



## Residential Accessory Structures

**What is an Accessory Structure?** In a residential district, a subordinate building that is attached or detached and is used for a purpose that is customarily incidental to the main structure but not involving the conduct of a business (i.e., the building area must be significantly less than that of the main structure). Examples may include, but are not limited to, the following: a private garage for automobile storage, tool shed, greenhouse as a hobby (no business), home workshop, children's playhouse, storage building, garden shelter, etc.

**What are the requirements for an Accessory Structure?** Accessory buildings shall not be permitted without a main building or primary use being in existence. Accessory buildings shall be located toward the rear portion of the property, generally behind the main building(s), and accessory buildings that exceed one hundred and ninety-two (192) square feet in floor area shall be "site built" (i.e., cannot be a pre-manufactured or "kit" building), and shall conform with applicable exterior construction requirements for accessory buildings (see Section 42). Accessory buildings of any size shall conform to applicable setbacks (see Section 40.5), and shall conform to all applicable City building codes.

**When is a permit needed?** A permit and plan review is required for all Accessory Structure. A permit fee is due upon permit issuance. Accessory Buildings over ~~192 square feet~~ or 15 feet in height require a Special Use Permit (SUP) in zoning districts SF-20, SF-12.5, SF-9, SF-6.5, and SF-PH. Please contact the City Secretary's office for submittal information and fees.

**Submittal documents:** Fill out a Residential permit application and submit (2) site plans which include the following: (You may use a copy of a survey of your lot and draw the above requirements.)

- \_\_\_\_\_ Location of main building on lot and all other structures on property.
- \_\_\_\_\_ Location of proposed accessory structure on lot. Distance from accessory structure to main building and other structures on property. Distance from accessory structure to side and rear lot lines. All streets and alleys.
- \_\_\_\_\_ Foundation plans and/or means of support. (All portable buildings must be tied down regardless of size.)
- \_\_\_\_\_ Electrical and plumbing plans, if applicable.
- \_\_\_\_\_ Roof details (if not a prefabricated storage building).

### Special Regulations for Accessory Buildings in Residential Districts

#### A. Size of Yards

1. **Front Yard:** Sixty feet (60'); detached accessory buildings shall be prohibited in front of the main building.
2. **Side and Rear Yards**
  - a. There shall be an interior side and rear yard setback not less than eight feet (8') from any side or rear lot line provided that such accessory building is separated from the main building by a minimum distance of ten feet (10'). In the

case of an accessory building (of any size) being closer than ten feet (10') to the main building, the minimum side and rear yard requirements for the main building shall be observed. A side yard adjacent to a street shall observe the same setback as the main building.

b. A side or rear setback of five feet (5') may be used for an accessory building not exceeding one hundred and ninety-two (192) square feet in floor area, and not exceeding a total ridge height of eight feet (8') and provided that a solid fence or wall of the same height as the structure is built on the side/rear lot line to screen the building from adjacent property or from a side street, as the case may be.

c. Garages or carports located and arranged so as to be entered from an interior side yard shall have a minimum setback of twenty-five feet (25') from the side lot line. Carports or garages arranged to be entered from the side yard, facing a public street, or from a rear or side alley shall have a minimum distance equal to the required yard for the main building or twenty-five feet (25'), whichever is greater.

3. Carports shall be measured from the posts supporting the roof nearest to the street or alley. (See Illustration 6).
4. Accessory buildings are not permitted without a main structure.
5. Accessory buildings shall not exceed the height allowed in the specific zoning district, except taller accessory buildings may be allowed in certain zoning districts (see Section 37.2) by SUP if there is no adverse impact upon adjacent properties.
6. Metal accessory buildings less than one hundred and ninety-two (192) square feet and no greater than eight feet (8') in total ridge height are permitted, but only if a solid fence or wall of the same height as the structure is built on the side/rear lot line to screen the building from adjacent property. Such metal buildings shall not be used as an enclosed parking area or garage.
7. In the Agricultural district, the total floor area of all accessory structures plus the main building(s) shall not exceed the maximum lot coverage in that district (see Section 14.4.C). Metal accessory buildings exceeding one hundred and ninety-two (192) square feet, but not exceeding six hundred (600) square feet, are permitted provided they are placed behind the main structure, they observe a front setback of sixty feet (60') and the same side and rear setbacks of the main building, and they are finished in appearance (i.e., not galvanized or unpainted metal).
8. In the SF-E district, the total floor area of all accessory structures plus the main building(s) shall not exceed the maximum lot coverage in that district (see Section 15.4.C). Metal accessory buildings exceeding two hundred and forty (240) square feet, but not exceeding four hundred (400) square feet, are permitted provided they are placed behind the main structure, and they observe a front setback of sixty feet (60') and the same side and rear setbacks of the main building.

