

**CITY OF MONROE**  
**ACCESSORY BUILDING PERMIT APPLICATION**

Phone: (770) 207-4674 Email: [lwilson@monroega.gov](mailto:lwilson@monroega.gov)  
**OFFICE PERMITTING HOURS: 8:00 a.m. – 4:00 p.m.**

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

General Contractor: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ Email: \_\_\_\_\_

**Construction Address** \_\_\_\_\_

CLASS OF WORK: Residential \_\_\_\_\_ Commercial \_\_\_\_\_

**Square Footage**                      **Height**                      **Dimensions**

Bldg: \_\_\_\_\_

Accessory Bldg: htd: \_\_\_ Unhtd: \_\_\_

**Number of Existing Accessory Bldgs:** \_\_\_ **Size of existing Accessory Bldgs:** \_\_\_\_\_

**Valuation** \_\_\_\_\_

Accessory buildings shall not exceed twenty-five (25) feet in height and shall not exceed fifty percent (50%) of the heated floor area of the principal structure. Accessory buildings shall have a setback of at least five (5) feet from any lot line and shall maintain a minimum distance of at least five (5) feet from the principal building.

Please provide proof of ownership. Permit is void if work does not begin within 6 months of issuance. Please call this office for final inspection of accessory building.

**All of the above information is true and correct.**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Signature of Applicant**                      **Print Name**                      **Date**

Revised 8/11/2021