

**Registration Form**  
**Residential Sheds containing 100 square feet or less of Area**

This registration form should be used only for residential sheds containing 100 square feet or less. No permit will be required for these sheds. In all cases, the requirements listed on page 2 will apply. This process is designed to maximize customer convenience. However, the customer always has the right to seek a permit and a follow-up inspection. Lake County reserves the right to inspect any construction performed whether permitted or registered.

You may apply for registrations online through at the website: [WWW.LAKECOUNTYIL.GOV/PERMIT](http://WWW.LAKECOUNTYIL.GOV/PERMIT). Registrations can also be applied for in person at the Central Permit Facility. **Please attach a site plan showing structure location with measurements from other buildings and property lines and a sketch with structure dimensions including height, to this registration form.** These documents and a non-refundable registration fee must be submitted to the Central Permit Facility in order to register your project. A fee schedule can be found at [lakecountyil.gov/3678/Fee-Schedule](http://lakecountyil.gov/3678/Fee-Schedule).

**CONSTRUCTION SHALL NOT BEGIN UNTIL YOU RECEIVE CONFIRMATION FROM THIS OFFICE THAT YOUR REGISTRATION IS COMPLETE.**

(Please complete the information below and sign, see reverse for conditions)

PIN: \_\_\_\_\_ Address of Property: \_\_\_\_\_

Owner Address (if different from above): \_\_\_\_\_

Owner Name: \_\_\_\_\_ Owner Phone Number: \_\_\_\_\_

Owner Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed Shed Location (a plat of survey showing proposed shed location is required): \_\_\_\_\_

Shed Size: \_\_\_\_\_ Cost of Project: \_\_\_\_\_

**I/WE hereby acknowledge having read and understood the requirements specified on page 2. I/WE hereby agree to comply with these requirements and understand that failure to comply may result in an enforcement action by the County. This acknowledgement is binding on MY/OUR successors and assigns.**

Owner/Authorized Agent Name (PRINT): \_\_\_\_\_

Owner/Authorized Agent Signature (SIGN): \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY:**

- Floodplain       Floodway       Wetland       30' from Water's Edge       Drainage Easement  
 Utility Easement       Recorded Access Easement       Deed Restricted Open Space

Application #: \_\_\_\_\_ Completed By: \_\_\_\_\_ Date: \_\_\_\_\_

Paid By:       Cash       Check #: \_\_\_\_\_       Credit Card #: \_\_\_\_\_

Comments: \_\_\_\_\_

## **REQUIREMENTS**

### **ZONING:**

- The height of shed must be 12 feet or less at the roof peak.
- The shed must be:
  - Minimum of 4 feet from all rear and side property lines
  - Minimum of 30 feet from Ordinary High Water Mark (water's edge)
  - Minimum of 30 feet from all street property lines (ROW)
  - Minimum of 4 feet from all other structures (as measured from outermost building projection (i.e. roof overhang, stairs, deck, etc.)).
- The shed cannot contain any electrical work.
- If the property is served by a water well and/or a septic system, the site plan must indicate the location of the water well and septic system (tanks and field).
- No more than 3 accessory buildings are permitted on the property.
- The total area of all accessory structures (garages, sheds, etc.) may not exceed 1.5 times the floor area of the house.

### **LOCATION:**

- Residential sheds are prohibited within:
  - Floodways
  - Wetlands
  - Drainage Easements
  - Utility Easements
  - Deed Restricted Open Space
  - Recorded Access Easements
  - Unbuilt Rights-of-Way
- If a residential shed is located within a floodplain, the shed shall be anchored with angle-irons, pipe or other similar method NOT involving post-holes and constructed with flood proof material.

### **PERMITS:**

- **A permit shall be required if the property has a red tag.**