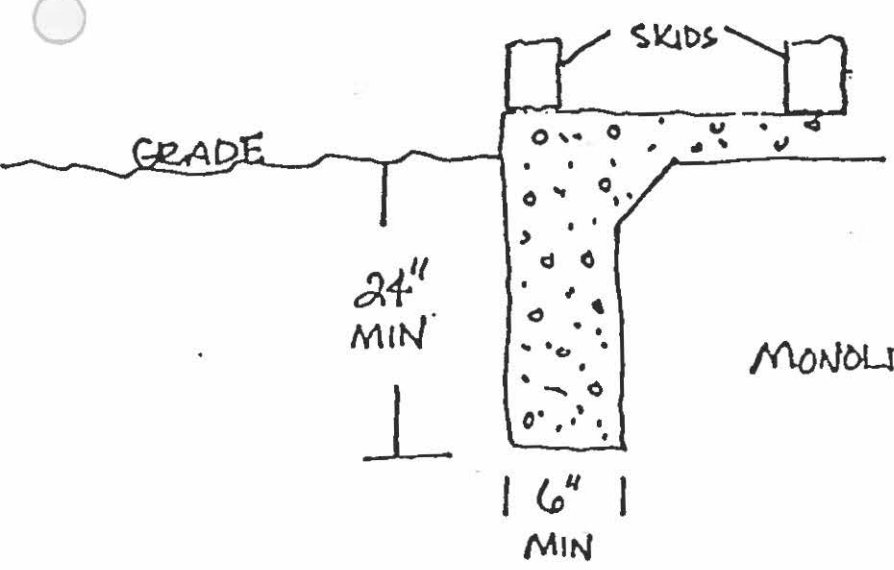
Typical Method of Bridging Joists

Owner _____

Builder _____

FOOTINGS (SHEDS - 1 STORY)

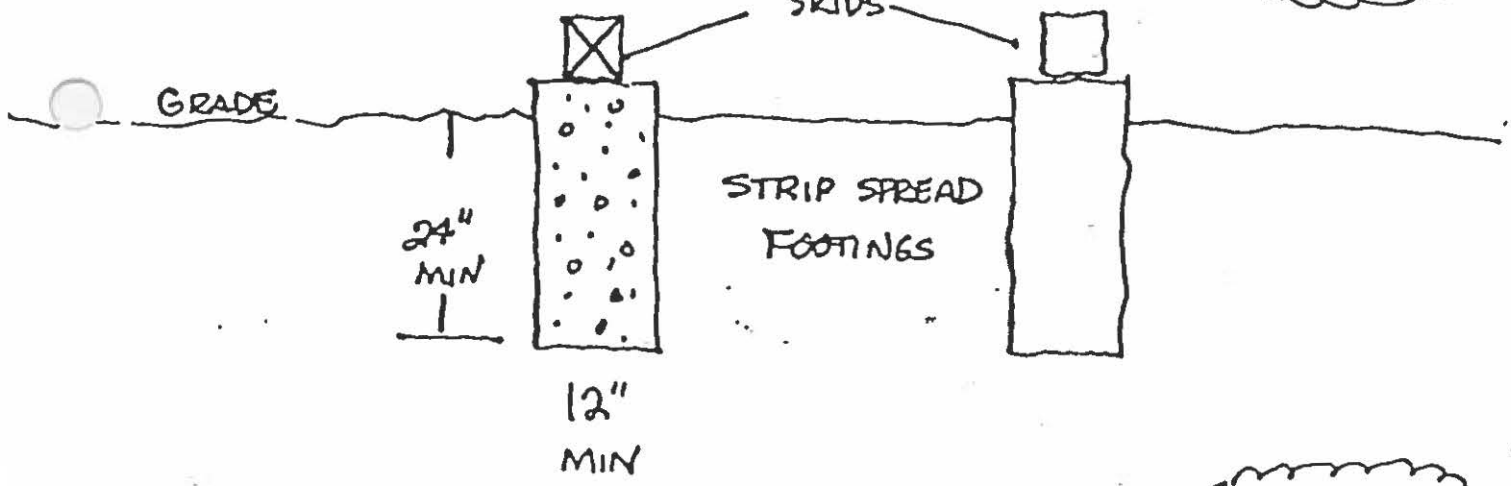
(FOR ILLUSTRATIVE PURPOSES ONLY)