**Minimum Front Setback for Accessory Buildings** - Accessory buildings in any zoning district shall observe a front setback from any street of sixty feet (60').

**Exterior Construction Standards for Accessory Buildings** – Reference Section 36 of the City of Crandall Zoning ordinance.



Phone: (972) 427-3771

110 S. Main

Fax: (972) 472-6601

Crandall, Texas 75114

# Residential Building Permit Application

<b>Building Permit Number:</b> _____		<b>Valuation:</b> _____	
<b>Project Address:</b> _____		<b>Zoning:</b> _____	
<b>Lot:</b> _____	<b>Block:</b> _____	<b>Subdivision:</b> _____	
<b>Project Description:</b>			
NEW SFR <input type="checkbox"/>	SFR REMODEL/ADDITION <input type="checkbox"/>	SPECIFY OTHER: _____	
PLUMBING <input type="checkbox"/>	MECHANICAL <input type="checkbox"/>	ELECTRICAL <input type="checkbox"/>	
FENCE <input type="checkbox"/>	ACCESSORY BUILDING <input type="checkbox"/>	LAWN IRRIGATION <input type="checkbox"/>	
SWIMMING POOL <input type="checkbox"/>			
<b>Description of Work:</b>			
<b>Area Square Feet:</b>		<b>Covered</b>	
<b>Living:</b> _____	<b>Garage:</b> _____	<b>Porch:</b> _____	<b>Total:</b> _____
			<b>Number of stories:</b> _____

<b>Owner Information:</b>			
<b>Name:</b> _____		<b>Contact Person:</b> _____	
<b>Address:</b> _____			
<b>Phone Number:</b> _____		<b>Fax Number:</b> _____	
		<b>Mobile Number:</b> _____	

<b>General Contractor</b>	Contact Person	Phone Number	TRCC License Number <input type="checkbox"/>
<b>Mechanical Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>Electrical Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>Plumber/Irrigator</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

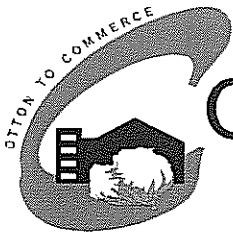
**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## OFFICE USE ONLY

<b>Building Approved by:</b>	<b>Date approved:</b>
<b>Engr Approved by:</b>	<b>Date approved:</b>
<b>PW Approved by:</b>	<b>Date approved:</b>
<b>P&amp;Z Approved by:</b>	<b>Date approved:</b>
<b>Fire Approved by:</b>	<b>Date approved:</b>

### PERMIT FEES

Building Permit Fee: _____	General Contractor _____	Total Fees: _____
Water Connection Fee: _____	Mechanical Contractor _____	Issued Date: _____
Power Connection Fee: _____	Electrical Contractor _____	Issued By: _____
	Plumbing Contractor _____	
	Irrigator Contractor _____	BV Project # _____
	Backflow Tester _____	



THE CITY OF  
**CRANDALL**  
TEXAS

**\$50.00 registration fee**

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## CONTRACTOR REGISTRATION FORM

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### TYPE OF CONTRACTOR LICENSE

_____ ELECTRICAL CONTRACTOR	_____ MECHANICAL (HVAC)
_____ MASTER ELECTRICIAN	
_____ JOURNEYMAN ELECTRICIAN	_____ IRRIGATOR (LANDSCAPE)
_____ MASTER SIGN ELECTRICIAN	_____ BACKFLOW TESTER
_____ MASTER PLUMBER	_____ OTHER (specify) _____
_____ JOURNEYMAN PLUMBER	_____ OTHER (specify) _____

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### CONTRACTOR INFORMATION

COMPANY NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

LICENSEE NAME: \_\_\_\_\_

LICENSEE NUMBER: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS (MAILING): \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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**YOU MUST PROVIDE A CERTIFICATE OF LIABILITY INSURANCE WITH THE CITY OF CRANDALL LISTED AS THE CERTIFICATE HOLDER**

