



## SHED PERMIT CHECKLIST

1. Completed Building Permit Application
2. Include a copy of your property records card. This can be found at [www.lakecopropappr.com](http://www.lakecopropappr.com).
3. File a Notice of Commencement (NOC) if job value is over \$2,500 and bring a certified copy of the NOC with your permit application.
4. Site plan or copy of your survey with the location of the shed and distances from the side and rear property lines.
5. Maximum size of shed allowed is 320 sq. ft. and a maximum height of 15 feet.
6. Commercial properties must submit a Planning & Zoning Application for Site Plan approval.
7. Pre-manufactured sheds must include proof of DCA approval, provided by Shed Manufacturer.
8. To be built sheds must include a set of construction plans, signed and sealed by an Architect or Engineer.
9. Include (if applicable) a copy of your HOA approval letter.
10. For all questions please contact the Permitting Department by email: [permitting@groveland-fl.gov](mailto:permitting@groveland-fl.gov) or by phone at 352-429-2141