METHOD 1

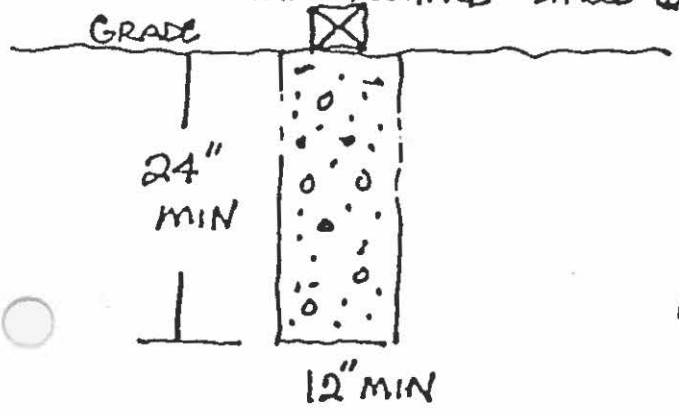
MONOLITHIC SLAB

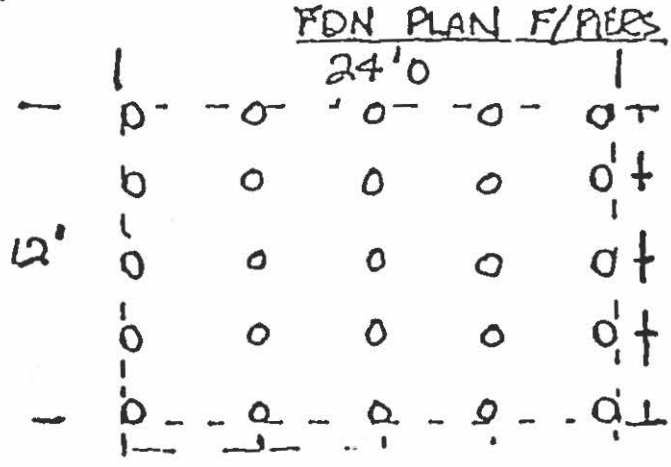
METHOD 2



STRIP SPREAD FOOTINGS

METHOD 3

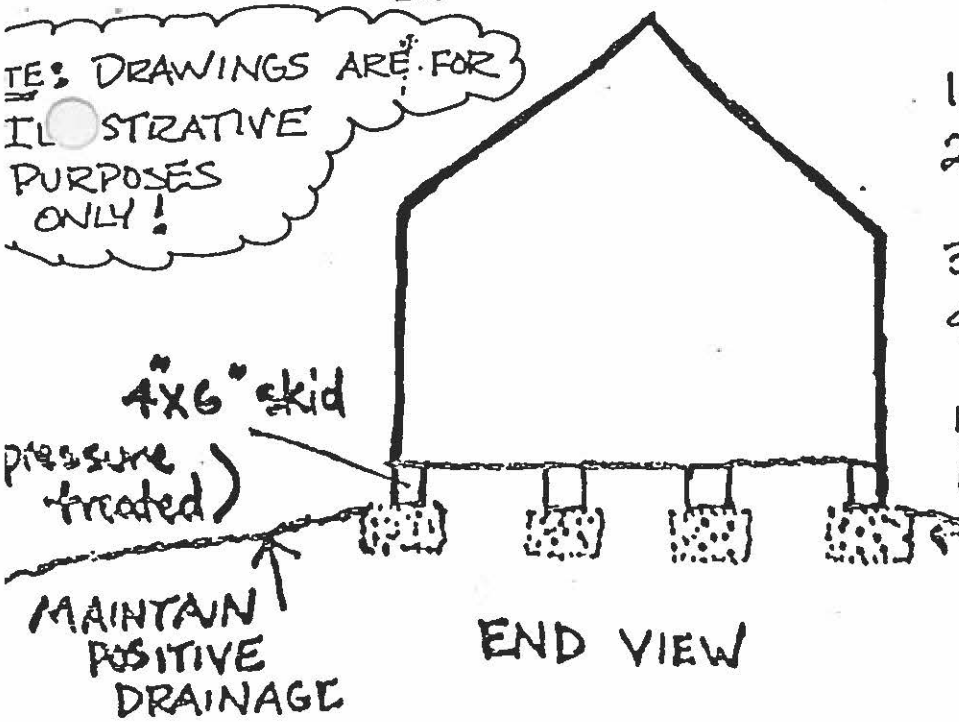




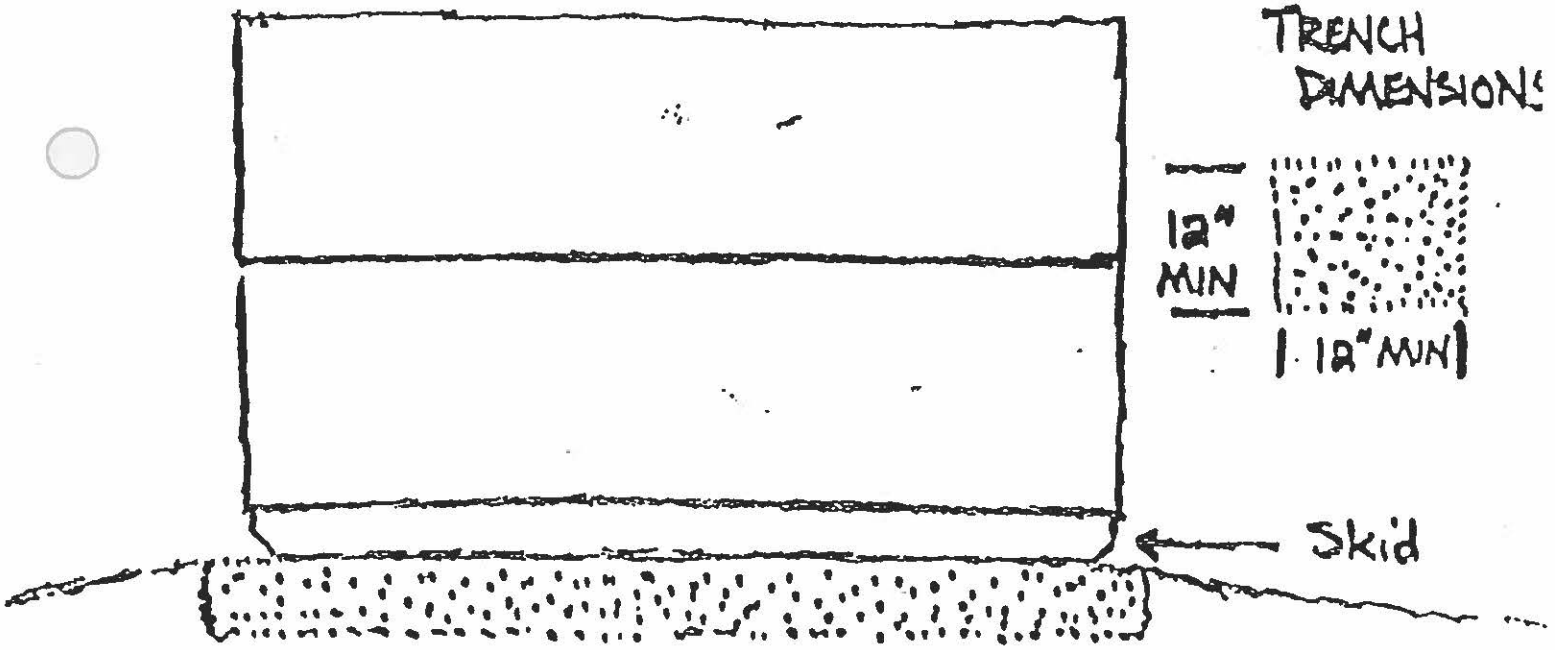
TE: DRAWINGS ARE FOR ILLUSTRATIVE PURPOSES ONLY!

REQUIREMENTS

1. Remove vegetation under shed