**Provide a copy of your drivers license and State trade license below.**



THE CITY OF  
**CRANDALL**  
TEXAS

## Utility Locate Request

### PUBLIC WORKS DEPARTMENT

You must contact DIGTESS at 1-800-344-8377 and the City Public Works Department at 972-427-3771 for utility line locates on any project that requires digging. (Fences, Swimming Pools, Additions, New Construction)

#### Request for water and sewer line locates

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Reason for locate: \_\_\_\_\_

Date locate is needed (Allow a minimum of 48 hours): \_\_\_\_\_

Do you need a property line to property line locate?  Yes  No

If no is the locate area clearly marked?  Yes  No

Signature: \_\_\_\_\_

**DIG TESS Center**  
**Fax-A-Locate #800-690-1291**  
**Center #800-344-8377**

**Company and Caller Information:**

Co. Phone: \_\_\_\_\_ Co. Name: \_\_\_\_\_

Co. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Caller: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Primary Contact #: \_\_\_\_\_

Alternate Contact # (if available): \_\_\_\_\_ BTC: \_\_\_\_\_ AM/PM

Email Address (if available): \_\_\_\_\_

**Work Site Information:**

Nature of Work: \_\_\_\_\_ Start Date/Time: \_\_\_\_\_ AM/PM

County: \_\_\_\_\_ City/Town: \_\_\_\_\_

Dig Address: \_\_\_\_\_

Nearest Intersecting Street: \_\_\_\_\_

Mapsco/KeyMap (if available): \_\_\_\_\_ TESS Grid (if available): \_\_\_\_\_

GPS or Lat/Long (if available): \_\_\_\_\_

Deeper than 16"? Yes / No

Blasting? Yes / No / Maybe

White Lined? Yes / No

Directional Boring? Yes / No

Work Done For: \_\_\_\_\_ Duration: \_\_\_\_\_

Marking Instructions: \_\_\_\_\_

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**IMPORTANT: DO NOT FAX EMERGENCIES OR DIG-UP TICKETS!!!!!!!!!!**

Call all Emergencies or Dig-Ups into TESS at 1-800-344-8377

Water, Sewer, and Slurry Facilities May Not Be Notified.

State Law requires a 2 working days notice prior to beginning excavation. Fax locate requests are processed from 8:00am to 5:00pm, Mon. through Fri., and from 8:00am to 12:00pm on Sat. (excluding holidays). If less than the required 2 working days notice is given, the locate requests will be sent to Dig TESS members as a "Non-Compliant" ticket.



## Contact Information

### Plan Review

Bureau Veritas will be conducting residential and commercial plan reviews. The applicant will be contacted by Bureau Veritas if revisions are needed. You may contact Bureau Veritas' Plan Review Department for the status of your permit at (469) 241-1834 or toll free (800) 906-7199.

### Inspection Requests

Please contact Bureau Veritas to request inspection(s). Any of our permit technicians can assist you. Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Veritas office.

Inspection line: (817) 335-8111 or (972) 980-8401  
Inspection FAX line: (817) 335-8110 or (972) 980-8400  
Toll Free number: (877) 837-8775  
Toll Free FAX line: (877) 837-8859

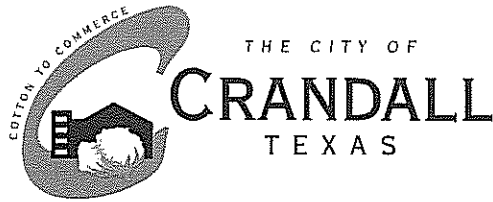
### Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call the Bureau Veritas office at (817) 335-8111/(972) 980-8401/toll free (877) 837-8775 for your inspector's name and number.

### City of Crandall – Permits and Inspections

Tamara Chappell: (972) 427-3771 x103  
Joe Villarreal: (972) 427-3771 x104

**We look forward to working with you to ensure that the community is provided with a safe and durable built environment.**



## BUILDING PERMIT FEE SCHEDULE

The following fees are referenced in the 1997 Uniform Building Code.

### Permit Fees

The fee for each permit shall be as set forth in Table 1-A.

**Table 1-A - Building Permit Fees**

Valuation	Fee
\$1.00 to \$2,000.00	\$50.00
\$2,001.00 to \$10,000.00	\$100.00
\$10,001.00 to \$25,000.00	\$100.00 for the first \$10,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

### Plan Review Fees

When submittal documents are required by Section 106.3.2, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. The plan review fees specified in this section are in addition to the permit fees. Plan review fee shall be 65 percent of the building permit fee as shown in Table 1-A.