2. Minimum 12"x12" stone (¾" trenches under each skid
3. Tamp stone trench
4. Anchor structure @ each outside corner
5. Maintain positive drainage
6. Final inspection required

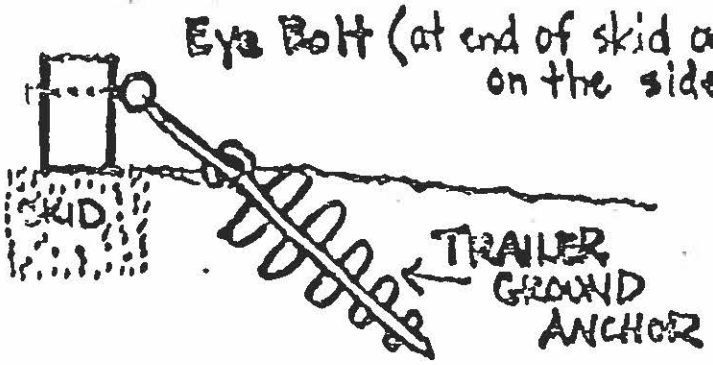


END VIEW



SIDE VIEW

ANCHORING METHOD



Department of Planning and Zoning
Town of Greensboro
PO Box 340
Greensboro, MD 21639
410-[illegible]32-6222

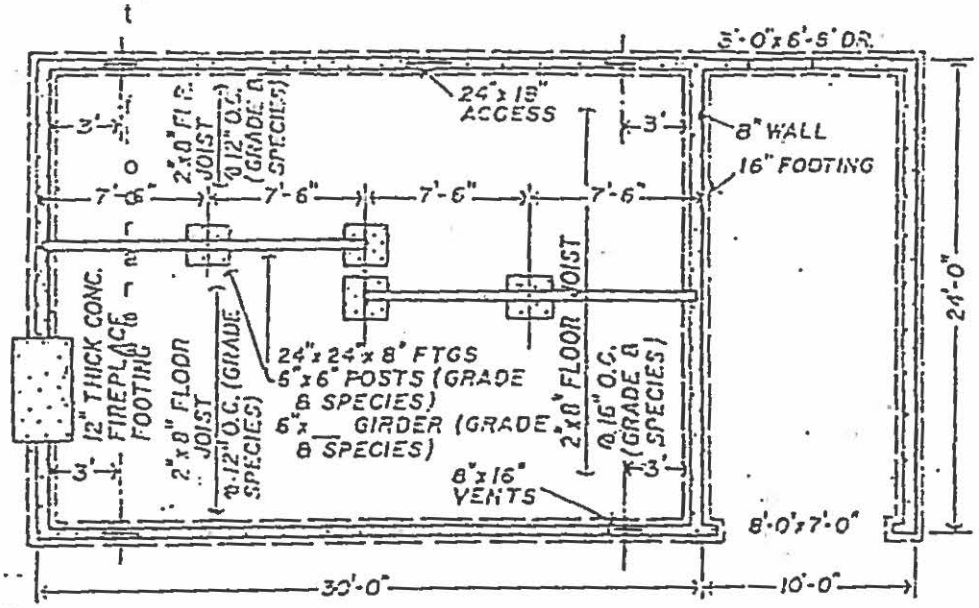
Zoning Bulletin #3
June, 1998

CONSTRUCTION PLANS INFORMATION SHEET

Provide 2 sets of Construction Drawings that include the following:

FOUNDATION PLANS that show

- Shape and dimensions of the foundation wall
- Top masonry course to be solid, solid filled, or FHA capping
- Anchor bolts to be ½" diameter X 15" long @ 6' o.c. and not more than 12" from corners
- Location and size of beams, posts, and interior footing
- Grade and species of all lumber to be used
- If crawl space, indicate the location and size of all vents, access holes, and insulation values
- If usable space, provide the information required for Floor plans below
- Floor joist sizes, spacing, direction, support, hangers, solid-blocking under bearing partitions.
- Show vent size and locations if house is in Flood Plain, 1 sq. in. vent area/1 sq. f. t



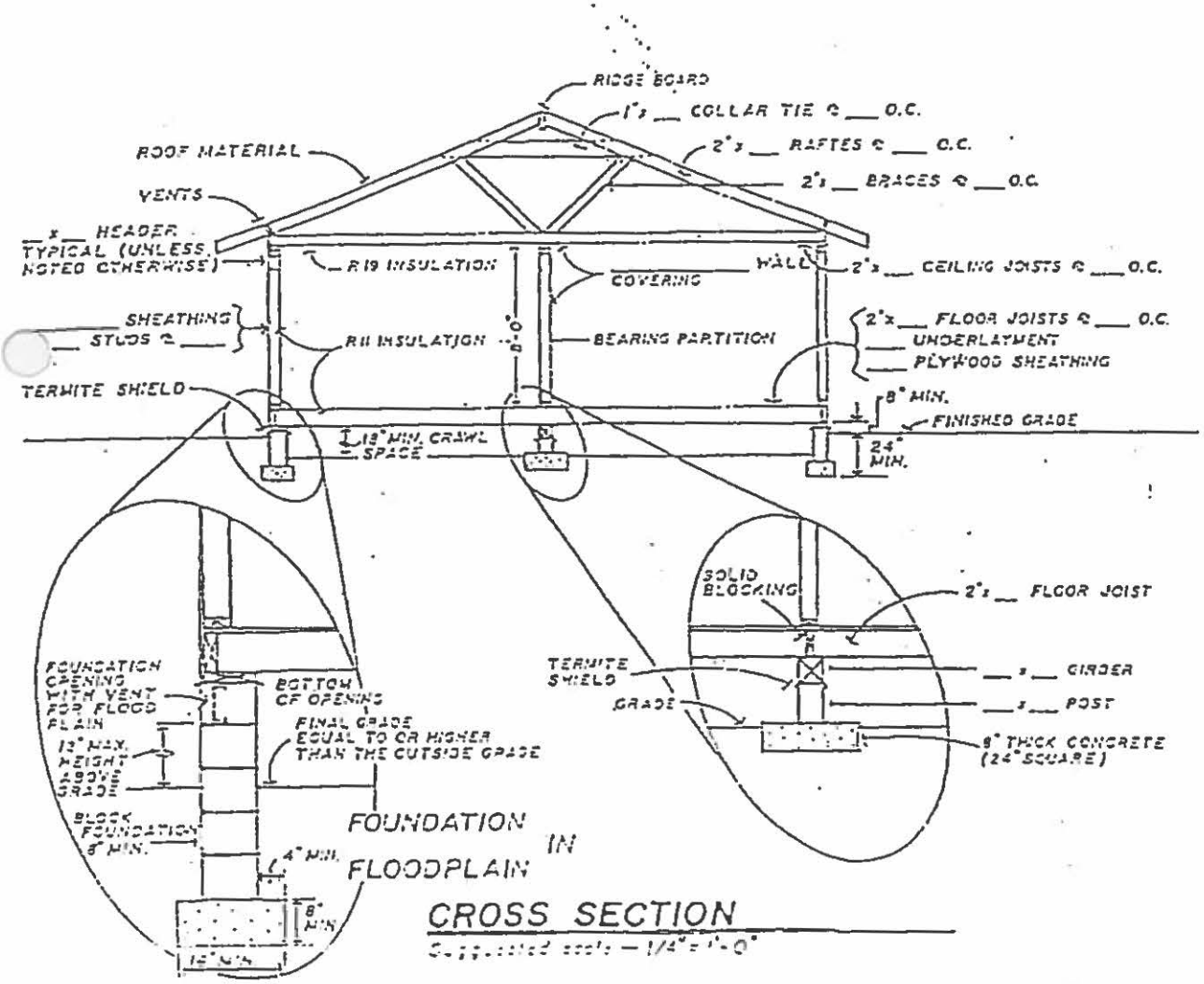
FOUNDATION PLAN

Suggested scale – 1/4" = 1'-0"

4/18/02

STRUCTURAL CROSS SECTION PLANS that show:

- Bottom of footing at 24" below finished grade
- Footing sizes, foundation wall thickness, and maximum fill against wall
- Start and finish grade
- Bearing posts and supporting footing sizes, and girder beam sizes under uniform and concentrated loads
- Sill plates and anchorage method; allow minimum 8" clearance from sill plate to earth. Must install a termite shield under header plate at top of foundation wall
- 12" minimum from beams to the ground for crawl spaces and 18" minimum clearance under floor joists
- Size and spacing of studs and roof rafters, noting maximum span of rafters and method of bracing to bearing partitions (if stamped engineered trusses are used, submit stress analysis and joint details, when requested)
- Sole plates, top plates, and ceiling joists
- Sheathing, liner, and covering of roof and walls, floor, and ceiling
- All "R" values of insulation installed in the ceiling, walls, floors on the perimeter, and on all ducting
- Indicate grade and species of all lumber



FOR OFFICE USE ONLY

BUILDING PERMIT NUMBER _____

DATE ISSUED _____

MINIMUM YARD REQUIREMENTS:

SIDE SETBACK	FRONT SETBACK	REAR SETBACK	SIDE ST.	HEIGHT

APPROVALS:

TYPE	APPROVED	DENIED
BUILDING		
ZONING		
SEDIMENT		
SWR & WTR		
SW MANAGEMENT		
CRITICAL AREA		
FLOOD PLAIN		
ENTRANCE		
WETLANDS		
OCCUPANCY		
OTHER		

Application having been made for a building permit and the proposed structures and usage being in conformity with the Code of the Town of Greensboro, Maryland, I hereby issue this building permit for a period of 12 months from the date hereof or upon prior completion of work and issuance of a Zoning Occupancy Permit.

Subject to the following conditions :

_____

_____

_____

Date _____ Zoning Inspector _____

An occupancy permit is to be obtained prior to use of the structure for which this permit is issued. Please notify the Zoning Office when ready for final inspection.

BUILDING DETAIL SHEET

This form may be used in place of construction drawings for small additions or alterations to existing buildings. Provide the necessary dimensions for the items listed below.

1. Footings _____ 7. Partition _____

2. Pier Footing _____ 8. Ceiling Joist _____

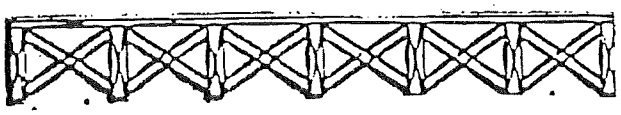
3. Wall thickness _____ 9. Header _____

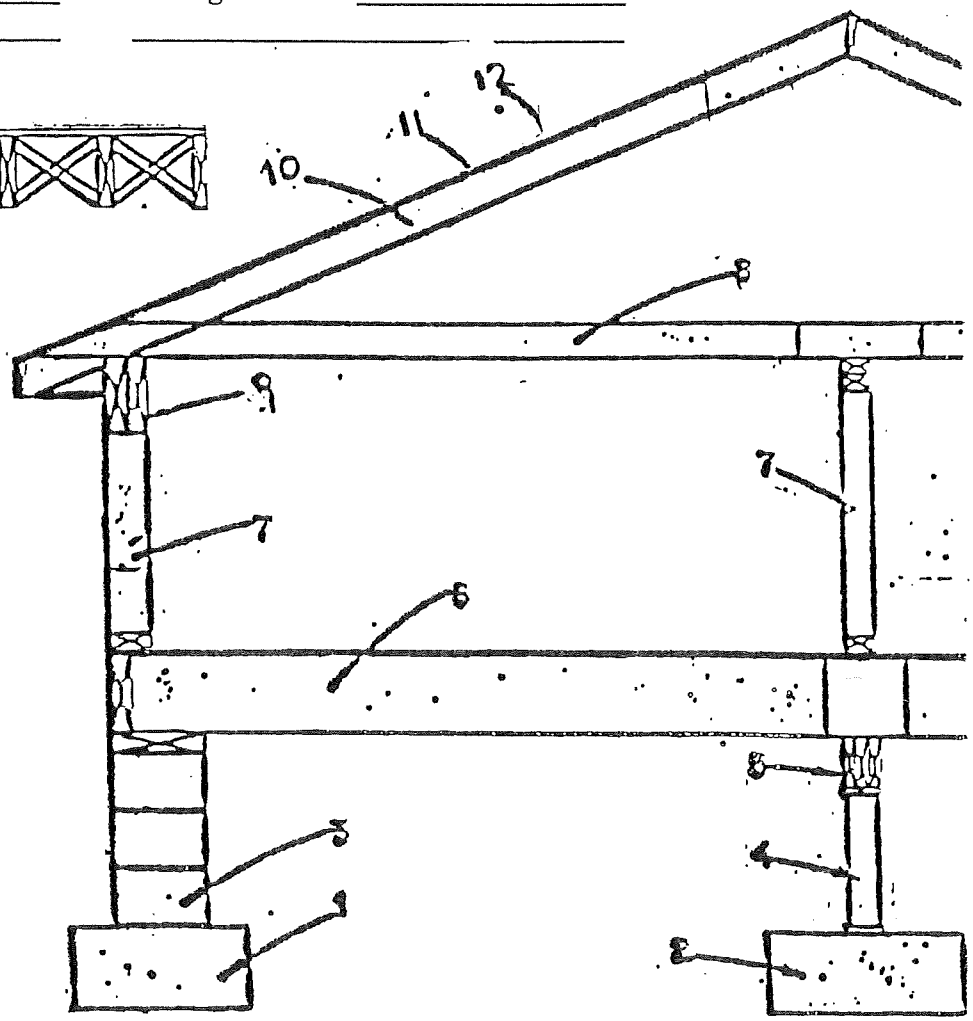
4. Column or Pier _____ 10. Roof Rafter _____

5. Beam _____ 11. Plywood _____

6. 1st. Floor Joist _____ 12. Roofing Material _____
   2nd. Floor Joist _____ _____ _____

Typical method of Bridging Joists





Owner_____

Builder _____